



## SENIOR MANAGEMENT COUNCIL (SMC)

### Report of January 8, 2014

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<b>ATTENDEES:</b>	Larry Rosia, president & CEO; Arnold Boldt, provost and VP, Academic (interim); Mark Fachada, A/CFO & VP, Administrative Services (interim); and Anne Neufeld, VP Strategy & Advancement (interim).
<b>EX OFFICIO MEMBERS:</b>	Patricia Gillies, AVP, Communications & Marketing and Ev Slavin-Scharback, executive assistant to president & CEO (recorder)
<b>GUESTS:</b>	Terence Carswell, A/AVP, Human Resources & Terry Foulds, Director, HR Strategy Development

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#### 1.0 General

##### 1.1 December 3, 2013, Report Review and Action List

The minutes of the December 3, 2013 SMC meeting were approved and adopted with revisions, and the action list was reviewed and updated.

#### 2.0 For Decision

##### 2.1 SIAST Schools Model

Provost and VP Academic Boldt presented to SMC the SIAST Schools Model for approval. SIAST is realigning the framework of its program array by moving to a sector-based approach encompassing both economic and public service sectors, which will be known as 'schools' rather than divisions. This model establishes schools under two main sectors in our province – four schools in the public service sector and eight schools in the economic sector. The draft Schools Model was announced and distributed to faculty and staff on September 26, 2013 following several months of development by Deans' Council. Campus information sessions were held at all five locations and the comments were summarized for consideration. Several of the changes suggested therein were agreed upon and have been incorporated into the revised Schools Model. SMC endorsed and the president approved the SIAST Schools Model for implementation as presented.

##### 2.2 Learning Platforms Modernization Initiative Resourcing

Provost & VP, Academic Boldt, presented to SMC the Learning Platforms Modernization Initiative Resourcing consulting acquisition for one-time approval. Delivery of SIAST's online courses, online exams and other electronic course material is supported by a number of educational technology systems. Overall, as of January 2013 over 12,000 course registrations by more than 3800 students are delivered through these technology systems. Online course services are provided for core SIAST programming for both SIAST and regional colleges, apprenticeship training and specialized training such as Advanced Care Paramedic upgrading. Elements in this online delivery environment are either at the end of their useful life or are no longer supported by the product vendor. A significant initiative, Learning Platforms Modernization (LPM), has been underway for the last year with the goal to modernize the overall environment, related processes and replace at-risk technology products. SMC endorsed and the president approved the Learning Platforms Modernization Initiative Resourcing in principle as presented.

### **2.3 Academic Model Renewal – Project Charter**

Provost & VP, Academic Boldt, presented to SMC the Academic Model Renewal Project Charter for approval. This is the creation of a system that will transform SIAST's relationship with its student body, and internal and external communities. Over the past year various aspects of the academic model needing attention were identified, including some over-arching guiding principles and core components such as credentials, program structure, experiential learning, applied research, grading systems, credit units and semester length. The goal is to recommend and then implement a renewed academic model with new standards consistent with other Canadian Polytechnics. The plan is to begin the project in March 2014. This structure aligns with other Polytechnics. SMC endorsed and the president approved the Academic Model Renewal Project Charter as presented.

### **2.4 SIAST Facility Steering Committee**

A/AVP ASC Fachada presented to SMC the Facility Steering Committee meeting notes of May 28, 2013 for approval. SMC endorsed and the president approved the May 28, 2013 Facility Steering Committee meeting notes as presented.

## **3.0 For Information/Endorsement**

### **3.1 Telecommunications Radio/Systems Technician: Advanced Certificate - Program Suspension**

Provost & VP Boldt provided to SMC for information and endorsement notification of the suspended Telecommunications Radio/Systems Technician (TRST) advanced certificate program effective July 1, 2014. SMC was previously notified (December 3, 2013) of the major revisions changing this program from a two-semester advanced certificate to a three-semester direct entry program. The program intake for the TRST advanced certificate will need to be suspended. A one-year suspension will allow any partial-load students remaining in the current TRST program after June 30, 2014 to finish their studies. The advanced certificate will be deleted in 2014-15. SMC received and endorsed the planned suspension of the Telecommunications Radio/Systems Technician (TRST) advanced certificate program effective July 1, 2014 as presented.

### **3.2 Phase II - Management Organization Review**

A/AVP HR Carswell provided to SMC for information and endorsement the final proposal from Conroy Ross for Phase II of the Management Organization Review. This proposal was presented to SMC earlier in the academic year but revisions were requested by SMC at that time. These requested revisions have been completed. SMC received and endorsed Phase II of the Management Organization Review as presented.

### **3.3 Performance Evaluation Update**

A/AVP HR, Terence Carswell & Director Terry Foulds provided to SMC for information and endorsement the Performance Evaluation Update regarding implementation of performance evaluations for employees. SMC received and endorsed the Performance Evaluation Update as presented.

### **3.4 Continuing Education Renovation Committee TOR**

VP Strategy & Advancement Neufeld provided to SMC for information and endorsement the Continuing Education Renovation Committee Terms of Reference. This information was first presented to SMC on December 3, 2013. SMC endorsed and the president approved the Continuing Education Renovation Committee Terms of Reference as presented.

## **4.0 Discussion**

### **4.1 Board information items**

#### **4.1.1. Agenda items for January 31<sup>st</sup> of the SIAST BOD**

#### **4.2 Fall 2013 Employee Engagement Survey Results**

Director Terry Foulds introduced to SMC Paul Sanchez, of ClearPicture who provided a detailed presentation of the 2013 Employee Engagement Survey Results for discussion. The key driver for them is to provide detailed analysis forming a platform from which SIAST management can work moving forward. Mr. Sanchez provided a page by page presentation of the 2013 data. Noted that engagement is a moving factor with a constant flow in and out of it, and to expect continuous fluctuation. Important lever elements include strategy, process, structure, culture, pay & benefits, people, environment, systems, and technology. Pivotal outcomes include quality of education, research in innovation, student success, community engagement, reputation & sustainability.

<b>Lever/driver</b>	<b>Survey factor</b>
Strategy	Strategic direction
Management processes	Communication; Learning & Development; Performance Management; and Reward Management.
Structure	Integration & Teamwork; and Job Design
People	Employee Engagement; Leadership; Management; Staffing; and Diversity.
Organization Culture	Culture & Values
Systems & Technology	Systems, Tools, Technology
Work Environment	Physical Environment; Psychological Environment; and Occupational Health & Safety.

SMC received for discussion and reviewed the 2013 Employee Engagement Survey Results as presented.

#### **4.3 Implications of ACCC Withdrawal from Copyright Board Proceedings**

Provost Boldt provided to SMC for discussion a report on the Implications of ACCC Withdrawal from Copyright Board Proceedings. On October 24, 2013, ACCC notified its member institutions that ACCC was withdrawing as an official objector in the judicial proceeding at the Copyright Board of Canada on the PSE Tariffs filed by Access Copyright. The discussion included an update as to SIAST's position, what needs to be done, and the assessed risk of SIAST's current position, with recommendations for the necessary next steps in this process. SMC received for discussion the detailed Implications of the ACCC Withdrawal Copyright Board Proceedings as provided and concurs with the Copyright Office's assessment/stance moving forward.

#### **4.4 First Nations University of Canada Leasing Opportunity**

President Rosia presented to SMC for discussion a recent email communications exchange regarding the First Nations University Leasing Opportunity. Partnering with FNUUniv would be a positive opportunity for all. SMC received for discussion the First Nations University Leasing Opportunity as presented.

#### **4.5 SMC Upcoming Events**

EA Slavin shared with SMC information regarding the following events:

- a. The Palliser Campus Business & Industry has now been moved from its March 27<sup>th</sup> to now take place at the Heritage Inn, in Moose Jaw on April 1<sup>st</sup>.
- b. A Student Forum has been arranged at the Woodland Campus and all SMC members are invited to attend if schedules permit. It will take place on January 16<sup>th</sup> at the E.A. Rawlinson Centre from 1:00 – 3:15 pm.
- c. A second Student Forum for high school and SIAST students, staff and faculty has been arranged for February 6<sup>th</sup> from 12:00 – 1:00 pm at the Woodland Campus Gym. A Sask. Roughrider will serve as keynote and a request has been received for an SMC member to provide a "welcome and brief opening remarks". It was determined that Provost Boldt will attend this event for Senior Management.
- d. The Prince Albert Chamber of Commerce is hosting an Evening of Celebration on February 5<sup>th</sup>. All funds raised during the event will go to SIAST scholarships. Dr. Rosia, Board Chair Boychuk & Provost Boldt will attend. SMC members are invited to attend as well.