



Senior Management Council
March 6, 2013
SIAS Administrative Offices, Saskatoon

Present: Larry Rosia, president & CEO, Arnold Boldt, interim provost and VP, Academic, Cheryl Schmitz, interim VP, Administrative Services, Patricia Gillies, executive director, Public Affairs (ex-officio), Ev Slavin-Scharback, executive assistant to president & CEO (ex-officio)

Guests: Gary Earles, AVP, Human Resources; Terry Foulds, director, HR Strategy Development; Anne Neufeld, AVP, Strategic Management; Myrna Yuzicapi, Special Advisor to SIAS Aboriginal Initiatives

MARCH 2013 SMC SUMMARY REPORT

1.0 MINUTES AND ACTION ITEMS

The minutes of the February 4, 2013 SMC meeting and the action list were approved and adopted as read.

2.0 DECISION

- **Lean Steering Committee Terms of Reference**
Interim provost & VP, Academic, Boldt & AVP, Strategy Management, Neufeld presented the Lean Steering Committee Terms of Reference to SMC for approval. The responsibility to serve as the SMC representative on the Lean Steering Committee will be rotated among the SMC members each year. This committee will meet on a quarterly basis. SMC endorsed and the president approved the Lean Steering Committee Terms of Reference.
- **Employee Engagement Survey – Employer Response Recommendations**
Interim VP, Administrative Services, Schmitz & AVP, HR, Earles presented the new Employee Engagement Survey, Employer Response Recommendation and asked that the recommendations provided by the Employee Engagement Survey Advisory Group be approved. SMC endorsed and the president approved the new Employee Engagement Survey - Employer Response Recommendations according to discussions.
- **2013-14 Senior Management Council (SMC) Meeting Schedule**
President Rosia and EA Slavin presented to SMC the proposed 2013-2014 SMC meeting schedule for approval. SMC endorsed and the president approved the proposed 2013-2014 Senior Management Council meeting schedule as presented.
- **2013 Budget Day Communications**
Executive director, Public Affairs, Gillies opened discussion with SMC regarding plans for SIAS communications around the upcoming presentation of the provincial budget on March 20. SMC endorsed and the president approved the determinations reached during the 2013 Provincial Budget Communications Process discussion.

- **SIAST Board Web Portal**
The president presented to SMC information regarding providing a web portal to the SIAST Board of Directors for consideration and approval. Many options are available that will efficiently provide the BOD with secure access to SIAST information and documentation. SMC endorsed and the president agreed that further investigation into the specific requirements for the SIAST Board of Directors is required. The president will bring his findings to the May SMC meeting.
- **Conference Board of Canada**
AVP, Strategy Management, Neufeld presented to SMC information regarding the Conference Board of Canada, their upcoming Saskatchewan Forum 2013 event on May 14-15, 2013 and membership options for discussion and approval. SMC endorsed and the president approved the participation in the Saskatchewan Forum 2013 event and commitment to the Conference Board of Canada.

3.0 INFORMATION/ENDORSEMENT

- **Aboriginal Student Achievement Plan (ASAP) Presentation to the SIAST Board of Directors April 2013**
Interim provost & VP, Academic, Boldt and Special Advisor to SIAST, Yuzicapi presented to SMC the Aboriginal Student Achievement Plan (ASAP) Presentation which will be presented to the SIAST Board of Directors in April 2013. SMC received and endorsed the Aboriginal Student Achievement Plan (ASAP) presentation in advance of the presentation to the SIAST Board of Directors on April 25, 2013.

4.0 DISCUSSION

- **Board information items**
The April 2013 board of directors' meeting will be held in Moose Jaw at the Palliser Campus on April 25, 2013 and will commence at 8:30 a.m. It was confirmed and agreed by all that the Aboriginal Student Achievement Plan (ASAP) presentation by Myrna Yuzicapi/Jamie Hilts will be moved to the April 25, 2013 Board Meeting.
- **Safety Glasses Project**
Executive director, Gillies, initiated discussion regarding the status of the Safety Glasses project for this year, in which SIAST participated in the previous academic year. Interim VP Schmitz will look into the costs of this educational and public relations initiative and will report back to SMC in a future meeting.
- **SIAST 25th Anniversary Celebration**
President Rosia initiated renewed discussion regarding the opportunity for 25th Anniversary events at each SIAST campus/location. Executive director, Gillies will lead this initiative, in conjunction with the president's and campus directors' offices. May was determined to be the best month in which to hold these celebrations.