Colleges of Applied Arts and Technology W



Colleges of Applied Arts and Technology Policy Framework

1.0	Governance and	Annual Report	Operating Procedure
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1.0 Governance and Accountability Annual Report

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Due Dates

June 15: The college's audited financial statement is due June 15 of each year (see the operating procedure on audited financial statements).

June 30: business plans due (refer to operating procedure on business plans for details.)

July 31: Each college is to prepare an annual report including a copy of the audited financial statement and the MYAA report-back.

Available to Public

The annual report is to be available to the public. The college is to determine the appropriate format for the annual report so that it reflects local culture and circumstances while meeting the Ministry requirements of this operating procedure and the Minister's Binding Policy Directive on Governance and Accountability.

<u>Content</u>

The annual report is to include, at a minimum, the following information:

A detailed report-back on the extent to which the college achieved the outcomes for the year, as set out in the college's strategic plan and the business plan of the previous year.

Report-back on the college's Multi-Year Accountability Agreement via the attached template and guidelines. Each college has committed, through its Multi-Year Accountability Agreement, to participate in an annual review of its Multi-Year Agreement Action Plan. As part of this review process, colleges will complete the attached addendum, describing your college's results in each of the indicated areas.



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Annual Report Addendum: Multi-Year Accountability Agreement Report Back

Please note that, as was outlined on page one of <u>Appendix B: Multi-Year Agreement</u> <u>Action Plan for Colleges</u> of the <u>Multi-Year Accountability Agreement for Colleges for</u> <u>2006-07 to 2008-09</u>, the release of the full amount of your 2007-08 and 2008-09 allocations will be conditional on your institution confirming that it is on track for meeting its commitments, or the approval of an improvement plan by the ministry. The ministry will review your Action Plan annually, using this **Annual Report Addendum: Multi-Year Accountability Agreement Report Back**, and if required, discuss progress made on the commitments outlined in your Action Plan. Based on this review, you may be required to submit an improvement plan to the Ministry.

Also as outlined on page one of the <u>Multi-Year Accountability Agreement for Colleges</u> for 2006-07 to 2008-09, implementing the 2006-07 MYAA and future agreements will be part of an evolutionary process. As the Ministry and postsecondary institutions work in collaborative partnership to continuously increase access and improve quality, the results in your report back will inform the development of best practices and the creation of measures of system-wide results. These measures may be incorporated in revised requirements in future years to demonstrate system-wide improvements. Advice from and research undertaken by the Higher Education Quality Council of Ontario (HEQCO) will inform this process.

College:	Sault College of Applied Arts and Technology	Fiscal Year:	2006-2007

A. ACCESS

Increased Participation of Under-Represented Students — Measurement

As stated in the MYAA, the Ministry is committed to working with the institutions and HEQCO to develop a system measure that will track the participation of under-represented students in a manner that is sensitive to privacy concerns.

Measurement Methodologies at Your College

Instructions: Referring to your approved MYAA Action Plan, list



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Official Languages Educatio

This table applies only to the two French land

Instructions: As excerpted from the approvindicate: whether the strategy an explanation of the variance

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gram: French Language College Collaboration

Ministry of Training, Colleges and Universities

olleges — Boréal and La Cité.

A Action Plans, for each college collaboration strategy/program listed below, m was executed; the result achieved; any variance from the targeted result; planned remedial action.

French Language College Collaboration	Implemented?		:tual	Target Achieved?		Explain Variance between Actual and Expected Results and Any Remedial Action
Strategy/Program	Yes	No	sult	Yes	No	You Expect to Take
Identify pilot projects, action plans, schedules and joint strategies						
Identify the partnerships needed for the pilot projects to succeed						
Identify the mechanisms needed to assess the effectiveness of cooperation on the pilot projects						
Mount a joint marketing and public relations campaign for secondary schools and school boards in the Centre- South-West Region (the London and Welland areas)						
Identify the differences between the sets of programs offered by English-language colleges and those offered by French- language colleges						



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College Small, Northern and Rural

This table applies only to institutions that receive funding through the Small, Northern and Rural (SNR) Grant.

Instructions: Referring to your approved MYAA Action Plan, list: each SNR strategy/program planned for the fiscal year being reported; whether the strategy/program was executed; the result achieved; any variance from the targeted result; an explanation of the variance; and, planned remedial action.

College Small Northern & Rural	Implemented?		Actual	Target Achieved?		Explain Variance between Actual and Expected Results and Any Remedial Action	
Strategy/Program	Yes	No	Result	Yes	No	You Expect to Take	
Additional trades and apprenticeship programs developed will increase graduate number of job- ready skilled workers. Identify new trades specific program areas.	X		Pre-trades program introduced with 26 enrolled	Х			
Dual credit pilot project was developed for 40 high school students aimed at increasing exposure to college of target groups	X		40 students	Х			
Phase 10 of the School College Work Initiative will be administered	x		43 completed Dual credit courses 503 Grade 9 visits 252 Grade 10 Shadow visits	X			
Establish baseline data for participants in pre- trades, and pre-health access programs	X		Pre-trades: 26 students enrolled Pre-health: 63 students enrolled	Х			
Implement first Spring Intake program with a target of 40 students and monitor results		X			X	Project did not meet timelines for 2007 implementation and are currently being reconsidered for 2008 Spring intake.	

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	Rate	Yes	No	Any Remedial Action You Expect to Take
1 st to 2 nd Year	74.43 %		X (75 %)	47 % - continue to monitor student satisfaction survey responses and implement new strategies
2 nd to 3 rd Year	90.63 %	X (89%)		
3rd to 4th Year*	Not Applicable			

* Applicable only to applied degree programs.

C. ACCOUNTABILITY

Multi-Year Agreement Action Plan

Instructions: This report-back constitutes part of the public record, and as such, should also be made available on your institution's web site. Please ensure that this portion of your Annual Report is posted at the same location as your Multi-Year Agreement Action Plan.

Action Plan Posted?		
Yes	No	If posted, provide the current link. If not posted, when will it be posted?
Х		http://www.saultcollege.ca/Services/Communications/Corporate/