

SAFAGRAM

President's Message

By Doug Spurgeon



First I want to wish everyone a Merry Christmas. I hope that this year brings rest and relaxation to all and provides the opportunity to gather with friends and family.

PPR Process. An interesting point on the PPR process involves what else but the SIR II evaluation. While many individuals feel that the SIR II is the only thing that is used to evaluate an instructor, it is only partially correct. It may be that your Academic Chair

is simply following the guidelines/directives that have been put in place. As instructors, you should be aware of the impact the SIR II has inside and outside of the classroom.

For those who don't know, some of the SIR II information that SAIT has produced can be found on SAITnow.ca.

- Once on the website, no need to login; just select "about SAIT,"
- Select "divisions,"
- From the list of divisions, choose "Academic" from the left-hand side,
- This will bring up another window, which when you scroll down, again on the left you will find a link for "SIR II guidelines and resources." Click that link, and
- Scroll down to find a wealth of information about the SIR II and its uses here on campus. Of particular interest will be the [SIR II Supplemental Guide 2011-12](#). In this guide you will find a specific note about the PPR process. On page 17, see point 15.

15. How does my SIR II score affect my evaluations?

The SIR II score is one of many possible indicators of performance. At SAIT, the instructor's primary responsibility is to improve their competency as an instructor. At the beginning of every academic year, a PPR is created in consultation with the instructor. The SIR II is one of the metrics contributing to that evaluation. **It is the responsibility of the instructor to bring other information to the discussion (see the PPR guidelines). In the absence of additional data, performance will be based solely on SIR II results.**

In this point 15, it states that it is the instructor's responsibility to bring other infor-

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Editorial Board

- Pat Squibb
- Wendy Strashok
- BJ Hamilton—Cartoonist

Layout

Luda Paul

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1. The Editorial Board has the final say as to what is included or deleted from the newsletter.
2. Editorial Board decisions about newsletter material must be agreed to by consensus.
3. The newsletter will include a disclaimer stating that the views expressed in its content do not necessarily represent the views of the Editorial Board or SAFA.
4. All material included in the newsletter must
 - be signed by the author when submitted to the editors, but anonymity may be requested and granted for printing.
 - be based on "reasoned argument" if personal criticism is used.
 - not involve name-calling.
 - not include sexist, racist, or homophobic comments.
 - be related to SAIT, although this will be interpreted broadly.

The views expressed in SAFAGRAM do not necessarily represent the views of the Editorial Board or SAFA.

Library Report

By Alison Hart, Instruction & Communication Team, SAIT Library

Still Haven't Found What You're Looking For?

If the materials you need are not available in our Library, our Interlibrary Loan Services can help you. It is a free service for SAIT staff and students that makes material available from other libraries around the world.

Our researchers will search for the material you need in the following places:

- The Alberta Library Consortium (TAL)
- Amicus and the National Library of Canada
- World Cat (the largest library catalogue in the world containing a global index of library collections)
- Direct contact with many of the authors and publishers

We are currently able to request material from public, government, and university libraries worldwide.

Requesting material from our Interlibrary Loan Services is easy as well. You can request an interlibrary loan:

- in person at the Library Information Desk
- by phone (403) 284-8411
- by fax (403) 284-8619
- by e-mail (library.interlibrary@sait.ca)
- from the Library Home Page (<http://library.sait.ca>) under Services find the Interlibrary Loan links
- by looking for the "Quick Links" section of the homepage and clicking on "Request Interlibrary Loans"

Remember, if you can't find what you need in our Library, we will do our best to locate it and bring it to you in a timely manner. Your academic success is very important to us.

*President's Message
Continued from Page 1*

mation to the PPR discussion. However, if nothing else is brought into the discussion, then the PPR will be based on only the SIR II results. "Is this fair?" you may ask. I do not believe that a fair supervisor would solely base his/her total review of a staff member exclusively on the perceptions of others without first observing the individual. To do something as callous as that would be an indicator, I believe, of a manager who is either overworked or too inexperienced to make a proper assessment and, therefore, relies on the whisperings of others to form a perception of reality in the classroom. To use such a quick subjective performance review would be identical to cashing in your RRSP on a speculation that a friend of your mother's hairdresser, who knows someone close to Wall Street who thought they heard that the Presidential Office of the United States was going to announce that carrots were to be given free to all school-age children in hopes of improving reading comprehension of pre-adolescent teens, and that's why you need to invest in land that could be turned into carrot farms. Of course, at such a fine institute as ours this would never happen, and everyone is evaluated fairly and honestly in a truly transparent environment.

For those who follow the news clips on SAITnow, you would have seen that our very own Dr. Gord Nixon has been published. I for one found his chapter entitled "Revenue Generation through Training a Global Energy Workforce" quite an interesting read. This article was written in March 2010. One

Reserve Services Make Required Reading Easier for Students!

By Alison Hart, Instruction & Communication Team, SAIT Library

The goal of the SAIT Library Reserve collection is to assist instructors who need to provide their students with access to materials that are in high demand. This collection serves the purpose of both limiting and expanding access to the selected material. Heavily demanded items are made available to many more users over a brief period of time.

Both Library and instructor or department owned items can be placed into the Reserve collection. This can include books, videos, articles, and other learning materials which are required for currently taught courses. Instructor or department owned materials must comply with copyright laws. They will need to be the original copy or have proper copyright/licensing clearance before they are submitted to the Reserve collection.

Instructors using personal or department owned material can bring this material to the Information Desk, where they can fill out the Reserve Request form. For Library owned items, you may submit a request in person or online from the Library home page (<http://library.sait.ca>). To access the online form:

- Look for the "Services for" section of the home page,
- Click on "Faculty and Staff,"
- Scroll down the page and click on "Reserve Services for Faculty," and
- Fill out the online form.

Newly processed Reserves will be available for your students within two business days after the material has been received

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piece that I caught my attention was written on page 5 and is as follows:

"Each dean and corporate-training director is part of a pay-for-performance bonus system that encourages and rewards growth in student numbers and increased revenue generation while ensuring high-quality programming. **A maximum bonus of 25% of annual salary is paid at year-end to each dean and director. Managers in the schools are also eligible for annual performance bonuses of up to 10% of their annual salary based on the same criteria as the deans and directors.**

Factors that have created an entrepreneurial culture at SAIT include

1. the centralized-decentralized organization
2. accountability for financial performance
3. ensuring high quality in an area of responsibility
4. the opportunity to run a businesslike unit in an academic organization.

This culture rewards innovation and risk-taking and has promoted a model of successful college leadership (Nixon, 2003)."

LRO Report

By Al Brown



Merry Christmas Everyone!

Some time ago, SAFA initiated a contest with the goal of educating our membership about our Collective Agreement.

This SAFA initiative was well received by faculty, and the feedback indicated that it helped faculty in their understanding of the SAIT/SAFA Collective Agreement. I thought it would be helpful—and fun—to run this contest again! My intention is to have this contest sent by e-mail every two weeks. The winner will be notified by e-mail. Prizes are located in the SAFA Office (N201). The prize will generally be a gift card, so keep an eye on your inbox!

As an added bonus, I've included a crossword puzzle in this edition of the SAFAGRAM. All the answers can be found in the SAFA Collective Agreement. The first Instructor who e-mails me the correct solution will receive a prize.

In case you do not have our Collective Agreement handy and you would like to answer the question, here's the link to our website where you will find an electronic copy to help you find your

answers. <http://www.safacalgary.com/collective%20agreement%202007%20-%202010.pdf>

I recently had a discussion about the Health Spending Account (HSA) as defined in Section 29.04 in the SAIT/SAFA Collective Agreement. The question arose that if an instructor were on a return to work program, was he/she still eligible to receive this benefit? Initially the instructor had been denied his/her HSA as he/she was not deemed to be "actively working"; however, this language is from SAIT's definition of who is eligible—found on SAITNOW under Me and My Career/Employee Benefits webpage in the description of the Health Spending Account. The Collective Agreement language defines eligibility as an academic staff member participating in either the Standard Benefit Plan or the Enhanced Benefit Plan. There is no mention of "actively working." Where a difference arises out of the provisions contained in the Collective Agreement, and the subject matter is also covered in Employer regulations, guidelines or directives, the Collective Agreement shall supersede the regulation, guideline, or directive. As a result, the Instructor was able to access his/her Health Spending Account. This sort of misunderstanding

can happen from time to time, so I encourage you to contact me if you have any questions.

On a positive note, we recently came to a successful resolution to a grievance just prior to the scheduled arbitration hearing date. We also concluded successfully a Level One Grievance prior to going to Level Two—again through informal discussion with the Employer. I'd like to thank all parties involved in resolving these matters in a way that is fair and reasonable to all sides.

As you are well aware, SAFA is in year five of a three-year agreement! The negotiating committee and I are busy preparing for our Interest Arbitration scheduled for March. I hope to have good news to report to you in late spring of 2012. Remember—any salary increases will be retroactive to July 1, 2009. In the meantime, please contact me if you have any questions about negotiations. I found a funny video that highlights the value of sticking together to achieve our common goals. <http://www.youtube.com/watch?v=G9U90AN0qTY>

In closing, I hope everyone has a joyful, restful holiday! See you in 2012! ➡

Library Report
Continued from Page 2

by the Library. The Reserve collection is conveniently located at the Information Desk.

Instructors and students can search for Reserve material in the Library catalogue by clicking on the Reserve Search button found on our homepage. Reserve material can be accessed by typing in any of the following:

- Instructor's name
- Course Name (i.e. Petroleum Geology)
- Course ID number (GEOL 412)

A general "keyword search" can also be performed using the Course ID code (i.e. GEOL 412), and a list of the Reserve material for the course will appear.

For more information about this service, please contact the Library Reserve service by telephone at (403) 284-8411 or e-mail (library.reserves@sait.ca). ➡

Employees to learn Mental Health First Aid (MHFA)

Ten employees will become SAIT's first instructors for the **Mental Health First Aid Program** (a project of the Mental Health Commission of Canada, see www.mental-healthfirstaid.ca).

Any SAIT employee can apply to be trained as an MHFA Instructor. **Spaces are still available** in a week-long training scheduled for January 3-7, 2012, here on campus. Instruction will be given by Denise Waligora, Manager of Program Education at the Mental Health Commission of Canada, Ottawa.

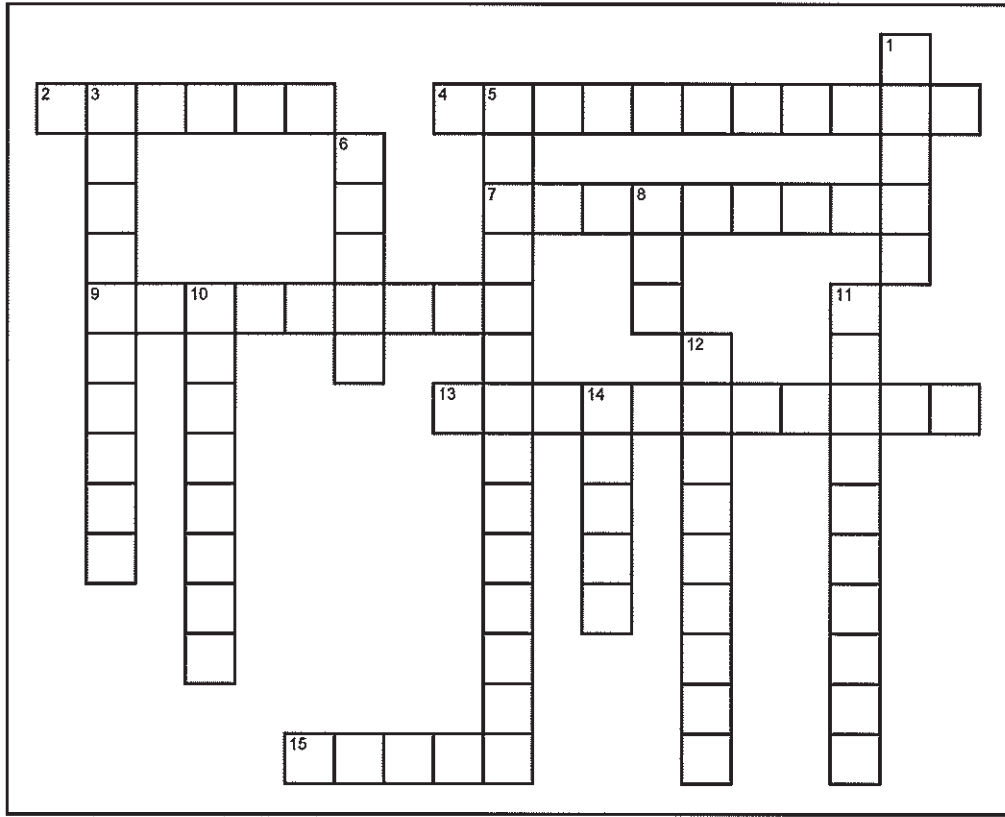
Mental Health First Aid teaches proven methods to recognize the signs and symptoms of mental health problems, reduce the associated stigma, and offer guidance toward professional support. One in three Canadians struggle with mental illness at some time in their lives. **The program teaches how to step in effectively before minor problems become crises.**

Once the first 10 are trained as MHFA Canada Basic Course Instructors, they are then certified to teach a general two-day workshop to other employees. In 2012, SAIT staff will have 20 opportunities to learn some tips for providing mental health first aid, as each instructor will teach two workshops a year.

If you are interested in training to be an MHFA instructor, please read the application materials at <http://www.mentalhealthfirstaid.ca> (click on *Become an Instructor*). Submit your application to Health Safety and Wellness Services. Call 284-7072 or e-mail romana.prokopiw@sait.ca or patrick.carriere@sait.ca, if you have questions. ➡

Crossword Puzzle

Instructions: Complete the crossword puzzle. Use the clues to help identify the words.



Across

2. This type of illness which causes an academic staff member to be absent from duty for a period of three consecutive works days or less.
4. the third level of arbitration
7. This person signs the collective agreement on behalf of the Association
9. a difference regarding the interpretation, application, operation or contravention of the collective agreement
13. This type of review is done annually after the probationary period.
15. The periods assigned to a class within the salary grid

Down

1. the normal hours of work in a week for an academic staff member
3. This type of work shall include all instruction scheduled to take place up to 6 PM.
5. An academic staff member who is to be interviewed on any disciplinary action shall be entitled to have this person present at the interview.
6. This Christmas holiday will be observed in accordance with Section 43.
8. Class contact hours shall not exceed this many in a day unless agreed to by the instructor.
10. This type of discussion is should occur with the Dean before a grievance is filed in an attempt to resolve the matter.
11. Overload pay will be paid at this time of the academic year.
12. an initial period of 12 months from the date of commencement of employment
14. a class contact hours is this many minutes

Speculations

Anonymous

The Post Secondary Learning Act (PSAL) is rather specific in describing who is allowed to be a member of SAIT's Academic and Faculty Association (SAFA). It is those instructors designated as "Academic Staff Members" who are allowed to be a member of SAFA, and these are the employees who SAFA can represent in negotiations, disciplinary hearings, and other related matters.

The PSAL is also specific in describing that the institute (SAIT Polytechnic) holds the responsibility in designating which employees are categorized as Academic Staff Members (PSAL 42(2)a). How does that affect SAFA members? It greatly affects members as the Employment Standards Code and the Labour Relations Code do NOT apply to Academic Staff Members (PSAL Section 90). This means that SAFA members' employment agreement is based solely on what is negotiated through the Collective Agreement.

What is interesting is that the Employment Standards Code and the Labour Relations Code **does** apply to SAIT employees who are **not** designated "Academic Staff Members." This is evident by the presence of the Alberta Union of Employees (AUPE), which represents the support and administrative staff. What about the other employees--Contract instructors and Academic Chairs? Who represents them?

Fortunately, the Employment Standards Code and the Labour Relations Code **does** apply to these employees. They can refer to the Alberta Provincial standards in any disputes that arise. The other avenue that they have is the right to form a union to represent them in contract negotiation and labour disputes. They do have the right to strike, which SAFA members don't have, but that is a double-edged sword. As well as the right to strike, the right to be locked out comes with it--that is the other edge!

In some ways, that double-edged sword is already in place. For example, having a full-time contract of eight or ten months, reoccurring over a number of years, can be considered as being locked out for four or two months each year. But

again that is just speculation . . .

Having a union, which represents a large group of employees, holds more weight in disputes with management than just a single employee. There is strength in numbers and with strength comes the funds to hire legal experts which may not be financially viable for the single employee. For example, the unilateral decision to remove or renege on previously agreed to terms of employment such as earned days off can be handled better and negotiated to an agreeable solution by a strong union.

Creating a union is surprisingly not a difficult or expensive proposition. In fact, a union can be created by a handful of interested individuals for a minimal amount of funding. It could be set up and certified by the Labour Relations Board within a matter of months. Then a membership drive would take place. When sufficient members have joined, the union can then approach SAIT's management and negotiate a contract that is fair and representative for all members.

Unions can be associated with other unions or associations to become stronger and to share resources. If a union was created, it could be closely associated with SAFA to share SAFA's resources such as a shared executive, legal representation, and dues. The executive would be elected by both SAFA and the new union members. This would be beneficial to both sides as SAFA would become stronger with a larger membership base; and the new union would have the years of experience, legal expertise, and funding that SAFA has to offer. Of course, a relationship of this type would need to be ratified at an Annual General Meeting by SAFA's members.

In discussions about creating a new union at SAIT, there was speculation on what name the new union should go by. One suggestion was the SAIT Non-Academic Faculty Association as its members would be "non-academic faculty" members. However, it was realized, that it is not an association; it would be a union. So in musing, the name should be SAIT Non-Academic Faculty Union or SNAFU for short . . . ♦

SAIT BXST Program News

By Wayne Watson, Broadcast Systems Technology

In the first week of November, at the WABE (Western Association of Broadcast Engineers) Conference in Edmonton, SAIT, via BXST, had three exciting outcomes:

1. Don Robertshaw was recognized by WABE for his long-time excellent service to the BXST Program and to our industry. WABE established the Don Robertshaw Scholarship to be given out annually to a deserving BXST student. Don was on hand at the awards luncheon for the announcement by the WABE President (and BXST Advisory member) Brad Hooper. Don was given a standing ovation by the packed hall.
2. The SAIT BXST Program was represented by Wayne Watson who spoke to a joint session breakfast. SAIT updates WABE each year on the BXST Program status. This year was special because he shared the breakfast stage with the Alberta Government. Both groups spoke of the need for skilled workers and how WABE and BXST work together to solve this severe shortage for this industry. The Alberta Govern-

ment representatives took several notes regarding this joint effort and how well it worked. They were impressed with the show of hands of the BXST grads. They will be passing on the good word to Advanced Education for us. Ottawa was also represented in the audience as they have brought the skill shortage up nationally. They were also impressed with how the Broadcast industry and SAIT's BXST Program work together.

3. Through the efforts of Garry Shepherd, Ottawa via the Canadian Research Council, is making a major (about \$3,000.00) software donation to the BXST Program. It was definitely a very significant and high profile week for the BXST Program, Industry, and Government.

Eleven of the eighteen second-year students were at the Conference for the first day and a half and were thrilled to take part and be seen by industry and Government.

Thanks to the combined support of ICT, WABE, and SAFA (for negotiating the PD). All three were key supporters in achieving the above outcomes. ♦

President's Message
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You must remember that this was written some time ago, and while it states the maximum bonus for each dean and director is 25%, the managers are now eligible to receive a maximum of 20%, depending on their pay band. After all, times change and inflationary pressures need to be addressed so that the best people will remain on the job. It is also good to know that we will keep our best APT staff through a 3% increase (expected performance rating) or a 6% increase (role model) up to the maximum of their pay band. Yes, it is good to know that in these times of economic woes and uncertainty that SAIT is able to reward those individuals in management with a fair "pay for performance" system to ensure that we have the best in place.

Again I want to wish everyone a joyous holiday!

Below is the "Pay for Performance" table for your information. ⇄



2011-2012 Calculation of Pay for Performance

Note: 'Pay for Performance' is contingent on achieving a minimum of \$2.5 million annual budget surplus. Management's 'Pay for Performance' is calculated on the actual surplus achieved and the associated departmental financial targets must also be achieved.

The Administrative/Professional/Technical (APT) 'Pay for Performance' (for those at the top of the salary table) remains at 3% (Expected Performance) or 5% (Role Model) of annual base salary at all levels of surplus achieved.

Annual Pay for Performance Surplus Triggers

- 2.5 Million (Amounts greater than 2.5 but less than 9.5 will be prorated) (Minimum Budget Surplus)

President	30%
Vice President	20%
AVP/Dean/Director	15%
Manager (Pay Band 2)	10%
Manager (Pay Band 2A)	5%
APT (at maximum of pay band)	5%

- 9.5 Million (Amounts greater than 9.5 but less than 16.5 will be prorated)

President	35%
Vice President	25%
AVP/Dean/Director	20%
Manager (Pay Band 2)	15%
Manager (Pay Band 2A)	7.5%
APT (at maximum of pay band)	5%

- 16.5 Million (Amounts greater than 16.5 will be prorated)

President	40%
Vice President	30%
AVP/Dean/Director	25%
Manager (Pay Band 2)	20%
Manager (Pay Band 2A)	10%
APT (at maximum of pay band)	5%



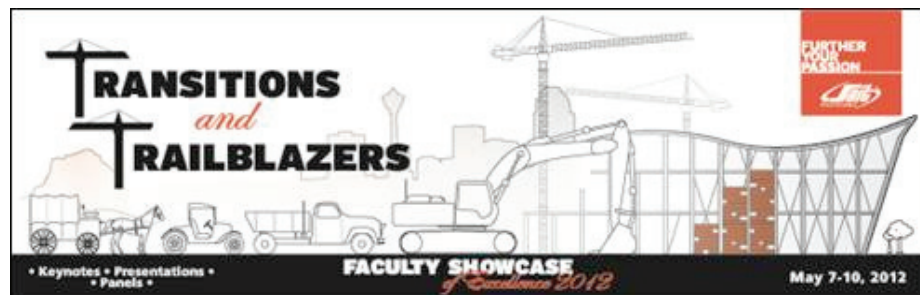
Faculty Showcase

The Faculty Development Services team in Centre for Instructional Technology Development is in the process of developing next year's Showcase. Mark your calendars from Monday, May 7 to Thursday, May 10, 2012 for the *Faculty Showcase of Excellence 2012: Transitions and Trailblazers!*

In recent years, Showcase has grown in popularity with over 1,500 attendees at almost 45 sessions last May featuring your colleagues presenting the best of teaching excellence and learning at SAIT. As 2012 will be a year of transition, the completion of the Trades and Technology Complex will mark a major change in SAIT's history. It is also a milestone year for Calgary with the 100th Anniversary of the Calgary Stampede. During Showcase, we will celebrate this exciting time of transition for SAIT and celebrate pioneers and trailblazers in higher education in our keynote, feature, and faculty speakers.

Again, we will be looking for our own trailblazing faculty and staff to share their innovations and practices that have demonstrated success in support of student learning. Standard sessions will be 50 minutes in length including question and answer. Watch for e-mail updates in the new year as we look to having another successful Showcase in 2012!

For further information feel free to contact the Faculty Development Services Team and Raynie at 8482. ➡



SAIT Health, Safety & Wellness in partnership with SAIT Recreation

SAIT's 8th ANNUAL WELLNESS FAIR

Supporting the health and wellness of the mind, body, and spirit of our staff and students.

January 18, 2012

10 a.m. – 2 p.m.

Heart Building, Atrium

- > Drop by and learn about various Health and Wellness topics.
- > Visit our information booths; watch our recreation demos, and much more!

Health and Wellness Optimization Committee Lunch & Learns

The Health and Wellness Optimization Committee, which consists of employees from various departments and schools at SAIT, got off to a roaring start this year with four Lunch & Learns on nutrition, work/life balance, travel health, and the all-famous stress (but an original take on that one).

Quite the line up!

Here is our schedule for the Winter/Spring:

Jan 26	How to cleanse for effects that last	<i>Cleansing and Losing Weight Effortlessly</i>
Feb 14	Valentine's special—on that very important organ inside your rib cage	<i>Healthy Hearts for a Healthy Life</i>
Feb 29	Renowned life coach from Edmonton, Laurel Vespi, is amazing	<i>What Are You Waiting For?</i>
Apr 12	Interactive and amusing office stretches—your chance to exercise in the Orpheus Theatre!	<i>Stay Fit While You Sit</i>
May 24	Summer kick off	<i>BBQ! Health Tips on Summer Eating</i>

Please check out

[SAITNOW/Me and My Career/Employee Development/Lunch and Learns](#)

to read more details and to register.

Feed your wellness with these talks. Everyone is welcome! ➡



December 10, 2010
An Open Letter to: SAIT Academic Faculty Association
From: Ken Babey, SAIT Polytechnic Athletics Director
Re: Post-Secondary Sport in Canada

Dear Colleagues,

I am writing today to share with you the status of efforts to ensure that SAIT's student athletes enjoy the best possible opportunities for growth and competition while pursuing their education at SAIT.

Currently the post-secondary sport system in Canada is comprised of two organizations: the Canadian Colleges Athletic Association (CCAA) and the Canadian Interuniversity Sport (CIS). These organizations were created several decades ago and reflected 'categories' (two-year diploma granting institutions versus four-year degree granting institutions) of post-secondary education.

SAIT Polytechnic belongs to the CCAA through the Alberta Colleges Athletic Conference (ACAC). Our Trojan teams have achieved strong success winning 104 ACAC (Provincial) Championships and 16 CCAA (National) Championships since the ACAC's inception in 1964.

As you know, the educational landscape has changed dramatically since 1964. Many colleges and polytechnics (like SAIT) have begun offering baccalaureate degree programs – and some colleges have become universities. In Canada, the structure of post-secondary sport has not kept pace with this evolution and that is becoming a growing threat to athletics at institutions like SAIT – who believe sport contributes greatly to society – and are therefore committed to providing elite level experiences to our student athletes.

In response, SAIT Polytechnic applied for membership to the CIS in 2003. Our application was turned down because SAIT was not a member of the Association of Universities and Colleges of Canada (AUCC) and SAIT's primary purpose was not granting baccalaureate degrees.

In 2005, SAIT established a task team, chaired by then Board of Governors member, Ivan Bernardo. The mandate of the task team was to lead the challenge of refining the post-secondary sports system in Canada.

SAIT's idea is that the CCAA and the CIS join together into one sport system. This 'blended model' would see tiers established on the basis of economies of scale, competitiveness and regional rivalries – irrespective of educational designations such as universities, colleges or polytechnics. The structure would be flexible, fluid and open and culminate in Canadian Championships in a number of sports.

Throughout SAIT's journey in pursuing this vision, we have come to understand first-hand the challenges of creating change. Nonetheless, we remain undeterred. Currently we are lobbying our supporters in sports, academics, student associations, media and government to become advocates for a system that – above all else – is focused on the best interests of student athletes.

The task is a difficult one, but students are worth the effort.

Regards,
Ken Babey B.Ed., M.Sc.
Athletic Director
Athletics and Recreation
SAIT Polytechnic
ph. 403-284-8033
fax. 403-284-7109
ken.babey@sait.ca