



Memorandum

To: SIAST Faculty and Staff

From: Dr. Robert G. McCulloch
President and CEO

MARCH 29, 2011 SMC SUMMARY REPORT

DECISION

Policy G-3.3, Tuition and Fees/2011-12 Student Fee Schedule: Revision

The senior vice-president, academic, presented a revised Tuition and Fees policy #G-3.3 with attached proposed 2011-12 Student Fee Schedule. The policy and fee schedule has been adjusted to reflect the recently mandated 3% tuition and fee increase.

SMC endorsed the revised Tuition and Fees policy #G-3.3 and 2011-12 SIAST Fee Schedule reflecting a 3% increase over its 2010-11 tuition and fees. The revised policy will be submitted for endorsement by the SIAST board of directors' governance/policy committee and approval by the SIAST board of directors at each of its respective April 2011 meetings.

Student Parking Implementation Process

The vice-president, administrative services, presented, and SMC approved, a recommendation that effective September 2011 SIAST will adopt a daily pay and display system for student parking at \$2.00 per day. The vice-president, administrative services, noted the pay and display option will provide a much more equitable solution for students attending SIAST.

SMC agreed that it is important that visitor lots be clearly marked and separated from student lots. The daily parking fee in visitor lots will be \$5.00 per day.

The vice-president, administrative services, informed SMC that a consultant will be commissioned to assist SIAST in the configuration and development of its student and visitor paid parking system. Following receipt of the consultant's findings and recommendations, Parking policy #O-1.6 will be amended to reflect all changes. In addition, the SIAST Calendar 2011-12 will be adjusted to include reference of student paid parking.

SIAST Honorary Diploma Committee Terms of Reference and Procedures

SMC endorsed and the president approved revised SIAST honorary diploma committee terms of reference and procedures, effective immediately. The terms of reference and procedures have been amended to no longer require a specific discipline to award honorary diplomas in, extend the deadline for nominations to January 31 in each year, and include an associate dean as an option for membership on the SIAST honorary diploma committee.

The revised SIAST honorary diploma committee terms of reference and procedures will be posted on mySIAST.

Reasonable Accommodation policy #G-3.5

The vice-president, administrative services, presented a revised Reasonable Accommodation policy #G-3.5 to SMC. She noted that Appendix C of the policy has been amended to include reference and a link to a new Reasonable Accommodation of Students online training tool. The new training tool is designed to provide information and assist employees in effective and efficient solutions to students' reasonable accommodation requests.

SMC endorsed and the president approved the revised procedures to Reasonable Accommodation policy #G-3.5. The revised policy will be posted on the SIAST website and notification provided to the SIAST community.

INFORMATION/ENDORSEMENT

Approved Program Proposals from Deans' Council on March 2, 2011: Major Revisions

SMC received notification and endorsed the following minor revision program proposal approved by deans' council on March 2, 2011:

- Computer Systems Technology diploma: major revision, effective July 1, 2011, for semesters 1, 2, and 3, and effective July 1, 2012, for semesters 4, 5, and 6
- Environmental Engineering Technology diploma: major revision, effective May 1, 2011, for semester 4 students, and effective July 1, 2011, for semester 3 and semester 5 students

Trust and Endowment Investment Committee Update

SMC received and endorsed the Trust and Endowment (T & E) Investment Committee summary report as at March 2, 2011. The vice-president, administrative services, also circulated an updated copy of SIAST's Trust and Endowment Investment Summary.

Revised Harassment & Discrimination Policy G-3.6

The vice-president, administrative services, presented a revised Harassment and Discrimination policy #G-3.6 to SMC. The policy was reviewed in accordance with the required review period for board-approved policies and minor changes incorporated, including referencing social networking sites and bullying and mobbing.

SMC endorsed the revised Harassment and Discrimination policy #G-3.6. The revised policy will be submitted for endorsement by the SIAST board of directors' governance/policy committee and approval by the SIAST board of directors at each of its respective April 2011 meetings.

DISCUSSION

Board information items

The president informed SMC that the board of directors has retained a search firm to assist with the recruitment of a new SIAST president and CEO.

The next SIAST board of directors' meeting will be held on April 15, 2011, at the SIAST Administrative Offices.

STRATEGIC PLANNING

Degree Granting Status in Saskatchewan

The senior vice-president, academic, informed SMC that the associate vice-president, research and innovation, has been appointed SIAST's representative for the Government of Saskatchewan's public consultation process related to expanding post-secondary degree granting status.