

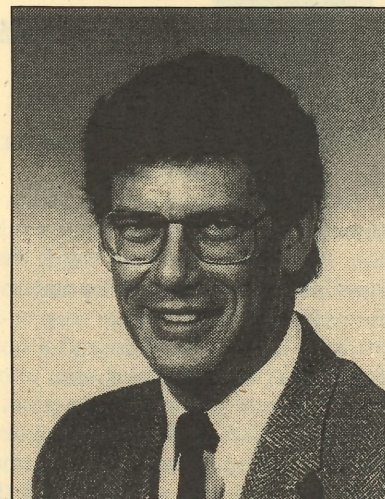
In Memory of Ernest Bellam

We as SAIT faculty have lost a long-standing member of our community. Ernest Bellam passed away on September 6, 2001. Sadly, Ernest had just entered the retirement phase of his life on July 1, when he suddenly fell ill with acute leukemia within one week of leaving SAIT.

Ernest joined SAIT in 1978 as an instructor in the Communication Arts department. He moved into administrative roles—including heading the instructor in-service training—for about 10 years, and then returned to his favourite place—the classroom—about 10 years ago. He also convinced at least one other administrative member to move from administration to teaching, where he felt the most rewards were.

Ernest respected his students and gave everything he could to help them experience success. In the classroom, his wild ties helped break the ice as he worked at building relationships with them. Whether he was in administration or teaching, Ernest was always a giver and a go-getter, volunteering for numerous time-intensive tasks such as conference organizing.

Because of his outgoing way, Ernest was known and considered a friend by many people across the campus. The legacy he leaves us with is an example of the positive difference that concern for others can make. We all—faculty, students, administrators, support staff—will miss his presence among us. ♦♦



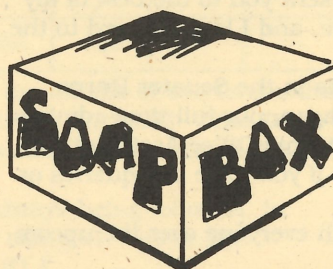
The office of the SAIT Academic Faculty Association is located in the Senator Burns Building, N201, right beside the elevators.

You can contact us
by phone: 8321
by fax: 284-0005
by e-mail at:
safa@sait.ab.ca
website:

<http://www.safacalgary.com>
Office hours are from 8:30 a.m. - 4:30 p.m. daily, and we welcome all faculty members to call us or stop by if you have any questions or concerns.

The Technical Institutes Act of Alberta requires that the institute has an academic staff association. Any SAIT employee who is delivering any instructional component is a member of the faculty association. Through the SAIT Academic Faculty Association (SAFA), the Association attempts to ensure that the working relationships at SAIT are conducive to the continuing quality of SAIT instruction.

We welcome letters to the Editor; however, they must be signed to be printed in the SAFAGRAM. ♦♦



SAFA Soap Box

by Ceril Kenny

I would like to take this opportunity to make some comments about the new SAIT Annual Survey which you will receive soon. I was a member of one of the focus groups so feel that I had a chance to give my opinions during the discussion. I believe that the sample size from combined faculty, AUPE and APT, (25 participants as of June 2001) is too small to be representative of this

population. My understanding is, also, that of the total number of focus group participants to date approximately 43% were from the management/H.R. group, which seems somewhat biased in their favor. However, as well as considering sample size and representation, we have to take into account how good the data is. I would like to include a sentence from one of the statistics textbooks that we use at SAIT. *Elementary Statistics* by Mario Triola, William Goodman, and Richard Law states "Data collected carelessly can be absolutely worthless, even if the sample is quite large." I believe that the survey/questionnaire is long but ask that when it is distributed we all answer the questions carefully. ♦♦

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SAFAGRAM



Volume 8 • No 1

SEPT/OCT 2001



SAFA President's Message

by Ceril Kenny

Welcome back for the 2001-2002 Academic Year.

Welcome back to new facilities on campus; and although there are still some difficulties related to ongoing construction, for the most part, I think that we can appreciate the "new look." I really like the natural light and open space in the new atrium. It is very nice to see faculty, staff, and students enjoying coffee and a chat in the main floor area of the "Heart" Building and also to occasionally see the SAIT President and the VPs there also.

I would like to thank Ed Logue for all that he has accomplished for the Faculty Association, particularly when he was President and also a member of the SAFA Negotiating Committee. He did a great job and will be a hard act to follow. We are continuing with some of the issues initiated by Ed; and of course, there are always plenty of new things. We will keep you updated through the usual variety of ways—Faculty Council, the SAFAGRAM, e-mail, and SAFA website.

I am pleased to be in the position of President of the Faculty Association and will represent you to the best of my ability. We have a strong Executive, and I look forward to the year's activities.

The Faculty Association Office is in the Senator Burns Building, Room N 201. Heather Sagan, our full-time administrator, and Cathie Dadge, our part-time Office Assistant, will be your first contacts at the office if you have any queries or concerns.

Looking forward to working with everyone over the upcoming year. ↔

SAFAGRAM

Editorial Board

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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.

SAIT Annual Survey

from the SAFA Executive Committee

Background

In January 2001, based on results of the ACIFA and SAFA surveys and after discussion of the Board of Governors, SAIT management announced that a committee would be struck to create a climate survey for SAIT employees. In June, a Steering Committee, consisting of the following members was appointed.

1. Michael Dyer, Director of Human Resources
2. Audrey Beadling, AUPE representative
3. Chris Smith, SAFA representative
4. Wanda Ryder, APT representative
5. Marcia Bergman, Marketing and Communications
6. Linda Reiffer, Research Analyst

The Hay Group (Toronto office) was selected to develop a suitable survey for this purpose with David Sissons, a senior employee of the Hay Group, as the consultant.

The committee met periodically, and as meetings progressed, some changes were made:

- The name "Climate Survey" as it appeared in earlier documents was changed to "SAIT Annual Survey." The reason for this was to avoid confusion with the ACIFA Climate Survey.
- The main purpose seemed to change from a climate survey to a tool to enable management to identify areas of operation that need improvement and areas that are deemed to be successful.

It was indicated that SAIT management wished to be able to compare SAIT's performance with other businesses. (The Hay Group has used this kind of survey in many businesses including three educational institutes). SAIT management would also like to compare data from year to year to identify areas of concern and to indicate any improvements.

A random sample of SAIT employees was taken, with proportional representation from AUPE/SAFA/APT, as a basis for forming focus groups. About 50 people were drawn from this sample to participate in actual focus groups. The intent of these discussions was to provide information to be used in composing the survey questionnaire.

Prior to June focus group meetings, David Sissons met with 19 staff from senior management and Human Resources. Of the 50 identified focus group participants, 25 were available from the original random sample of 100 individuals. With input from these 44 people, the consultant produced the first draft of the survey from a question bank compiled and administered by the Hay Group over many years. Some questions were modified or generated to be more SAIT specific. The consultant then presented an interim report to Irene Lewis.

(The remaining 25 members of the original focus group sample were scheduled to meet sometime in September to determine if any changes are needed from their input.)

The survey will be tested and distributed in October.

Raw data obtained from the surveys will not be available to the SAIT steering committee, but the results from the analysis of the data will be delivered to SAIT. Some information will be shared with all employees, other results with only department (or work unit), and some with management only.

Instructor—Workload (Section 36)

by Ceril Kenny



The new Instructor Workload Unit Standard Loads (USL) which went to arbitration last year is now in effect and is being used for instructor workload for this year.

The general guideline for the USL (workload) changes that occur in any department is that an instructor's new USL should be the hours closest to his/her old one in the department unit standard class contact hours.

| Department | I | II | III | IV | V |
|---|-------|-------|-------|-------|-------|
| | Hours | Hours | Hours | Hours | Hours |
| Applied Management, Hospitality & Tourism | 576 | 608 | 758 | 790 | — |
| Centre for Academic Learner Services | 592 | 608 | 656 | — | — |
| Construction | 608 | 624 | 656 | 688 | — |
| Energy | 608 | 656 | 672 | — | — |
| Health & Public Safety | 608 | 624 | — | — | — |
| Information & Communications Technologies | 592 | 656 | 720 | 790 | — |
| Manufacturing & Automation | 608 | 624 | 688 | 720 | 790 |
| Transportation | 608 | 656 | 720 | — | — |

In situations where the current workload is situated exactly in the middle of two levels, the Dean will consult with the individual instructor as outlined in sub-section 36.02: **"The Dean his designate after consultation with individual instructors shall assign instructional workloads within the Department."**

It has been brought to our attention that this guideline is not always being followed. In some departments, instructors have not yet been informed of any changes. (Under the Collective Agreement, instructors must be informed by December 31.)

If you have any concerns or questions about your new USL, please contact the SAFA office (284-8321). ♦♦

SAIT Annual Survey
continued from page 2

Recommendations

We encourage faculty to read all of the questions very carefully and consider the consequences of any answers you may give or decline to give, as the case may be. Choosing not to answer a question because you do not understand it, e.g. because it is ambiguous or it does not give you the opportunity to clearly say what you think, also sends a message. Answer those questions that have a clear interpretation and that you feel you are well qualified to answer.

With some background on the evolution of the survey, and potential use of the data, and with the actual survey in front of you, we hope that you will be in a position to make a personal, informed decision on how to respond.

Clear, honest, and open communication should lead to everyone becoming better informed, which in turn should lead to better decision-making and greater support at all levels. ♦♦

Heart Building Classrooms Provide Something to Talk About

by Denis Beaulieu
Teaching & Learning Centre



As we explore our way through our first semester in the new classroom facilities in the Heart Building, there's certainly no shortage of conversation topics.

The relative merits of the Elmo and the overhead projector, security issues, learning activities involving the SMART Board or the computer, sources for technical support, ideas for promoting group work, and developing materials for use in different classroom environments—these are among the topics that have emerged since we made our first grand entrance into our new building.

A majority of the Heart classrooms are equipped with a standard audio-visual package that includes a powerful NEC data projector, which is connected to an instructor workstation that houses a desktop computer, a VCR, laptop connections, a sound system, and an Elmo document camera.

These rooms are also equipped with either a wall-mounted SMART Board or wall connections for a transportable SMART Board, which can be delivered to the classroom upon request.

Perhaps the most immediate adjustment to these audio-visual classrooms has been the use of the Elmo document camera, which is designed to replace the overhead projector and provide many functions not possible with an overhead.

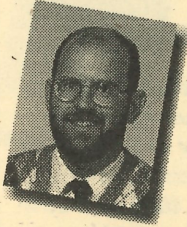
Based on video technology, the Elmo provides the opportunity to project directly from paper, without the intermediate step of creating a transparency sheet. It enables note-taking (without staring into a projector bulb) and it enables the projection of 3-D objects, such as tools and equipment.

The main shortcomings of the Elmo are that it does not project small type as clearly as an overhead projector does and that it produces glare when projecting transparency material. The urgency of these Elmo issues seems to depend on the amount of material already residing on transparency sheets and the amount of lead time available to make adjustments before going into the classroom.

The issues I've mentioned above have resulted in an unprecedented number of e-mails to the TLC and a lot of hallway chat. With some appropriate application of our technologies, we hope to be able to create a broader forum,

Continued on Page 4

Library Updates



by Dave Weber
Centre for Learning, Library

- ⇒ The SAIT Library move from the Senator Burns Building to the Heart Building was completed on August 13. We are located on Level 1, and Level 0 of the MC Block. We opened amidst a team of painters, plumbers, electricians, and installers completing the final touches. Each week since then has seen steady progress in service levels.
- ⇒ The new location is not the only change at the SAIT Library. There have been a number of staff changes also. Tom Skinner will leave his position as Library Manager and begin his new duties in the Centre for Learning Dean's office in October. Susan Brayford will begin work as Library Manager in October. Susan is currently the Library Manager at Keyano College in Fort McMurray. Zahina Iqbal has completed her work with the campus Virtual Space forums and symposium and is now dividing her work between the Library and the Knowledge Management office. Nora Robinson, who taught in the Library and Information Technology program and was the campus intellectual property officer, has filled the position of Reference/Instruction Librarian.
- ⇒ Library Skills instruction is in full swing. In September, instructors booked over 40 sessions including tours and Library Skills Workshop presentations. The Workshop presentations are hosted in the library electronic classroom, MC 015. In July, the Centre for Learning decided not to renew the campus license for WebCT, the courseware used for the Workshop. The learning content was saved and reconstructed. However, the quiz cannot be completed and marked online. The Workshop is again available from the Library Home Page. To reach the Workshop from www.sait.ab.ca/library, click on Library Skills Workshop

Heart Building Classrooms Provide Something to Talk About
continued from page 3

such as a listserv or discussion group.

This fall has also seen the implementation of the "PD by Request" concept, employing the TLC's Training Room in the basement of the Heart Building. PD by Request is part of the TLC's effort to provide the learning experiences that faculty need in a timely manner and at a time that is convenient for the individuals or work groups requesting the sessions.

The TLC Training Room is modeled after the audio-visual classrooms in the Heart Building, and thus includes the standard audio-visual package of projector, computer, Elmo, VCR, and SMART Board connections.

Beginning in August, the TLC offered a well-attended series of classroom training sessions for faculty about to enter Heart classrooms. Look for these sessions to resume later this semester as timetables reveal what's next in the Heart Building.

in the "What's New" section of the page. Hardcopy quizzes are issued during the presentations and from the Library Information Desk. The quiz is available within the on-line Workshop, but we have returned to scantron marking for the fall semester. We are planning to develop a TLM version of the Workshop with marking capability by the winter 2002 semester.

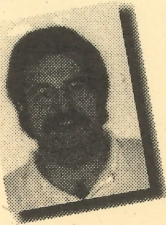
- ⇒ The new version of the library home page was released in July. User friendliness was the goal for this release. Buttons such as "Your Library Profile" and "Using Your Library" will make it easier for library clients to manage their library accounts and develop search skills for the ever-growing information sources available via the home page. Two collaborative information services were also added to the Page:
 - The Ask A Question service is sponsored by the Alberta Learning Knowledge Network and The Alberta Library. AAQ will answer questions from registered students, instructors, and staff of the participating institutions. Participants include Alberta community colleges and institutes. The service answers the kinds of questions you might ask in person at your library within 24 hours. Typically, librarians will help locate appropriate information or resources for assignments.
 - TAL (The Alberta Library) Online is a virtual library catalogue that enables Albertans to search most public and post-secondary library collections in the Province for information and resources over the Internet. Searchers can access databases of articles and Alberta library catalogues. Searchers can also request library materials, read articles online, and find a library location, phone number, or home page using the directory.
- ⇒ Library staff and our clients are making a successful adjustment to the new facility. Everyone will see significant changes to the new library over the next few months. New signage, elevator service, and workstation installations should be completed. We hope that the transition will not interrupt your access to information services. ♦

SAFA Executive 2001/2002

| | |
|----------------------|--|
| President: | Ceril Kenny, Energy - 8321 |
| Secretary/Treasurer: | Amoel Lisecki, Centre for Academic Learner Services - 8334 |
| Past Representative: | Roger Wilhelm, Construction - 8195 |
| Directors: | |
| Division I | Jack Graham, Construction - 8193 Ludo Hof, Construction - 8227 |
| Division II | Ernie Grummett, Energy - 8170 Mary Resch, Information & Communications Technology - 8403 |
| Division III | Carol Leriger, Health & Public Safety - 8890 James McWilliams, Business & Tourism - 7037 |
| Division I | (Construction, Manufacturing & Automation, Transportation) |
| Division II | (Energy, Information & Communications Technology, Centre for Learning, H.R.) |
| Division III | (Business & Tourism, Centre for Academic Learner Services, Health & Public Safety) |

BOG Report

by Chris Smith



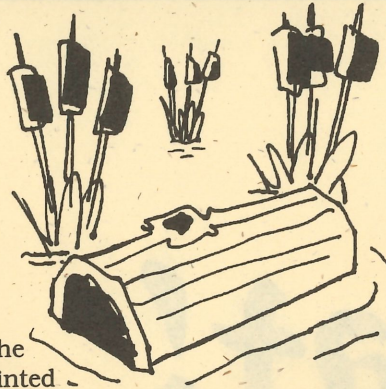
After being nominated by the faculty of SAIT, I was appointed via Ministerial Order effective August 27. The appointment letter from Learning Minister Lyle Oberg, in part stated:

Alberta's policy of appointing an academic staff member to the board is intended to **ensure that the views of academic staff** will be included in the consideration of issues brought before the board. **Academic staff members appointed to the board have the same status as other members. They are entitled to participate in all matters** and are similarly obliged to respect the confidential nature of the board's discussions.

The appointment letter from Chair Russ Wells also stated, "We look forward to working with you and **receiving your input** on the many challenges ..." and "**Board members share equally** the responsibility for governing SAIT" ... "**regardless of the constituent group they represent.**" He went on to say "All Board members represent the general interest of the Institute and must have a commitment to the ... well-being of SAIT."

It is an interesting role and sometimes the direction can be ambiguous as the quotes in the previous paragraphs show.

On June 27, I attended a breakfast orientation meeting with BOG Chair Russ Wells, President Irene Lewis, and AUPE representative Sionnain McNally. Another orientation meeting was held on July 24 with SAIT's three Vice-Presidents



(Academic/Administration/External Relations), where the new Board members—Sionnain McNally (AUPE), Dave Buffett (Public), Doug Mitchell (Vice-Chair Public)—and I had the three division roles and functions explained.

There appear to be difficulties in scheduled meetings taking place due to members' conflicting commitments. For example, a BOG planning day scheduled for August 28 was postponed because many members were unable to attend. Instead an extra two hours were added to the regular September 25 meeting, and other additional short meetings may follow. Next year, two days have been proposed for BOG planning sessions; in the past sessions as long as three days have been used. The Expansion Project Work Team Meeting, which I was to attend on September 4, was cancelled due to the absence of the chair and vice-chair.

Gary Codner, the other BOG faculty representative, and I attended the Private Dedication Ceremony & Dinner given for Martin Cohos on September 6. The excellent evening was a fitting tribute to the architect of our expansion. For me, some of the speeches were an eye-opener—very interesting! Gary and I also attended the Grand Opening of the Commons and Dedication to Martin Cohos on September 7.

Recently I had an opportunity to speak with Chair Russ Wells about the committee and work groups on which I would like to serve. There are two standing committees: Audit/Financial and Governance and Priorities. I was informed that SAFA and AUPE employee reps are "persona non grata" on the latter. This forces all employee representatives to serve only on the Audit/Financial Committee. The work teams will be named at the September 25 regular Board Meeting, at which time I will volunteer to serve on several work teams.

I have assumed the responsibility of this position and will do my best to fulfill Alberta's policy as stated in Dr. Oberg's letter. As such I intend to make every effort to attend all meetings and functions. ➡

Spell Check Bloopers

(Comic relief while marking papers.)

An example from Word Perfect and MS Word spell/grammar checkers:

I is know please to tell you that you have one a PT Cruiser!

MS Word picked up on the misspelled **your** and tried to change it to **you're!**

Students who are counting on spellcheck to do the work are in deep trouble!!

From Reports

Do not reach across the table to poor wine to you guests.

Knock if the door sign says "Maid Service" or no sigh is posted.

It maintains four levels of accommodations to ensure that all types of gusts can be accommodated.

For travellers who are interesting in Las Vegas, they should consider the Mirage.

Check the "Made Service."

Report the room's occupied statues to your supervisor.

Do not shake the bottle or there may be fissure of the contents.

Wine bottle should be held near the bottom for sanity reasons.

To gain pat-time employment.

From Résumés

Souse Chef

Maintained excellent gust services

Motivated employees to peruse their education.

I will be most graceful for any other information you can give me. ➡

What!

No editorial cartoon ...

