

Blow Your Horn



"Blow Your Horn" is an opportunity for instructors to educate the rest of us about their program by providing a personal view of what they and their students are up to.

FIRST CANADIAN CULINARY TEXT



by Fred Malley

We really do have a Canadian identity and the text *On Cooking: A Textbook of Culinary Fundamentals* by Labensky, Hause, Malley, Bevan, and Sicoli is the end of a lot of frustration. For years we have had to say "but, in Canada, it is this way," and then proceed to produce supplementary materials.

Finally seeing the book a reality can be likened to the denouement. The climax was really when the project got the green light from Prentice Hall Canada Inc. The pleasure of working on this book came from two sources: Prentice Hall Canada's commitment to do a quality job and to see this project through and from working with my partners at Vancouver Community College and Humber College.

A unique feature of the text is the cameos and brief biographies of Canadian recipe

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RECIPE 16.10
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Pork Tenderloin Medallions with Shiitake Mushrooms, Goat Cheese, and Port Wine

Southern Alberta Institute of Technology, Calgary, AB
Chef Instructor Colin Maxwell

Yield: 4 Servings

Pork tenderloin medallions,
2 - 1/2 oz. (75 g) each

Clarified butter

Shallots, chopped

Garlic, chopped

Ginger, chopped

Shiitake mushrooms, sliced

Brandy

Port wine

Demi-glace

Cream, 35%

Goat cheese slices, unripened,
1/2 oz. (15 g) each

Method: Sautéing

8

8

2 Tbsp.

30 mL

2 tsp.

10 mL

1 tsp.

5 mL

1 tsp.

5 mL

8

8

1 oz.

30 mL

3 oz.

90 mL

6 oz.

180 mL

6 oz.

180 mL

8

8

Sauté the pork in clarified butter, cook to medium. Remove from pan and keep warm.

Sweat shallots, garlic and ginger in the same pan for about 1 minute or until soft. Add mushrooms and cook 1 more minute.

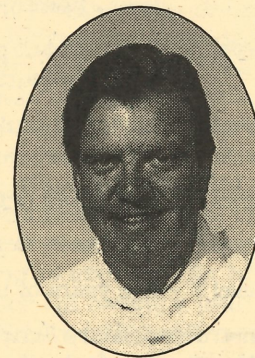
Flame with brandy. Add port wine and reduce liquid by half.

Add demi-glace and cream. Simmer until sauce thickens.

Place goat cheese on medallions and warm under salamander. (Do not cook cheese).

Arrange pork on the serving plate with garnishes and coat the meat with sauce.

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Colin Maxwell

Currently an instructor at SAIT, Colin had much of his training in England. He came to Canada in 1979, and quickly became the Executive Sous Chef at the Chateau Airport Hotel, where he helped run the Flight Kitchen. He was a member of Team Calgary in the 1987 World Culinary Arts Show in Vancouver, and sat on the Red Seal Exam Revision Committee in 1998.

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Volume ⁵ 1 • N° 4¹

SEPT/OCT 1998

FAQs



by Heather Sagan

FAQ: Should instructors teaching in Business & Industry programs be hired and paid according to the salary grid?

A: The answer is YES!

FAQ: What criteria is used for placement on the salary grid?

A: The guideline at SAIT for evaluating education and experience for instructors is MIPS (Manual of Instructor Preparation Standards). MIPS information is available from the SAFA office or from Human Resources.

FAQ: What is the standard?

A: The principles for the evaluation of instructor preparation are based on the following basic qualification standards:

- Level A - preparation less than that required for a three-year apprentice program
- Level B - journeyman program requiring three or more years' preparation
- Level C - technical diploma based on a course of study of two years
- Level D - university degree based on three years' study
- Level E - university degree based on four years' study
- Level F - five years of university study

The Instructor Salary Schedule in the collective agreement is based on the Levels A - F of the Instructor Preparation Standard.

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.ab.ca. Please keep submissions under 300 words, double spaced, 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 in 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

FAQ: How is it applied?

A: When an instructor is hired, the preparation level is determined by the department dean in consultation with the human resource advisor or designate.

FAQ: Should a casual instructor teaching on a sessional contract be paid 10.8% in lieu of vacation?

A: All instructors (except those teaching Continuing Education classes in the evening) should be paid 10.8% in lieu of vacation in addition to their hourly rate.

FAQ: When does an instructor move to the next step on the salary grid?

A: Instructors move to the next step on the salary grid when they have completed one year of full-time employment or equivalent. (2,080 hours = 52 weeks x 40 hours/week)

FAQ: What courses constitute credit toward a full teaching load?

A: Grant-funded courses and business and industry courses constitute credit toward a full teaching load. ♦♦

Library Updates



by Dave Weber
Educational Resources Library

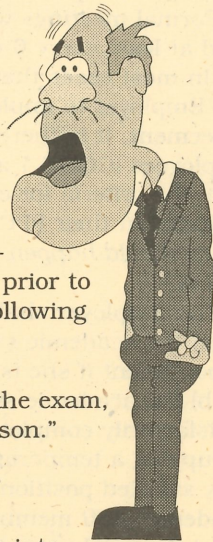
- ⇒ The Library has experienced several staff changes recently. Library teamleader, Tom Skinner, has been seconded to the Cybersait Knowledge Centre initiative until the summer of 1999. Zahina Iqbal has joined the library as cover-off for Tom, and Nora Robinson has joined the department to assume responsibility for institute copyright matters.
- ⇒ Library clients will experience a number of service enhancements this fall. The final phases of the new integrated library system installation have been completed. Services ranging from check-in/check-out to the new catalogue on the Web are now available. The catalogue is now Web-based and can be reached from a variety of addresses including www.unicorn.sait.ab.ca, and the Sait.Intranet: in.sait.ab.ca/.
- ⇒ The new library system gives library clients access to their own borrower accounts. A list of material on loan, due dates, loan extension, and hold privileges are also featured. Borrower accounts can be reached with the library card bar code number and a PIN (issued at the Library Information Desk). The Web Catalogue also gives off-campus access to the Proquest Direct. Journal/Newspaper article research database to SAIT students and staff.
- ⇒ If you have not tried any of these new services and would like a demo, please let me know. Classroom presentation for your students are also available. ♦♦
Dave Weber, SAIT
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You've Got to be Kidding!



Just when you think you have heard it all, take a look at the following real-life situation . . .

A student is absent from a mid-term exam. The policy states that



students must produce a medical certificate for illness and notify the instructor prior to the exam. The day after the exam, the following conversation takes place:

STUDENT: "I am sorry I missed the exam, but I have a valid reason."

INSTRUCTOR: "What is the reason?"

STUDENT: "I would rather not go into details, but I could not be here."

INSTRUCTOR: "Without substantiation, you will score zero on the exam."

STUDENT: "Okay . . . I uh, I uh . . . I couldn't write the exam because I was in jail."

INSTRUCTOR: "What's your point? I understand you are allowed one phone call. I assume it would be to me about the exam!"

This is just one of many stories out there. If you have a story that is funny and/or stranger than fiction, submit it to the SAFAGRAM. If you are published, you will receive **dinner for two at the Highwood.** ⇨

TLC



Teaching and Learning Centre
By Laura Cuthbertson

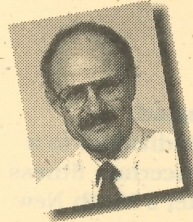
Summer is now a fond and distant memory, and the semester is in full gear. The Teaching and Learning Centre would like to welcome a new member to the team: Pam

August, Projects Co-ordinator. Pam, as a member of the Teaching and Learning Centre Facilitation Team, is a long-time associate of the centre. She is a familiar face around campus, not only from her work with the TLC and the ISO 9000 project, but also through her position as an instructor and team leader for the Food and Nutrition Management Technology Program. We welcome Pam and look forward to the contribution she will make toward SAIT's Faculty Training and Professional Development initiatives.

The scope of the Teaching and Learning Centre has broadened to incorporate both faculty and non-faculty needs. The Teaching and Learning Centre is now the heart of training and development for SAIT; it will be coordinating training campus-wide. Lois Skillen has joined the centre as Administrative Assistant, and Marcel Carpenter will be

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PERSPECTIVE



by Barry Pratt,
President, SAIT Academic Faculty Association

SAIT's New President

Welcome to the 1998/99 academic year. We have a new President and I have had several meetings and conversations with her. I am impressed.

Irene Lewis is making a strong effort to meet with staff to get firsthand feedback. She asked for direct input from all employees in her Opinionaire. She already has taken some actions based on your responses.

When the Institutional Performance Payment was offered, I asked several times for the concerns of faculty to be addressed in writing. After waiting several months, I met with Irene Lewis and three days later, I had the letter we had been requesting.

At the annual welcome back presentation, the focus was on SAIT staff. We were also treated to the shortest Presidential speech in recent memory.

I am optimistic from these initial indications that our new President listens to staff and makes an effort, as indicated by her Friday visits around campus, to "work with" staff to improve SAIT. (At the same time, you know that I am always willing to "butt heads" if that is what is required for the good of our faculty and students.)

SAFA & You

The SAIT Academic Faculty Association is here to be of assistance to SAIT faculty. We want to hear from you if you need information or have any concerns or problems. We attempt to solve problems with and for faculty through discussions with academic coordinators, deans, and Human Resources, and other departments when necessary. Our goal is to assist faculty to resolve issues with the minimum disruption and stress. Every attempt is made to solve problems informally. However, if necessary, we have a grievance process.

When do you ask for help? When you are in the right, when you are in the wrong, or when you just don't know. We treat all enquiries, concerns, and problems in strictest confidence. Prevention is always a better course. Experience shows that when a problem is not given attention until there has been disciplinary or other action, it is usually not possible to change the action. SAFA assistance from the beginning is the best prevention. ⇨

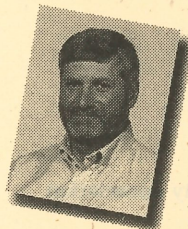
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contributors. Being able to call on many of Canada's foremost chefs and extract their personal recipes was very rewarding. It helped establish Canadian cuisine for apprentices and students.

I am indebted to the Hospitality Careers faculty for their advice and recipes. I was also privileged to be afforded overall editorial consultancy for the entire book. I now have a new

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Know Your Collective Agreement



By Ed Logue

Section 17 Probationary Period:

Probation: "Subjection of an individual to a period of testing and trial to ascertain fitness (as for a job or school)." Webster's Ninth New

Collegiate Dictionary

A word used in the feminine gender also applies in the masculine.

How long is the probationary period?

The probationary period is 24 months from the date of commencement of work.

An academic staff member who has previously been employed by the Employer may, at the discretion of the Employer, have such previous employment considered as part of the probationary period.

Although 24 months seems like a long period of testing and trial, it does not appear to be out of line with collective agreements at other institutes in Alberta. It has not been common practice for the Employer to consider previous employment as part of the probationary period.

Who serves a probationary period?

Academic staff members appointed to a permanent position or a temporary salaried position shall serve an initial probationary period.

There seems to be some confusion about the application of this part of Section 17. The probationary period applies not only to academic staff members appointed to permanent positions (CODE 1 POSITIONS) but also to academic staff members appointed to temporary salaried positions (CODE 7 POSITIONS).

How is the probationary period monitored?

Within the first 2 months of employment, a probationary academic staff member shall meet with her Dean/Director/Manager or designate. During that time the academic staff member shall be provided in writing with an

appropriate role definition, the criteria for evaluation, and established expectations.

Formal meetings with the academic staff member shall be held at least every 6 months during the probationary period.

In most cases there does not appear to be any attempt by the Employer to implement these provisions of the collective agreement. It is therefore important for all probationary employees (CODE 1 and CODE 7) to have their role definition, the criteria for evaluation, and established expectations included in their PPC.

What should happen at the completion of the probationary period?

The Employer shall determine that

(a) the academic staff member be granted permanent appointment if she is occupying a permanent position, or

(b) the academic staff member be notified that she has satisfactorily completed the probationary period if she is occupying a temporary salaried position. Should that temporary salaried position be deemed a permanent position, the academic staff member shall be granted permanent status, or

(c) the academic staff member shall be released with 2 weeks' prior written notice or pay in lieu of written notice. For an academic staff member appointed to a permanent position (CODE 1), the completion of the probationary period will result in being granted permanent appointment or being released.

For an academic staff member occupying a temporary salaried position (CODE 7), things are a little more complicated. At the end of the 24-month probationary period, she must be notified that she has satisfactorily completed the probationary period. It appears that in many cases this is not being done. The onus, therefore, appears to be on the temporary salaried employee to obtain notification, in writing from her Dean that she has satisfactorily completed the probationary period.

A temporary salaried employee being hired for a third year (fifth semester) would imply satisfactory performance, and she should, therefore, be entitled to receive notification of completion of probation. ♦

What Have You Accomplished?

by Bonnie Benoit



About a year and a half ago, Dale Landry asked at a department meeting: "What have you accomplished." Silence filled the air. No one said anything. This is not an unusual response. People caught off guard often don't know what to answer to this question.

There is, however, a solution. Make yourself a career portfolio.

A career portfolio is much more than a job-seeking tool; it is a personal review tool to help you remember all the wonderful things you've done and accomplished. Portfolios can be formal or informal.

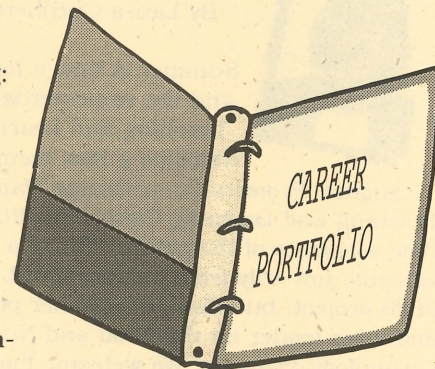
You can set up an organized portfolio in a binder with dividers that separate sections such as skills, awards, accomplishments (e.g., degrees, certificates, mastering a new technique, etc.), recommendation letters, thank-you notes, and the list goes on.

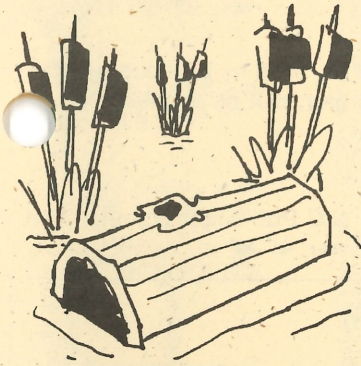
There are some excellent books on portfolio development; for example, *Creating Your Career Portfolio* by Anna Graf Williams, Ph.D., and Karen J. Hall; and *Portfolio Development for Career Planning* by Michael J. Pierson and Oscar L. Dorsey. There are also a number of Internet sites including

- Worklink: Portfolio of Your Work @<http://www.ets.org/worklink/portfoli.html>
- Career Services@<http://www.uwec.edu/Admin/Career/faqs/04pf.html>
- Southwest Missouri State University@<http://www.smsu.edu/career/cppc/prtfolio.htm>

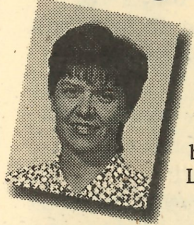
If you want to be less formal, throw all of the items that you collect in a box, file folder, or accordion file.

The object of a career portfolio is to collect examples of everything that proves you are wonderful and talented. So the next time someone says to you, "What have you accomplished?" you can say with confidence and pride, "I've accomplished" ♦





BOG Log



by Irene
Langille

The Board of Governor's retreat, June 25-26, 1998, was spent discussing the role of the Board. Many Board members confirmed their confidence in the way SAIT is being managed.

We discussed the need for the Board to be strategic, not tactical. The Board recommended that they receive less tactical-oriented paperwork; instead, they would like to spend their time developing or reviewing strategic direction. For example, the Board should review SAIT's model or framework for developing Centers of Applied Technology or Applied Research. The Board should review and discuss the principles of growth, electronic delivery, and automat-

ed customer interface, which are the backbone of SAIT's vision.

The Board should also monitor the strategies set by management to address poor staff morale. It was recommended that employees need to be engaged in defining solutions to the problems so we **all** can make a difference in **our** organization. A staff survey is seen as an excellent tool to monitor progress over many years. Efforts should focus on 2-3 key issues per year.

The main areas of focus for the Board this year will be SAIT's growth, renovations, customer service projects, fund development, and SAIT's human resources; specifically, compensation and professional development.

I left the Board retreat with a "To Do" list. So far I've visited one of the two departments assigned to me. Paul Delorme gave me an excellent tour and overview of ACET, and I will soon tour Materials Management. I also left the retreat wanting to learn more about the Centers (Petroleum Well Site, CIBC Business Computing, Industrial Coating, Amoco Industrial Control, Engineered Air); I have visited three of the five. As well, I wanted to learn more about ACCESS and TEP. The TEP Open House made it convenient to learn more about that initiative.

The first Board meeting was held September 29, 1998, and all agenda item discussions painted a picture of a growing, financially healthy organization. I'm new on the Board and it may take me some time to sort this out, but I don't understand why the expressed level of confidence in all our projects cannot be translated into confidence in granting a percentage increase on the pay grid for faculty. Instead, the approach is to offer us a performance payment. The auditor's report was complimentary of SAIT's progress in defining and implementing a performance payment. Faculty are pleased about getting some financial recognition for their hard work, but.....I'll share more on this issue as I learn more.

The Board also discussed the proposed changes to the pension plan and felt they could support the process of investigating the possibility of a withdrawal from LAPP and the establishment of a SAIT-sponsored plan, but they could not support the presented plan since they didn't feel well enough informed. In addition to this, the Board felt that the employees should decide which type of pension plan best meets their needs. The Board encouraged the Steering Committee to focus on employee communication (disclosure of all issues is crucial) and education. This

could include meetings as well as on-line tools. I encourage all faculty members to take the initiative to become well-informed and to vote based on knowledge, not emotion.

The meeting concluded with the President's report. Irene Lewis shared the change of direction in Academic Council. The wishes of the Council are to have Gary Kerr chair and to review their bylaws to ensure the Council has more meaningful academic responsibilities. Irene Lewis also shared her impressions of SAIT, a highly energized organization with much intellectual capital that will continue to move us forward. I agree; we are good!

If you have any thoughts or suggestions that I should share at the Board table, I would be happy to hear from you. Please remember, these thoughts need to be strategic. If you have tactical or operational concerns, there are others in your department to approach for help. Since I'm having a little difficulty fitting coffee or lunch breaks into my day, chances are you won't be able to bend my ear in the cafeteria. I am very conscientious, though, about answering all my e-mail (irene.langille@sait.ab.ca) and voice mail messages (7224).

Looking forward to hearing from you. ♦

Bloopers

A friend from England sent these items that he found on the internet.

Due to increasing problems with vandals, we must ask anyone with relatives buried in the graveyard to do their best to keep them in order. (Notice sent to residents of Wiltshire parish)

Anyone leaving their garments here for more than 30 days will be disposed of. (Notice in dry cleaner's window)

For anyone who has children and doesn't know it,

there is a day care on the first floor. (sign at a conference)

Elephants please stay in your car. (sign in safari park)

Having completed the Red Cross course, the instructor issued certificates to the students.

In accordance with your instructions, I have given birth to twins in the enclosed envelope. ⁽¹⁾

⁽¹⁾ Comments from letters sent to Social Services Department culled by the Cheshire Road Club magazine.

TLC
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providing his assistance by coordinating the Zenger-Miller Leadership Program. Watch for course offerings.

Here's a preview of some of the Teaching and Learning Centre learning opportunities this year:

Instructional Skills Workshops (for new and not-so-new faculty)

- Instructional Skills Program (PreService)
 - Curriculum Development Workshops (CD 2000)
 - T.E.P. (Technology Enhancement Program) Training
 - Computer Mediated Instruction Training
 - Core and Advanced Computer Skills
 - Professional Development Series (February-June)
- Additional professional development opportunities to be announced

University of Alberta Bachelor of Education Program Coaching/mentoring program—an opportunity for faculty members to receive ongoing feedback and coaching from a peer.

Best practices roundtables starting this semester. (Let us know what you are doing that is particularly effective or what you would like to learn.)

We have been receiving calls regarding DACUM and Program Quality Assurance. These initiatives are no longer coordinated through the Teaching and Learning Centre. Please contact Human Resources.

While there are a lot of new initiatives, some things do not change. At the Teaching and Learning Centre, we, as SAIT faculty, are committed to supporting you to provide quality learning experiences for your students. If you have any

questions, suggestions, or concerns, stop by and see us at N 202 in the Senator Burns Building; call us at 284-7283, e-mail us at:

pam.august@sait.ab.ca
laura.cuthbertson@sait.ab.ca

Keep your eyes posted for the TLC Pub Night coming soon to the fourth floor staff lounge, "Take 4!" ♦♦


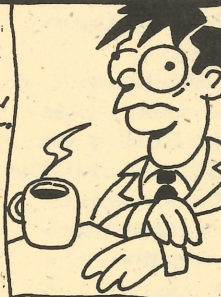



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appreciation for writing and more particularly, editing, not to mention the cross-referencing. The necessary cross-referencing was daunting and often conflicting. For example, nailing down a current regulation is almost impossible—they are all "under review."

Putting this book together took a lot of long, grueling hours, and co-authoring an adaptation is no less involved than

starting from scratch. In retrospect, it may have been easier to do just that, but it would have taken much longer. Would I do it again? We are all taking a year off—planning the second edition!

On Cooking: A Textbook of Culinary Fundamentals is available at the bookstore, and the accompanying recipe is just one of the great recipes in the book. Bon Appetite! ♦♦

<p>THIS IS YOUR LIFE SAIT</p> <p>© 1998 BJ HAMILTON</p>	<p>HOW TO TELL IF YOU ARE SUFFERING SAITRAGE</p>		<p>NEXT UP: CYBERSAIT (OR: THE MONEYPIT, PART II) UNLESS OF COURSE, I CAN THINK OF SOMETHING ELSE TO MOCK.</p>
<p>SITTING IN YOUR CUBICLE, QUIETLY SEETHING, WHILE YOUR BOWELS, NORMALLY DEPENDABLE, JUMP & TWITCH WITH EXPLOSIVE IRREGULARITY, YOU BEGIN TO SENSE A FEELING LOW IN YOUR GUT THAT, WHILE NOT QUITE</p> 	<p>ABOVE SLAVERY, AND BY YOUR OWN PITIFUL DESIRE TO MAKE A DIFFERENCE. YET, DEEP DOWN, YOU HAVE A WHOLE SLEW OF BURBLING RESENTMENTS -- DON'T DENY IT -- AND ONE OF THOSE SECRET LONGINGS REVOLVES AROUND THE DESIRE TO TAKE YOUR NOT-AS-YET-ILLEGAL SHOTGUN</p> 	<p>THINKING DARK & EVIL THOUGHTS ABOUT THOSE WHO WASTE BANDWIDTH TRADING BORSCHT RECIPES & FAILING TO GRASP THE CONCEPT THAT 'REPLY TO ALL?' IS AN OPTION, NOT A GIVEN. MAYBE YOU'LL JUST CHUCK IT ALL AND OPEN THAT LITTLE CARROT JUICE AND BAGEL SHOP IN OGDEN -- BUT WAIT! IT'S NOT SO BAD HERE! YOU'VE GOT A MODICUM OF PRESTIGE HERE, THE</p> 	
<p>YOU THAT LIFE IS PASSING YOU BY, AND YOU ARE TRAPPED--TRAPPED BY THE BANNER SYSTEM, WITH ALL OF ITS FREAKISH NOTIONS OF HOW TO CONSTRUCT A "WORKABLE" TIME-TABLE, BY AN ECONOMIC SYSTEM THAT RANKS TEACHING ONLY SLIGHTLY</p> 	<p>AND BLOW AWAY EACH AND EVERY PHOTOCOPIER ON CAMPUS, REPLACING THEM WITH TRUSTY MIMEOGRAPHS. FIRING UP YOUR PRE-PENTIUM WORKSTATION (NO MAC FOR YOU!), YOU ATTEMPT TO SCAN THROUGH THE 4,982 NEW E-MAIL MESSAGES SINCE YESTERDAY,</p> 	<p>PROMISE OF A TIDY LITTLE (2.04%) BONUS AND, IF YOU DON'T STROKE OUT BEFOREHAND, SOME TYPE OF PENSION, SO BACK TO YET ANOTHER POINTLESS MEETING, LISTENING TO THE BABBLE GO ON AND ON AND ON... REMEMBER TO KEEP HUMMING THE THEME SONG TO THE SILENCE OF THE LAMBS</p> 