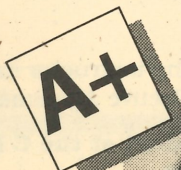


SAFA

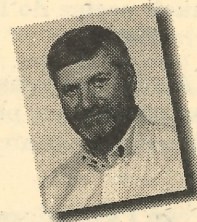


Hilde Clovechok

- CALS Instructor

Hilde Clovechok is stepping down after completing her fourth year on the SAFA-GRAM Editorial Board. Thank you, Hilde, for your exemplary contributions. Your efforts have gone far beyond the expectations. It has been a pleasure working with you, and we have appreciated your leadership in the editing, writing, and proofreading of articles. ♦

Farewell Perspective



by Ed Logue, SAFA President

As my term as SAFA president draws to a close, I would like to take this opportunity to thank the SAFA executive and the many faculty members who helped to make my job fulfilling and, if not always enjoyable, certainly interesting. Special thanks to Heather Sagan and Cathie Dadge without whose help and support I would have been lost.

I leave office with concerns that things are still not all right at SAIT. I feel that there is something innately wrong with an institution where managers take retaliatory steps against employees who speak out, where the use of casual employees as cheap labour not only pushes the limits of the collective agreement but also borders

Continued on page 3

SAFA Benefits Committee



by Kevin Osborne

Since October, the SAFA Benefits Committee (Randy Paul, Chairman, James MacWilliams, Kevin Osborne, and Diana Petit) has been working with Beverly Hanl (SAIT Human Resources) on the issues and concerns related to the SAIT benefits package for SAFA members.

The two main areas of concern for SAFA members appear to be the quality of service provided by Clarica (the present carrier) and the types of coverage provided under the current plan. The latter is an issue to be negotiated within the context of the SAFA contract and, therefore, this may have some significant considerations in the fall and winter of next year.

In November 2000, Beverly Hanl initiated the process of taking the SAIT benefits contract "to market." As the term implies, this means that the package has been put up for tenders from a variety of insurance companies (apparently for the first time in over twenty years).

To facilitate this process, Beverly Hanl, first tendered the services of a benefits consulting company group. Several independent insurance consulting firms placed proposals with SAIT's HR Department. As this was within the authority of SAIT's management team (Ken Masson, Beverly Hanl and Keith Pedersen), SAFA was not invited to participate, nor did it request a role in this process.

On February 8, the SAFA Benefits Committee met with the representatives (Richard Albert and Don Smith) of the consulting company that was awarded the contract, the Norfolk Group. There are relatively few insurance companies interested in or capable of handling a contract of this size. The new carrier, if there is one, should be a major well-known insurance company. Secondly, it is unlikely that SAIT will experience a major cost savings or improvements in coverage at the same cost. So nothing in terms of coverage will change immediately.

SAFA will be asking faculty members for feedback and input on benefits. A list of possible changes in coverage (massage therapy, benefits spending accounts, changes in percentages of coverage) may be compiled for the next contract negotiations.

The renegotiation of basic benefits should always be approached with caution. However, it is likely that some form of survey will be conducted by SAFA in the fall to get a sense of how the members feel about these issues, and the Benefits Committee will present a report to the SAFA Executive Committee by December 2001.

Should any SAFA member have any questions about the current situation, please contact any of the SAFA Benefits Committee members. ♦

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Volume 7 • Nº 5

MAY/JUNE 2001

FAQ'S



by Heather Sagan

FAQ: What is MIPS?

A: MIPS is the Manual of Instructor Preparation Standards.

FAQ: How does MIPS apply to instructors at SAIT?

A: The Instructor Preparation Standards determines where an instructor is placed on the salary grid when hired at SAIT.

The Principles for the Evaluation of Instructor Preparation are based on the following basic qualification standards:

Instructor "A" - preparation less than that required for a three-year apprentice program.

Instructor "B" - a journeyman program requiring three or more years' preparation.

Instructor "C" - a technical diploma based on a course of study of two years.

Instructor "D" - a university degree based on three years' study.

Instructor "E" - a university degree based on four years' study.

Instructor "F" - five years of university study.

SAFAGRAM

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SAFAGRAM is published by the SAIT Academic Faculty Association (SAFA) five times a year on or about the first days of October, December, February, April, and June. Deadline for submissions is the 10th of the month preceding publication. Send submissions to SAFAGRAM, care of the SAFA office, N201 or email submissions to luda.paul@sait. Please keep submissions under 300 words, double space, and, if possible, submit on floppy disc (Mac or DOS) with an accompanying hard copy. Submissions may be edited for grammar, length, or content.

SAFAGRAM editorial policy, as approved by the SAFA Executive on June 14, 1995, is as follows:

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.

A - F apply to the instructor salary grid in Section 46 of the SAIT/SAFA Collective Agreement.

FAQ: If I am hired at the C level on the grid, can I move to level D or E?

A: Upward movement on the salary grid is possible by completing courses relevant to the instructor's area of expertise. However, it is not limited to the instructor's area of expertise as course work toward a Bachelor of Education or a Certificate in Adult Education also applies.

FAQ: Can I get credit for courses that I have taken prior to employment at SAIT?

A: Yes, MIPS credit is granted for courses taken prior to employment at SAIT.

FAQ: What is the process for obtaining MIPS credit?

A: An instructor must complete a MIPS Credit Form with the course name, number of hours, and a copy of the final transcript or certification. Instructors must also provide copies of certification, diplomas and/or degrees for which they are seeking credit. MIPS Credit forms are available from H.R. or from your department.

FAQ: How can I get more information on MIPS?

A: Instructors can get more information by calling the SAFA office at 8321, by e-mailing safa@sait.ab.ca or by contacting your department H.R. Advisor.

FAQ: How much notice do I have to give to LAPP and to SAIT when I retire?

A: The Local Authorities Pension Plan asks for three months' notice when an employee is planning to retire. To resign in good standing, instructors are required to give six weeks' notice.

FAQ: Where can I get information and/or advice on retirement issues?

A: Information is available directly from LAPP by calling 1-800-358-0840, from SAIT Human Resources by contacting Beverly Hanl by e-mail or phone at 4066, or from the SAFA office at 8321, e-mail safa@sait.ab.ca.

FAQ: Does SAIT have a benefits plan for retirees?

A: No, SAIT does not have a benefits plan available for retirees; however, the Alberta Colleges & Institutes Faculties Association (ACIFA) has arranged for group benefits through the Alberta Retired Teachers Association (ARTA). Retirees can select the benefits that will suit their needs in retirement. A \$20 associate membership fee in ARTA is required for faculty to participate. This plan is available to any faculty member who has taught at any time in a post-secondary institute in Alberta. Brochures on the ARTA benefits package are available from the SAFA office.

FAQ: What about a retirement gift and a retirement party?

A: Retirement gifts are selected by retirees from the SAIT Bookstore from a specified list of options. It is the decision of the retiree whether he/she has a retirement function. SAIT covers the cost for up to 125 people with a budget of \$5 per person. Delisa Daniel in H.R. (7106) provides information on a retirement party and retirement gifts.

TLC



Teaching & Learning Centre Summer Greetings and an Invitation...

by Pam August

In the hectic world that is SAIT, we often get going so fast that we don't ever "stop and smell the roses" (or the coffee for that matter!). As another year draws to a close, take some time to reflect on the successes you have had. We thank you for your active participation in the TLC's professional development opportunities and for your commitment to providing quality educational experiences for your learners.

We also invite you to join us in August as we gear up for the 2001/2002 academic year. With the new learning spaces opening up in the Heart Building, the TLC is offering a variety of half-day training sessions to help you work confidently in the facilities. As well, the Instructional Skills Program (ISP) (Pre-service) is scheduled for August 7 - 17 followed by Instructional Skills Workshops (ISW) and Technology Mediated Teaching Workshops (TMTW) in August and September. If you have any questions or are interested in participating, please contact Denis Beaulieu (TMTW) or Jane Duncan (ISP, ISW).

Colleen Kawaliluk, joins us from the Applied Management, Hospitality and Tourism Department, as I spend the next nine months at home starting chapter two in adventures in parenting. She brings to the TLC a wealth of experience in adult education and a real passion for learning.

Have a fun and rejuvenating summer, whether your endeavours take you far away or just to the back deck!
Cheers! ♦♦

FAQs
continued from page 2

FAQ: Can my unused vacation time be taken away from me if I don't use it?

A: No. There are two options for accumulated vacation time—either take the days of vacation that you have accumulated over the last year or two of your employment or be paid for the vacation. The best option is to take the vacation days. If it is not possible to take all of your vacation, then you can be paid for the vacation days that you do not work. Unused vacation cannot be taken away or deducted from your total number of days accumulated.

FAQ: Do I have to take vacation time for professional development activities?

A: No. Instructors are not required to take vacation time to attend professional development activities. Section 14 of the SAIT/SAFA Collective Agreement, sub-section 14.04 *Where operational requirements permit and with the approval of the Employer, leave for professional development may be granted to an academic staff member under the terms and conditions to be agreed between the academic staff member and the Employer.* ♦♦

BOG REPORT



by Gary Codner

I am writing this on May 23 — election day. I trust that everyone has voted, and I look forward to working with the person whom the academic staff has elected.

Russ Wells, the Board Chair, has sent a letter to Ed Logue thanking SAFA members for their input on morale issues. Russ's comments are reflective of the Board's view that we want to hear about the positive issues of SAIT so that these positive areas are strengthened; as well, we must look at ways of correcting the problem areas. My personal belief is that these problem areas can be solved with good communication, honesty, and integrity.

The Board held its team building dinner at the Strategic Leadership Forum's "President of the Year Award" dinner on May 15. Ruth Ramsden-Wood received the President of the Year award from this group. Ruth is a valuable member of the Board, and Katherine Henry and I consider it a special privilege to be able to show our support for her at this event.

SAIT Budget — I fail to see how an accountant can find anything exciting about crunching the numbers; however, it is necessary. Yes, the budget is tight. No, we are not in "dire straits" as one misinformed individual has told me. The Board is keeping a close watch on the numbers. ♦♦

Farewell Perspective
continued from page 1

on the oppressive and where mistrust is rampant. I feel that the low morale at SAIT is an issue that is eroding the very foundations of this institute.

The lack of communication at SAIT is another cause for concern. There is something ominous about a public board that does all of its business behind closed doors. There is something lacking in an institute that fears open communications with faculty and whose newsletter is dedicated to business and industry and foreign education news.

It is because of these and other concerns that it is imperative that the Association remains strong. It requires a strong association to effect change. A strong association requires the involvement of each and every faculty member. Your new executive needs your help and support.

In conclusion, I would like to wish the new President and Executive all the best for their upcoming term. ♦♦

"SUPER STUMPER"

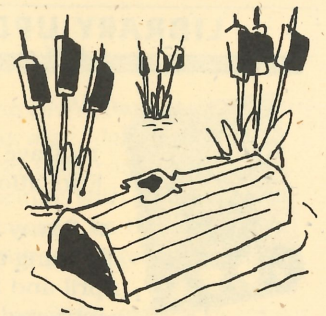
We really had you stumped!! Congratulations to Janice Rey, the Super Stumper winner for the Jan./Feb & Mar./Apr. issues.

Which letters come next in this sequence:

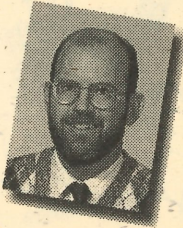
TO NE US RN ER RS _ _ ? _ _

CLUE: The answer is mostly out of this world.

The first person to contact Heather Sagan in the SAFA with the correct answer will receive a gift certificate for two for lunch in the Highwood Dining Room.



LIBRARY UPDATES



by Dave Weber
Educational Resources Library N204 (8408)

- ⇒ Many library staff toured the Heart Building and the site of the new library in April and May. A moving company has been contracted, and the Expansion Office has set the move start date as August 4. We will be shutting our doors in the Senator Burns Building on Friday, August 3, and reopening in the Heart Building on Monday, August 13. The selection of discarded material has never been better. Staff are combing the collection for outdated, unused material. This material will not be moved to the Heart Building, so visit J208, the discard room, before the material is removed for disposal. An inventory of books and other material will be undertaken before the move.
- ⇒ Over 800 students have completed the on-line Web#CT Library Skills Workshop. A survey was issued to all instructors who hosted the Workshop in their career communications classes. We welcome any input concerning Web CT including the instructor survey or any informal feedback. Course content revisions to improve the Workshop and reflect the new Heart Building location will be completed this summer.

⇒ Library Home Page Information Search Tip

Did you know that you can use the Library Home Page search engine called CATALOG SEARCH to link to over 90 information resources on the World Wide Web?

Here's how to browse the Internet resources as a group:

- Click on CATALOG SEARCH from the Home Page

www.sait.ab.ca/library

- Click on WORDS or PHRASE.
- Select INTERNET from the LOOK UP OPTIONS called LOCATION.
- Click on SEARCH CATALOG.
- The results list includes information such as the name of the Web site, a Dewey subject number, and date of publication.
- Click on the VIEW button in the brief record to reach the full record which lists the Web address and the subject heading that categorizes the site.

Typically, searchers will find these Internet sites by searching with keywords or subject headings such as Stock Prices rather than browsing the ever-increasing number of linked sources.

- ⇒ A library committee has been formed to facilitate improvements to the Library Home Page. The goal is to insure that clients are aware of the breadth of information services and the ease of access that the Library Home Page provides. Dynamic information tools such as catalog search are becoming more than indexes for material located in the library. The library is delivering information to the location and the preferred time chosen by our clients.
- ⇒ Two professional development sessions for the Teaching and Learning Centre Spring Professional Development series were developed and delivered by our staff this spring. Dave Weber and Nora Robinson led a workshop on search strategies applied to the library home page, information databases, and the World Wide Web. Nora led a workshop with the new campus Intellectual Property Officer, Desseri Clowater, on the topic of copyright issues and instructor-created Web sites. ♦♦

