

# Newsletter

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Editor: Alison Sills

McMaster University Faculty Association - May 2020



## President's Report

Delivered at the Annual General Meeting  
May 5, 2020

What a year it's been. Who could have predicted, a year ago, that we would be working from home, that campus would be a ghost town, and that emergency measures look like they will be with us for months. It was supposed to be such an easy year at MUFA. We had just finished a successful negotiation, and we just had a few policy things to tidy up but there wasn't going to be much going on. We also had an acting president, an acting provost, and an acting VP Research, so we expected that the administration would be busy working out who they were going to be. Easy, right? I could probably be MUFA president with one hand tied behind my back.

Well, not so much.

Before I get into all the things that have happened this year, and then talk about what we know, and what we don't know, about next year, I would like to publicly thank all the people who actually got me through this year. Without their help and support, there's no way I would still be standing here giving this address. I have been leaning heavily on the MUFA executive, a group of dedicated volunteers who care deeply about McMaster. They work to make sure we have the best-run university in the province, finding creative ways to balance the needs of faculty with supports for students, staff, and even the administration, and I'm so proud of the work that they do. I am going to particularly highlight the efforts of our vice-president, Elkafi Hassini, and our remuneration chair, Nicholas Kevlahan. Not only do they participate in the regular business of MUFA, but they are also the other 2/3 of the MUFA half of Joint Committee, and they have been instrumental in helping me communicate effectively with the administration. In addition, both of them are serving on other MUFA-related committees, which I will highlight in my comments later. I also want to extend my heart-felt thanks to our Special Enquiries & Griev-

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*Stay safe,  
be well,  
and enjoy  
your summer!*

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ance officers, Catherine Anderson and Kirsten Culver. These two provide advice and support to individual members when they have particular concerns or issues, and these are often not easy problems to untangle. Catherine and Kirsten's level heads and vast knowledge of university policies and processes have helped find solutions when sometimes that seemed impossible. Last but not least, I need to thank the MUFA office staff, Mara Giannotti and Jessica Weyman. Without them, nothing would happen. They organize us, tell me what I need to do next, hold the institutional memory, and keep the whole enterprise running so smoothly that you might think it's automatic. But just like gymnastics, making it look easy is the hardest part. The only thing I am NOT going to thank them for are the irresistible bags of chocolate-covered almonds that kept appearing in the MUFA office.

### **Ancient History: the B.C. (Before Covid) era**

In the first part of the academic year, a number of long-standing policy changes were finalized. In particular, we now have a policy governing the *proportion* of teaching-intensive faculty across the university instead of a fixed number (SPS A9), and the policy that governs how faculty are hired has been significantly updated to emphasize best practices for equity, diversity, and inclusion. We also made minor modifications to the sabbatical policy to clarify how medical leaves might affect the timing of research leaves.

I am pleased to report that we have made progress on a project that was led by my predecessor, Michel Grignon, surrounding student feedback on our teaching. Last year, Michel struck an ad-hoc committee to find solutions to the many biases and problems associated with student evaluations. Their report was issued last fall, and in collaboration with the MacPherson institute and Kim Dej (AVP Faculty), a number of focus groups and pilot projects were started. In addition, we made minor changes to the policies that govern the assessment of our teaching, to remove the language of "evaluation" and replace it with the more appropriate term of "feedback". You will see more changes to the suggested ways of getting

student input over the next few years as we roll out some of the larger changes proposed by the committee.

We are also making progress on another long-standing issue, although this one is not quite fully solved yet. Our Long-Term Disability plan is a self-funded insurance plan. We contribute to the plan at a rate that is predicted to have us cover our expenses in any year, but since usage rates are unknown, this never quite works out. If we over-contribute in a given year, then the surplus is used in future years; if we under-contribute, then we are responsible for the deficit. For a number of reasons, including increased usage of the plan by our members, we were in a deficit situation for the last few years. I am pleased to report that we have paid off the deficit, using in part some of the reserves from your MUFA dues, as you saw from the financial part of this meeting. We have also taken steps to ensure that the premiums we pay will be sufficient going forward. The continuing problem is that while MUFA is self-insured as a group, we are also participating in a plan which is loosely tied to both TMG and Unifor. There may be some need to change the terms of the plan for those other groups, and MUFA may be dragged along with those changes. We are following this closely and will be in communication with you, our members, before any changes are made.

I want to finish this section, before I dive into the pandemic-related issues, to let you know about the status of a few ongoing items that we have been following.

You may recall that in February, MUFA hosted a town hall about SMA3, the upcoming funding agreement between the university and the province that was to govern our finances between 2020 and 2025. In stark contrast between the previous two SMAs and this one, we were to be evaluated on 10 performance metrics, and up to 60% of our provincial funding was to be tied to those metrics. I am very pleased to report that, for the moment, SMA3 is dead. The Ministry of Colleges & Universities announced on April 8 that the agreements would not be signed until "Ontario has reasonably moved past the current COVID-19 outbreak". This is excellent news,

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and I hope that in the intervening time, the Ministry could be convinced to discuss the metrics and their application to come up with a different framework.

During our contract negotiations last year, we agreed to strike a committee to look at two possible changes to aspects of our pension plan: integration with the newly enhanced Canada Pension Plan, and full indexation to inflation. Elkafi & Nicholas are the MUFA representatives on that committee, and Dee Henne and Wanda McKenna are the administration representatives. They have been looking at the various options, and should be issuing their report in the next month or so.

And finally, we are getting some clarity about the faces in our senior administration positions. In December, our Acting President became our President-Elect, and it is comforting to MUFA to have David in that position, as he continues to be one of the strongest proponents of our collegial governance model. Searches for the Provost and VP Research began in January, and they are continuing even through this current crisis. It is not clear if it is possible to have those searches wrapped up in time to have appointments made that begin July 1, but David has told me that he is committed to moving them along as quickly as is feasible so that we don't need to wait much longer for our senior administration team to come together.

I will also point out some other ongoing initiatives listed in the various committee reports attached to the AGM meeting package, including revisions to the Faculty General Grievance Procedures, an upcoming MUFA survey spearheaded by our Equity officer Lydia Kapiri, and OC-UFA's participation in a lawsuit against the provincial government's legislated 1% cap on compensation.

**The Present: A.D. (my Latin education is lacking, so the best I can do is 'Anno Disease')**

Here we are, 6 weeks into 'physical distancing' and 'working from home'. The first thing I want to say is, congratulations! We were asked, on March 13, to perform miracles. We had a few days to take our carefully thought-out educational experiences, be they classes,

labs, tutorials, placements, and theses, and turn them into other valuable educational experiences. And we did it. It wasn't pretty, and we were in full-on MacGyver mode, using whatever we had at hand to pull things together. But we did it, and courses were completed, and students will graduate. And all that happened while we juggling small children (maybe even literally!), home-schooling, elderly parents near or far, empty grocery store shelves, closing down research labs, and all the uncertainty about what is yet to come. I am completely amazed at what you all managed to do, and to do so well.

That's not to say that we can keep performing this level of miracle! We're exhausted, and overwhelmed, and just want things to go back to normal. Or at least some reasonable facsimile of normal. Unfortunately I don't think anyone knows when or how that can happen. Now that we've passed the initial chaotic crisis mode, we're starting to look beyond the immediate next few days. It's pretty clear now that society is going to be working under some level of restrictions for quite some time. I think it's safe to assume that very large gatherings (professional sports, large concerts, summer festivals) are out of the question for 2020. On campus, we know that spring/summer courses are all virtual. Most lab-based research is still shut down, and will remain so until the various Public Health guidelines allow for more enterprises to open. Even then, I suspect we will see restrictions such as distancing requirements, perhaps split shifts, mandated mask-wearing and so on. I predicted that what we see on campus will follow what we see in other parts of society, with a very gradual re-opening throughout the summer.

Before I get to September, I want to talk about a number of the issues and concerns that you've been raising in light of all these changes, and what are being done.

Many of you have been asking about the various kinds of supports that might be available to us right now: academic support, technology support, reimbursement for additional expenses, etc. The McMaster COVID-19 website is quite good and continuously updated, and MUFA

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has also been pulling together faculty-specific information which you can find on our website at [macfaculty.ca](http://macfaculty.ca). I know that MacPherson in particular has been working flat out to provide information about various ways of interacting with students virtually, and that they are looking at how to even better support our instructors as campus restrictions start to ease. UTS is also providing a lot of information about various technology solutions, and the security issues that may or may not surround those.

I have been hearing concerns about how students and faculty could mis-use the virtual interactions that we now are subject to, including issues around the ownership and re-posting of recorded lectures, Zoom-bombing, and how academic freedom intersects with the new normal. There are policies that already exist that address many of these areas, and our President was clear in his last communication that the university will continue to uphold all policies, and any changes would be made through the normal processes. In addition, language is being developed that can be added to course outlines so students understand their responsibilities in this new format.

There are many issues related to equity that this crisis has exposed or exacerbated. Faculty in different career stages and with different external life pressures are being affected differently. Students may have access to high-speed internet and a quiet place to work, or they may not. Anyone with a need of any kind of accommodation, be they students or faculty, has a harder time now than before, and instructors of large classes will have students with conflicting accommodation needs that may not be as easily addressed in a virtual format. Mental health is an even more important issue during a time of crisis. We are following these concerns carefully and working with various groups on campus to find ways to be as flexible and supportive as possible. One change we have made is that all faculty who are pre-tenure or pre-permanence now have an additional year on their clock; they don't have to take that extension but it is automatically granted unless they choose to go up at the usual time. We are in discussion at Joint Committee about how to modify the annual evaluation for CP/M next year, in a way that is fair but still respects faculty privacy.

And finally, MUFA has made a donation of \$5000 to the Student Relief Fund that provides emergency support to students who need it. We encourage all of you, if you have the ability, to consider supporting that cause or any of the other worthy charities who are helping our most vulnerable at this time.

## The Future: The Great Unknown

Of course, what we really want to know is, what will campus look like in September? The accurate but unsatisfactory answer is that we just don't know. We do know that we want our students back, we want face-to-face classes, and we want residences, the gym, the student centre, and the libraries all open and busy in the usual way. This wish is shared by all parts of campus, including the administration. There was an unfortunately-worded memo from the Provost's office recently that might have left the impression that decisions had been made to move to a permanent use of online classes for much of campus. We have been assured this is not the case, and I do believe that to be true. We will continue to press this issue at Joint Committee, but I am reassured by the various letters from our President as well as my conversations with him.

But, what we want may be at odds with what Public Health allows us to do in September. Student residences, for example, may have too many similarities to long-term care homes: more than one person in a room, communal eating areas, possibly questionable personal hygiene. If gatherings of 50 people are the largest allowed, what do we do with our large classrooms? And how do we do Welcome Week? We have been asked to consider what it would take to continue with virtual teaching in the Fall, and I think it would be prudent to assume that will be the case, at least at the undergraduate level. It is much easier to go back to face-to-face from a prepared virtual course than the other way around. My guess, based only on extensive reading of the public press, is that we will be back on campus in the fall but that our undergraduates will not, and that there is a strong likelihood of a second shut-down when the next wave hits in the late fall or early winter.

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As for permanent changes to the university, I think there could be some, but I think they will be driven by us. I think some of us will discover that there are some benefits to some of the new skills we've had to learn. I think we'll create some fantastic resources for our students that will be used as part of their education into the future. I know that we are now coming to a better realization of what we really value in our classrooms, and I think many of us are thinking of ways to maximize the benefit of in-person interaction when we have it. I know our students understand what value we bring to their education, and may have some requests of us when we meet again next.

At our last general meeting in December, the theme of my remarks was the stability that I was seeing at the university. Oh, how I miss those days! I am continuously reminded, though, about what a great community McMaster is, and how much we have accomplished by being so supportive of one another. I encourage you to take a step back from the chaos and really look at how far we've come in such a short time. Think about all the ways we've succeeded. Grant yourself permission to do an OK job instead of the perfect one, and take the time and space you need for your own health. I don't need to tell you to help others if they ask, but also know that you can be the one doing the asking. We can do this, together, and I know that we will.

**Alison Sills**  
**MUFA President**



## Convocation

Convocation is an important part of the student's university experience. This spring, due to the COVID-19 pandemic and the need for social distancing, all convocation ceremonies at McMaster will need to be different. Online celebrations are being planned with an in-person ceremony to be scheduled at a later date.

Convocation is an important and special event for graduands and their families, our award recipients, faculty and staff, and the Office of the Registrar is actively developing plans for both the online and in-person celebrations.

More details will follow as they are determined.

## Welcome New Members

**Laura O'Neill**

*Psychiatry and Behavioural Neurosciences*

**Kenneth Owen**

*Medicine*

## BENEFIT YEAR END REMINDER

Please note the benefit year end is June 30th. Please ensure all claims dated from July 1, 2019 to June 30, 2020 are submitted to Sun Life **prior** to September 30, 2020.

**Late claim submissions will not be reimbursed.**



## MUFA Executive Committee 2020/2021

Below are the members of the Executive Committee of the McMaster University Faculty Association for 2020/2021.  
Their terms of office will begin on **September 1, 2020**.

### President

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**Alison Sills**

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### Lydia Kapiriri

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### Lilian Chan

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### Claude Eilers

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### Gail Krantzberg

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## MUFA Awards for Outstanding Service

The MUFA Award for Outstanding Service provides annual recognition for faculty and professional librarians who have made an outstanding contribution to the mission of the University through the provision of exceptional service to faculty, librarians, staff and/or students.

The 2020 awards winners are Rafi Kleiman, Lori Letts, and Anne Pottier. A reception honouring this year's award winners will take place as soon as possible.

The selection committee, chaired by the Past-President Michel Grignon, included Graeme Luke (Professor, Physics and Astronomy), Michael Egan (Associate Professor, History), Lynn Giordano (TMG), Myron Groover (MUALA), Shemar Hackett (VP Education, MSU), Wei Zhao (GSA, VP Services), and Beth Couchman (Unifor). Alison Sills read the following citations at the MUFA Annual General Meeting on behalf of the selection committee.



**Rafi Kleiman** is this year's recipient of the MUFA Award for Outstanding Service. Reviewing his dossier, the Selection Committee was unanimous in its endorsement. Rafi has gone beyond expectations in his various roles on campus. First and foremost, his contribution to MUFA: Rafi was a member of the MUFA Executive Committee for five years (2012-2017), including as a member of the Joint Committee (2012-15, 2016-17), as Vice-President, President, and Past President (2013-2016), and two rounds of negotiations as Remuneration Chair (2012-13, 2016-17). He has also served in a range of Department, Faculty, or other University Committees that are too numerous to name here, including Undergraduate Chair and related roles involved in Undergraduate and graduate curriculum, recruitment and examination committees; several Departments, Faculty, and University internal and external selection or appointment committees for a range of roles (including the Senate Committee on Appointments); Board of Governors (elected) and a Senate.

Few faculty members are as cogent, reasonable, and systematic thinkers as Rafi, and it's not surprising that he is so often sought out for his ability to nurture effective and harmonious working relationships even when dealing with sensitive issues. What is surprising is that such a productive researcher and teacher is so willing to serve when asked for otherwise underappreciated University service. He does all this while continuing to be a highly successful researcher who has also supervised more than 25 MSc or PhD students, but also mentored more than 65 undergraduates in paid research roles in his lab since 2003.

Rafi has also been a constant and effective advocate for gender equity-enhancing policies. During his Presidency, MUFA negotiated significant equity pay adjustments for female faculty that have become a model for others in the province and within McMaster, and as Remuneration Chair, he led negotiations of new benefits that support young families and those with children in university.

In all these roles, Rafi brings an enthusiasm, attention to detail, and sense of humour that makes even tense or tedious tasks easier for everyone involved. He has been a valuable mentor to several colleagues as they assume new responsibilities and roles both within the University. In his 16 years at McMaster, he has already had significant positive and tangible impact on the University.

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Collectively, these activities contribute to McMaster’s research mission and international reputation. Rafi “enriches the McMaster community, and exemplifies the contributions the MUFA Outstanding Service Award is intended to recognize.” On behalf of the 2020 MUFA Service Award Committee, it is a great honour to present this award to Rafi Kleiman in recognition of his distinguished record of service to the University.



**Lori Letts** is this year’s recipient of the MUFA Award for Outstanding Service. Reviewing her dossier, the Selection Committee was unanimous in its endorsement. Lori has gone beyond expectations in her role as Assistant Dean of the Occupational Therapy Program since 2010. Through her teaching, research, and service activities, Lori has enhanced the reputation of McMaster nationally and internationally and made significant impacts on our campus and beyond.

Lori is recognized as a collegial and innovative leader. Her role as Assistant Dean is to plan for the long-term of the Graduate Occupational Therapy professional program and to implement policies resulting from this planning. In that role, Lori has fostered innovation by incorporating the LEADS Canada content into the OT program, allowing graduates of the program to receive a certification in leadership in health. She has also developed innovative placement opportunities for students that provided much needed help for deprived or marginalized communities in Hamilton. Not only is Dr. Letts innovative, she also strongly encourages faculty and students in the program to take risks by fostering a collaborative and collegial work environment. She is always available to students or faculty in need of help and is recognized for her outstanding ability to solve conflicts. Her commitment to equity, diversity and inclusion is also unanimously acknowledged.

The Selection Committee was also impressed by Lori’s achievements in research. She was awarded two of the most prestigious distinctions in her field in Canada, the Canadian Association of Occupational Therapists Muriel Driver Memorial Lectureship Award (in 2010) and the Barbara Sexton Lectureship Award, School of Occupational Therapy, Western University (in 2020). She has served as President of the Canadian Occupational Therapy University Programs until 2019. Her research has contributed to the integration of occupational therapists and physiotherapists to the recently created Family Health Teams in Ontario.

Collectively, these activities contribute to McMaster’s research mission and international reputation. Lori “enriches the McMaster community, and exemplifies the contributions the MUFA Outstanding Service Award is intended to recognize.” On behalf of the 2020 MUFA Service Award Committee, it is a great honour to present this award to Lori Letts in recognition of her distinguished record of service to the University.



**Anne Pottier** is this year’s recipient of the MUFA Award for Outstanding Service. Reviewing her dossier, the Selection Committee was unanimous in its endorsement. Anne has gone beyond expectations in her role as Associate University Librarian. Through her teaching and indefatigable service activities, Anne has enhanced the reputation of McMaster nationally and made significant impacts on our campus and beyond. Among many accomplishments, she has trained generations of library staff at McMaster and in Canada.

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Anne is known as a problem solver and inefficiency hunter and is always a driving force of committees she participates too. She is instrumental in the momentum and success of the recently created Sustainability Working Group, and its accomplishments in the area of recycling and reusing. Similarly, her contribution to the Copyright Working Group has been unanimously praised.

But the area to which Anne has applied these talents most is that of equity, diversity and inclusion, working tirelessly on behalf of students and faculty with disabilities. She is a member of the President Advisory Committee on Building an Inclusive Community's tasked with tackling issues related to disabilities, as well as of the McMaster Accessibility Council and, in both roles, has helped made progress toward inclusion. Anne also contributes to the Canadian Association of Research Librarians EDI committee.

The Selection Committee was also impressed by Anne's multiple contributions to innovation on campus. She developed the first bike lending program (managed from the library's desk), implemented exercise desks in the library, so that students can maintain physical health even during exam period or times of intensive work and deadlines. As yet another illustration, Anne led the planning of the Thode Library Maker space, an interdisciplinary experiential learning space.

Collectively, these activities contribute to McMaster's research mission and international reputation. Anne "enriches the McMaster community, and exemplifies the contributions the MUFA Outstanding Service Award is intended to recognize." On behalf of the 2020 MUFA Service Award Committee, it is a great honour to present this award to Anne Pottier in recognition of her distinguished record of service to the University.



## What is a Special Inquiry?

Two MUFA Executive members have responsibility for Grievances and Special Inquiries, and you might well be wondering what counts as "special" in our portfolio. In short, we can offer support and advice through many kinds of challenging circumstances in your work. You might ask for our help in situations like the following:

- You need temporary or longer-term accommodations for a health or disability need.
- You believe a committee or an administrator has made an unfair decision that affects you.
- You're involved in a conflict with a colleague or an administrator.
- You've been named as a witness or a respondent under a university policy.
- You're experiencing harassment, discrimination, or violence.
- You'd like to make changes to your workload, prior to retirement or for another reason.

We keep all inquiries strictly confidential. To consult with us, contact [mufa@mcmaster.ca](mailto:mufa@mcmaster.ca).



# LEARNING

WITH **Lynda.com**® CONTENT

LinkedIn Learning is available for all McMaster students, faculty, and staff as part of a collaboration between LinkedIn, eCampusOntario, and Ontario's Ministry of Advanced Education and Skills Development. LinkedIn Learning is an industry leader in online training, with a digital library of over 13,000 courses and videos covering a wide range of technical, business, software and creative topics. Its courses help users to refine professional skills, learn new software, and develop personal skills for success.

The opportunities for LinkedIn Learning's use are many:

- **Faculty** can assign videos to help support students online learning, or access videos to help their own transition to teaching in a virtual environment. For example, see this [Teaching with Technology course](#).
- **Employees** working remotely can access content about working from home, using Office 365, or learn new skills for professional development. For example, check out this [Microsoft 365 Essential Training course](#).
- **Students** can take courses to help further refine and distinguish their CVs, learn time management skills, or develop self-care practices to mediate stress. For example, check out this course for [Time Management Fundamentals](#).

To access LinkedIn Learning, visit <https://www.mcmaster.ca/uts/linkedinlearning/>. For resources in getting started, FAQs, and curated content streams for faculty and staff, visit <https://libguides.mcmaster.ca/linkedinlearning>.

You can email [linkedin@mcmaster.ca](mailto:linkedin@mcmaster.ca) for any questions, feedback, or content recommendations and requests. If you have any trouble logging on or using LinkedIn Learning, email [UTS@mcmaster.ca](mailto:UTS@mcmaster.ca). We hope you find LinkedIn Learning's resources especially pertinent and timely given recent events.

## PROFESSOR Hippo-on-Campus



McMaster has been working on a number of initiatives in the past year as part of the second phase of the McMaster Student Mental Health and Well-being Strategy, under the Office of the Provost.

As the pandemic continues to influence how we are working, teaching, learning, and communicating at McMaster, it is increasingly important to consider the mental health and well-being of our students, faculty and staff.

We are happy to announce the launch of a new online program called the [Professor Hippo-on-Campus Student Mental Health Education Program for Educators and Navigators](#), which has been designed specifically to help faculty and staff at McMaster feel more prepared to address student mental health issues when they arise in their classrooms, placements, labs and offices.

All employees of McMaster can register for the program on Mosaic and upon completion (virtually!) can receive a Certificate of Attendance. More details are included in this recent article in the [Daily News](#).

For more information, including suggested Coping with COVID-19 resources and registration details, please visit the website: [Professor Hippo-on-Campus Student Mental Health Education Program for Educators and Navigators](#).

You may also contact [profhipp@mcmaster.ca](mailto:profhipp@mcmaster.ca).



## Be Prepared for Retirement

### **Electronic Mail Accounts:** *(Re-endorsed by Joint Committee — May 29, 2001):*

It is agreed that provision of e-mail computer accounts for retired faculty members is to be treated similarly to the provision of mail boxes or library cards. All retired faculty should have access to an e-mail account on the same terms as active faculty. Like the mail box or library card, the e-mail account is to be used for University or academic business.

Given past experience with illegitimate use of computer accounts by “hackers”, it is recognized that for management purposes it might be necessary to require retired faculty to renew the e-mail computer account from time to time, or for CIS to remove accounts that are inactive over a long period of time.

### **Post-Retirement Benefit Program for Members of MUFA:**

If you are eligible for post-retirement benefits, please review your corresponding Retiree Benefit Booklet to become familiar with your retiree benefit plans. Please note that you retire with the benefits that are in place at the time of your retirement. To be eligible for post-retirement benefits, the MUFA member must have been enrolled in the extended health and dental benefit plans as an active employee on their last day of work, and must meet the eligibility requirements as defined in the applicable Sun Life MUFA Faculty/Librarian Retiree Benefit Plan Booklet. If eligible for Post-Retirement Benefits, the Post-Retirement Benefit Co-Pay Program applies to all MUFA members (faculty and librarians) who retired after July 1, 2012. Eligibility for post-retirement benefits and the applicable percentage of the cost that a MUFA member is responsible for paying is based on cumulative years of service as at the date of retirement.

For additional information, please review the following:

- [MUFA Faculty/Librarian Post-Retirement Benefit Co-Pay Program](#)
- [Retiree Benefit Booklets](#)
- [Employee Life Changes](#)
- [Retiree Out of Province Coverage Summary](#)

### **Life Insurance:**

At retirement you will be provided with a paid up policy of \$5,000. If you wish to convert your insurance to a private insurance plan, you must apply within one month of your retirement date. Please contact Human Resources for more information.

If you take early retirement, you are able to keep your current coverage (Grandfathered Plan) or the basic plan of 175% of salary (maximum salary \$100,000) by paying the full premium which is based on age factors, gender and smoking vs non-smoking. At age 65, however, the policy will be reduced to the Paid Up policy of \$5,000.

### **Recreational Facilities** *(Approved by Joint Committee — June 21, 1999):*

Anyone who retired prior to 1999 will continue to receive free membership at the Ivor Wynne Centre [Athletics & Recreation Complex]. Those who retired in 1999 may apply for membership at one-half price. All retirees after 1999 are eligible for membership in the Ivor Wynne Centre at a rate that will be prescribed annually and approved by the Board of Governors.

### **CAUT Services:**

Individuals who were eligible for membership in CAUT through MUFA before retirement are eligible for membership as CAUT retirees. Individual retired members may join CAUT as Retired Associate Members for an annual fee of \$30. For this fee they receive a subscription to the CAUT Bulletin, and may join a number of group plans offered for life insurance, personal accident insurance, family life insurance, professional property insurance, group home insurance, travel insurance, and other financial services. Retired members can also hold office and serve on CAUT committees. The application form may be downloaded by going to <http://www.caut.ca/docs/default-source/member-services/en-retired-pamphlet-2016-webversion.pdf?sfvrsn=2>.

For more details regarding How to Prepare for Retirement visit the [Working at McMaster website](#).

## Adoption Deadline for the Fall 2020 Term is June 1st\*, 2020

Please submit course adoptions by following the instructions found here:

<https://campusstore.mcmaster.ca/faculty-staff/>

**\*Adoptions will not be refused after this date; however, we encourage you to submit your adoptions as soon as possible to ensure we have adequate time to process the adoption for your course.**

### Here is what we can do to help:

- **Digital Concierge** - We work in partnership with instructors to source the digital materials they need for students to be successful in their class. This includes a combination of both paid and free content. We continue to maximize our digital platform Campus EBookstore Inc (CEI) – with access to over 302,000 digital resources from e-texts to access code. Campus eBookstore is a Canadian made platform and is operated by independent bookstores. We can facilitate the distribution of content (whether free or paid) safely and securely through the Campus Store website, protecting the financial and personal information of our students.
- **Requesting Digital Materials** - We continue to lobby publishers and vendors, requesting that they make digital versions available wherever possible. For course materials that are not currently available digitally we leverage our relationships with publishers to ensure that they are loading digital content to our platform. Most of the large Canadian publishers have partnerships with CEI. For those vendors who do not, we actively work on making materials available through our custom publishing service to ensure online learning is supported.
- **Custom Courseware** - We work in partnership with Media Production Services (MPS) to offer our custom courseware. Given the online format of the Spring/Summer terms we have worked on increasing our ability to offer courseware in digital format as well.
- **Facilitating Access through the booklist** In the event that digital resources are not available, we will provide any and all information needed in the booklist for students to access their required course materials elsewhere. We are committed to ensuring students have the materials they need to succeed, regardless of where these materials are purchased from.
- **Source physical stock** - As we usually do, we work to provide course materials in all formats so that students can choose the option that best suits their learning style and budget. We will source physical stock for Fall courses but won't place any orders for books until we

have confirmation from the University that it is safe to have our staff return to work to manage the physical inventory. We will share updates on our operations for the Fall term as we receive further direction from the University.

**Please submit an adoption even if there is no textbook required. This assists us in building the book list for the University, and ensures our staff can answer students' questions.**

**iCLICKERS - If you require your students to have an iclicker for your course, please include this in your course materials adoption.**

### **TO REQUEST COURSE SUPPLIES:**

Submit required supplies request:

<https://campusstore.mcmaster.ca/required-supplies/>

or by email: [supplies@mcmaster.ca](mailto:supplies@mcmaster.ca)

### **Questions?**

If you have any additional questions, please do not hesitate to contact your Course Materials Team. We are working remotely, and are available by phone and email.

**Campus Store Course Materials Team**  
ext. 21913 [d-bktext@mcmaster.ca](mailto:d-bktext@mcmaster.ca)

### **Amber Dawkins**

Course Materials Buyer/Courseware Coordinator  
ext. 22621 [dawkinsa@mcmaster.ca](mailto:dawkinsa@mcmaster.ca)

### **Cathy Overeem**

Course Materials Buyer  
ext. 22628 [overeec@mcmaster.ca](mailto:overeec@mcmaster.ca)

### **Karin Stonehouse**

Course Materials Buyer  
ext.27366 [stonehok@mcmaster.ca](mailto:stonehok@mcmaster.ca)

### **Fiona O'Connor**

Course Materials Manager  
ext. 22627 [oonnf1@mcmaster.ca](mailto:oonnf1@mcmaster.ca)

## Remembering Chauncey Wood

Quietly, after a battle with cancer, Chauncey Wood died March 26, 2020.

Chauncey came to the Department of English at McMaster in 1968, having taught previously at Hollins College, the University of Cincinnati, and the University of Wisconsin.

He received the Faculty of Humanities Teaching Award in 1984, and supervised three doctoral theses and fourteen master's theses here.

His career as a scholar began before he came to McMaster and extended for more than two decades after he retired. He wrote or edited six books, more than thirty-five articles or book chapters, sixteen reviews or review articles, gave more than fifty conference papers, wrote several memorials and encyclopedia articles, and published essays on tenure and on doctoral enrollments in English in Canada. He also wrote the entry for *George Herbert* for the Oxford University Press Online Bibliographies. He was a member of the Board of Trustees of the New Chaucer Society and a member of the Editorial Board of the *George Herbert Journal*. In 2014 the George Herbert Society named its triennial award for a doctoral dissertation after him. He served as a consultant for twenty-three university presses or academic journals, and for several research awards and departmental reviews.

As an administrator he served a three-year term as one of the associate deans of the School of Graduate Studies, introducing a successful motion to change the graduate grading system from first class and a divided second class to the current letter-grade system. He later served two five-year terms as dean of the School. As dean he reached out to the Faculty Association and formed a committee to update and improve the so-called "Yellow Document" on appointment, tenure, and promotion. He was elected chair of the Ontario Council on Graduate Studies (OCGS) and president of the Canadian Association of Graduate Schools (CAGS).

After taking early retirement he taught at the University of Western Michigan, the College of Charleston, the University of New Mexico, and for the Arizona Center for Medieval and Renaissance Studies (ACMRS) at Arizona State University. He was recognized as Distinguished Visiting Professor at the College of Charleston and twice named Distinguished Visiting Professor at ACMRS.

He is survived by his wife, Sarah (sbwood@kwic.com); two daughters, Stephanie Hill and Jennifer Wood; and a granddaughter, Vanessa Hill.

### Passages

**Joseph Adamson**

English and Cultural Studies

*April 3, 2020*

**Mona Callin**

Nursing

*March 7, 2020*

**Eugene Combs**

Religious Studies

*February 16, 2020*

**Nancy Pollock**

Rehabilitation Science

*February 24, 2020*

**Rosalind Lefebber**

Religious Studies

*April 15, 2020*

**Ludvik Prevec**

Biology

*March 29, 2020*

## COVID-19 Resources for Faculty Members

- Overall McMaster site: <https://covid19.mcmaster.ca/>
- Faculty & Staff-specific Information: [Faculty & Staff Information](#)
- MacPherson: How to teach virtually, supports for new courses, etc: <https://mi.mcmaster.ca/instructional-continuity/>
- UTS: Online tools, security issues, etc: <https://cto.mcmaster.ca/it-updates/it-continuity-tools-services/>
- Provost's website (mostly undergrad teaching issues): [https://www.mcmaster.ca/vpacademic/Academic\\_Contingency\\_Planning.html](https://www.mcmaster.ca/vpacademic/Academic_Contingency_Planning.html)
- School of Grad Studies: [COVID-19: School of Graduate Studies](#)
- Employee Assistance program through Homewood Health: <https://homeweb.ca/>
- HR's workplace wellbeing site, including upcoming events at the bottom: [https://hr.mcmaster.ca/employees/health\\_safety\\_well-being/my-well-being/](https://hr.mcmaster.ca/employees/health_safety_well-being/my-well-being/)
- Questions about research, including what is essential, and how to manage research from off campus, should be addressed to your Faculty's Associate Dean (Research) or equivalent.
- University Library: <https://library.mcmaster.ca/covid19>
- Library Support for Remote Teaching: <https://dailynews.mcmaster.ca/worthmentioning/university-library-support-for-remote-teaching-during-the-covid-19-pandemic/>
- Most campus buildings are currently locked. Faculty members are encouraged not to be here — stay home! McMaster has a [Working Alone policy](#) which would apply any time a faculty member comes onto campus during the current State of Emergency in Ontario.
- On April 17 & 20, the MUFA executive and the Senate Committee on Appointments have passed a draft policy to extend the tenure/permanence clock for all faculty, unless they choose to go forward at the regular time. That policy will go to the Senate executive at their next meeting. Board approval could also happen quickly, but might wait until the Board meeting on June 4. Details will be released when the policy is final.
- Faculty who had research or administrative leaves planned for 2020/21, and who wish to discuss changing those plans should contact their chair/director and dean as soon as possible. Any changes to the timing of the leave should come with 'credit' on the leave clock, rather than an extension, and faculty should be sure to get that provision in writing. Faculty members and chairs/directors will need to work together to plan teaching and supervision schedules in future years.
- Faculty members can have costs associated with working from home reimbursed, either from their PDA, their research grants as appropriate, or possibly from their departments. For more information, please see <https://financial-affairs.mcmaster.ca/services/accounts-payable-reimbursements/>



### MCMASTER UNIVERSITY FACULTY ASSOCIATION

Hamilton Hall, Room 103A  
Hamilton, ON L8S 4K1

(905) 525-9140  
ext. 24682/20297

## McMaster Faculty Salary Statistics 2019/2020\*

	Business	Engineering	Humanities	Science	Social Sciences	Non-Health Sciences Total	Health Sciences	University Total
<b>Full Professor</b>								
No. in Rank	31	83	37	132	37	320	74	394
Avg Age	62.3	56.6	60.9	57.6	58.5	58.3	58.2	58.3
Avg Yrs in Univ.	23.1	18.9	24.2	21.7	18.7	21.1	19.9	20.8
Avg Salary	\$224,360	\$202,214	\$195,125	\$195,993	\$197,030	\$200,374	\$206,076	\$201,445
10th Percentile	\$189,015	\$180,334	\$155,694	\$172,868	\$170,249	\$173,483	\$170,582	\$173,128
Median	\$210,089	\$193,965	\$189,434	\$190,893	\$193,783	\$193,944	\$192,995	\$193,860
90th Percentile	\$276,231	\$225,929	\$231,697	\$227,597	\$225,857	\$230,390	\$241,023	\$231,001
<b>Associate Professor</b>								
No. in Rank	26	39	57	43	51	216	68	284
Avg Age	54.4	50	53.1	50.4	51.5	51.8	50.4	51.4
Avg Yrs in Univ.	15.4	13	14.7	14.5	12.9	14	13.9	14
Avg Salary	\$195,074	\$170,081	\$153,868	\$161,287	\$157,366	\$164,058	\$156,864	\$162,336
10th Percentile	\$169,588	\$139,130	\$124,175	\$138,510	\$131,067	\$133,670	\$130,070	\$133,058
Median	\$194,393	\$172,131	\$149,247	\$161,188	\$156,649	\$162,052	\$156,580	\$161,099
90th Percentile	\$226,485	\$200,332	\$189,201	\$181,055	\$184,536	\$194,955	\$181,640	\$192,122
<b>Assistant Professor</b>								
No. in Rank	24	57	25	29	40	175	71	246
Avg Age	41.9	41.7	40.2	39.6	44	41.7	45.4	42.8
Avg Yrs in Univ.	6	6.4	5	5.4	6.5	6	7.4	6.4
Avg Salary	\$153,659	\$120,607	\$100,975	\$116,507	\$121,782	\$121,924	\$116,866	\$120,464
10th Percentile	\$121,283	\$100,921	\$82,500	\$98,705	\$90,909	\$93,500	\$89,839	\$92,000
Median	\$155,300	\$118,329	\$94,000	\$111,237	\$121,120	\$119,275	\$109,940	\$116,192
90th Percentile	\$182,922	\$147,453	\$124,229	\$148,462	\$154,673	\$155,336	\$158,737	\$155,347
<b>Lecturer</b>								
No. in Rank	2	2	-	-	2	6	-	6
Avg Age	-	-	-	-	-	44.3	-	44.3
Avg Yrs in Univ.	-	-	-	-	-	8.3	-	8.3
Avg Salary	-	-	-	-	-	\$116,693	-	\$116,693
10th Percentile	-	-	-	-	-	\$80,000	-	\$80,000
Median	-	-	-	-	-	\$106,058	-	\$106,058
90th Percentile	-	-	-	-	-	\$203,352	-	\$203,352
<b>Total Faculty</b>								
No. in Rank	83	181	119	204	130	717	213	930
Avg Age	53.5	50.4	52.8	53.5	51	52.2	51.4	52
Avg Yrs in Univ.	15.3	13.6	15.6	17.9	12.5	15.2	13.8	14.8
Avg Salary	\$191,892	\$169,141	\$155,584	\$177,378	\$156,554	\$169,586	\$160,628	\$167,535
10th Percentile	\$145,000	\$110,000	\$93,500	\$123,491	\$109,686	\$111,237	\$98,000	\$107,791
Median	\$194,090	\$178,741	\$155,694	\$183,678	\$156,227	\$174,773	\$164,971	\$172,658
90th Percentile	\$230,041	\$211,040	\$206,221	\$216,664	\$200,803	\$214,780	\$210,414	\$214,154

\*Includes CAWAR and Special Appointments and excludes all Clinicians. Excludes administrative stipends. No statistics are reported for groups of less than 5 persons; the 90th percentile is not reported for any group with less than 20 persons.

Data as of October 1, 2019- Updated: May 15, 2020

SOURCE: HR Database; Prepared by Office of Institutional Research and Analysis