

PUBLIC MEETING/BOARD OF GOVERNORS
5:00 p.m., Tuesday, November 29, 2005
SMED Boardroom MA317, Heritage Hall

CHAIR: Doug Mitchell

GOVERNORS PRESENT: John Aldred
Ivan Bernardo
Mike Begin
Al Browne
Marcel Carpenter
Doug Chudleigh
Frank Duffin
Irene Lewis
Jessica Powless
Beth Reimer-Heck
Clare Rhyasen
Rocky Rustad

GOVERNORS EXCUSED: Ellen Flynn
Bev Longstaff
Bob Pierce

RESOURCE PERSONS: Michael Dyer, Vice President Employee and Student Services
Guy Mallabone, Vice President External Relations
Gord Nixon, Vice President Academic
Keith Pedersen, Vice President Finance and CFO

INVITED GUESTS: None

EXECUTIVE ASSISTANT: Marg McKelvey

1. **CALL TO ORDER**

The Chair called the public meeting to order at 5:00 p.m. He then established protocol for the meeting. The business of the meeting is for the discussion of Board members and resource individuals presenting at the request of the Board. Members of the public or others in attendance are observers only and are not entitled to speak or ask questions at the meeting – questions should be submitted in writing to the Board Secretary, Marg McKelvey, subsequent to this meeting.

2. **REVIEW AND APPROVE AGENDA**

MOVED by Doug Chudleigh and **SECONDED** by Clare Rhyasen that the agenda for the November 29, 2005 public meeting of the Board be approved as circulated.

MOTION

Carried

3. **DECLARATION OF CONFLICT OF INTEREST**

The Chair asked the Board members if any member had a direct or indirect conflict on any agenda matter and no member advised they had a conflict.

CONSENT AGENDA

4. **APPROVAL OF ITEMS ON BOARD’S CONSENT AGENDA**

MOVED by Beth Reimer-Heck and **SECONDED** by Frank Duffin that the Board of Governors approve the following items on the Board’s Consent agenda as submitted:

MOTION

- Minutes, October 25, 2005 Public Meeting of the Board of Governors
- Board Appointment to Academic Council

Carried

ACADEMIC COUNCIL

5. **POLICY AC.6.3 – NON-ACADEMIC FIELD TRIPS**

This is a new policy. The current Field Trips policy/procedure does not reflect the needs of non-academic field trips (athletic, social, cultural excursions). It was determined that two separate policies and procedures would be more appropriate. Academic departments were consulted through the department representatives on Academic Council’s Policy Sub-Committee.

MOVED by Doug Chudleigh and **SECONDED** by Jessica Powless that the Board of Governors approve Policy AC.6.3 – *Non-Academic Field Trips*.

MOTION

Carried

6. **CURRICULUM CHANGES – TRANSPORTATION**

Level 3 curriculum changes require Alberta Advanced Education approval. Gord Nixon provided an overview of the background behind each of the proposed changes and responded to questions raised by Board members.

Rail Traffic Control Certificate - Changing from a two-year diploma program to a one-year certificate program. Result will be a more sharply focused curriculum and will be able to attract more students.

Railway Conductor Program – Changing the program from 32 weeks to 20 weeks. Currently three other Canadian post-secondaries offer this program. SAIT, along with the Rail Association of Canada, believes that a reduction to 20 weeks will not devalue the program – the other institutions have reduced the length of their programs.

Rail Signals and Communications Maintenance Certificate Program – Changing from a two-year diploma program to a one-year certificate program in accordance with Rail Association of Canada guidelines.

Aircraft Structure Technician Program – Reducing the program from 35 weeks to 32 weeks to provide a better alignment with our semester system (two 16-week semesters).

MOVED by Frank Duffin and **SECONDED** by Marcel Carpenter that the Board of Governors approve the following Transportation Department curriculum changes:

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- **Rail Traffic Control Certificate** – *Change the two-year Rail Traffic Control Diploma Program to a one-year certificate program for implementation Fall 2006.*
- **Railway Conductor Program** - *A program change to reduce the one-year Railway Conductor Program to 568 hours for implementation Fall 2006.*
- **Rail Signals and Communications Maintenance Certificate Program** - *A program change to reduce the 32-week Rail Signals and Maintenance Diploma Program (with a post-secondary admission requirement) to a 32-week Rail Signals and Communications Maintenance Certificate Program (with a Grade 12 admission requirement) for implementation Fall 2006.*
- **Aircraft Structure Technician Program** - *a program change to reduce the 35-week Aircraft Structures Technician Program to 32 weeks for implementation Fall 2006.*

Carried

7. CURRICULUM CHANGES – MANUFACTURING AND AUTOMATION

The new name, Mechanical Design Technology, aligns better with industry expectations and needs and will help graduates find employment.

MOVED by Frank Duffin and **SECONDED** by Doug Chudleigh that the Board of Governors approve that the name of the Computer Integrated Design (CID) Program be changed to *Mechanical Design Technology (MDT)* for implementation Fall 2006.

MOTION

Carried

8. CURRICULUM CHANGES – HEALTH AND PUBLIC SAFETY

The redesign focuses on an experiential learning model with an integrated learning approach. Theory and practical learning (lab/clinic) will be integrated in all courses beginning in the first semester. The change provides better alignment with SAIT's semester system. There will be no impact on full-time instructors.

MOVED by Beth Reimer-Heck and **SECONDED** by Clare Rhyasen that the
MOTION

Board of Governors approve the following Health and Public Safety Department curriculum change: *change the credits/hours for the Dental Assistant Certificate Program beginning with the 2006-07 academic year to comply with accreditation requirements and the Health Professions Act. The Program will be reduced by 4.5 credits / 77 hours (from 65.5 credits 1133 hours to 61.0 credits 1056 hours) and to move it from 1.222 FLE to 1.162 FLE.*

9. REPORT ON NOVEMBER 8, 2005 ACADEMIC COUNCIL MEETING

Approved minutes for the October 11, 2005 Academic Council meeting were included in the information section. Goals have been set and task teams established to address each of the following:

- Student Access and Accountability
- Quality of Teaching and Learning
- Follow-up on Implementation of the Academic Dishonesty Policy
- Marketing and Promotion of Risk Programs
- Electronic Infrastructure and Technical Support

Each Task Team will develop an action plan and make recommendations to Council.

10. SECURITY REPORT

The security report for the first quarter of the current fiscal year was provided. Also included was information on SAITSA's Safawalk Program. The total number of walks in 2004-05 was 172. The total number of walks in September and October 2005 was 118. Safewalk is utilized by students, faculty and staff. The program covers a 10-block radius in any direction from campus – map included in the agenda package/two escorts for every walk to ensure safety when personnel return to campus. The program has been in operation since 1993. The Board commended SAITSA on providing this valuable service.

OTHER REPORTS

11. SAITSA PRESIDENT'S REPORT

Jessica Powless circulated her report at the meeting and provided an overview of the following: Student Legislative Council, Clubs, Alberta Colleges and Technical Institutes Executive Council (ACTISEC), Canadian Alliance of Students' Associations, A Learning Alberta: Minister's Forum and ASCENT Partnership Agreement (Alumni Student Council-Envisioning A New Tomorrow). Details in handout.

INFORMATION

The following information was included in the agenda package: October 11, 2005 Approved Minutes/Academic Council.

FUTURE AGENDA ITEMS

DATE, TIME, PLACE OF NEXT MEETING

Public Meeting 5:00 pm, Tuesday, March 28, 2006, SMED Boardroom MA317.

TERMINATION

MOVED by Rocky Rustad and **SECONDED** by Ivan Bernardo that there being no other business on the motions duly moved and seconded, the November 29, 2005 public meeting of the Board adjourn at 5:40 p.m.

MOTION

Carried

Chair

President and CEO