

Fleming College

OFFICE OF THE PRESIDENT

August 2019

Roni Srdic
Registrar
Fleming College

Dear Roni,

Fleming College is embarking on an activist agenda of transformation as we seek to be true partners for students, employers and the communities we serve - the Greater Peterborough Area, Ontario and Canada.

Our Fleming. Our Future, the 2019-24 strategic plan developed through extensive engagement with our stakeholders, recognizes that technology and changing demographics have disrupted the world in which we live.

The nature of work has been fundamentally altered, and Fleming College stands ready to adapt in order to meet the needs of the future.

Fleming College recognizes that the job market is ever-changing, and wants to be responsive to the needs of both our graduates and employers by providing industry with the talent it is looking for in real-time, increase hands-on skills training and experience for students, and guide students toward finding a job from high school, until the time they graduate from the college, join the work force, and, seek new skills in order to progress in their careers.

This means preparing students and workers for the new highly skilled economy, and providing employers with the talent they need to maintain and grow their businesses and to fuel our regional, provincial and global economies.

Fleming's mission is to empower our students with the innovative education, research and real-world experience they need to build better lives, better communities and a better world.

As Fleming's Registrar, you will be responsible for creating a Tech Development Centre to conduct an inventory of the technology and digital tools that currently exists at Fleming to expand technology for faculty and students so that both are using modern systems.

As well, you will lead a review of the Registrar's Office to automate and improve systems, including Admissions, for students – domestic and international - and to ensure their success.

You will work with internal and external partners to help your colleagues fulfil many of the college's other objectives to ensure more students and workers benefit from what we have to offer. This will include your participation in strategies to serve all cohorts of students and prospective learners by enhancing pathways between institutions and developing student success and student experience strategies.

PETERBOROUGH | LINDSAY | COBOURG | HALIBURTON

FLEMING COLLEGE

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In order to do this, I will work with you to develop an Action Plan that will identify targets, deliverables, accountability measures and a detailed timeline for each initiative. Your progress will be communicated publicly as appropriate.

Your mandate is to:

- Ensure Fleming is embracing technology and digital tools.
- Create a Tech Development Centre to conduct an inventory of the technology and digital tools that currently exist at Fleming and consult with industry to guide the expansion of technology for faculty and students so that both are using the most up-to-date technology to meet the expectations of modern workplaces.
- Working with the Senior Team, you will lead an organizational review of the Registrar's Office and Admissions to automate and improve services and outcomes for students.

In addition, you will work collaboratively across Fleming and with our partners, including students, employers and government to:

- Open Fleming's doors to the many types of learners the college can serve, including high school students, returning students, International students, Indigenous learners, university students and those already participating in the workplace.
- Working with the Executive Director, Marketing and Recruitment implement a Digital and Communications Transformation Strategy to review our website, our digital and marketing channels, and our use of automation so that we can improve businesses processes improve digitization and engage with our audiences through effective communications and marketing.
- Work with the Vice President, Student Experience to develop a Student Success Strategy that will increase enrolment, and retention and graduation rates as well as employment by working together to develop individual success plans to help people identify and meet their goals at all stages of their life. The strategy will touch high school students, first-time post-secondary students, those returning to college or work after a gap, graduates looking for their first jobs and those looking for the kind of life-long learning that will allow them to progress in and change careers.
- Working with the Vice President, Academic Experience, enhance pathways for students between Fleming College and Trent University and other post-secondary institutions so that students, regardless of where they start their post-secondary education, can receive the customized education they need to thrive and adapt in the workplace.
- In collaboration with the Vice President, Student Experience, establish a Student Experience Strategy to ensure an outstanding student experience and their success upon graduation through improved career and support services, renewal of our facilities and a focus on student life and well-being on campus and in our communities.
- Also working with the Vice President, Student Experience – and with colleagues across the entire college - strengthen our relationship with Indigenous Peoples by helping to create opportunities in post-secondary education, and actively participating in the process of reconciliation by ensuring all students and staff gain a deeper understanding and appreciation of Indigenous peoples, their ways of knowing and histories.
- In concert with the Executive Director, Marketing and Recruitment, create an Internationalization Strategy that includes expanded spaces for international students, creates study abroad opportunities for domestic students, attracts talented faculty from overseas and builds on supports to create an environment where students from other nations can succeed and feel welcomed and where domestic and international students learn from each other's culture and political, social and economic perspectives.

The Mandate Letters relate to specific actions important to the successful implementation of the Strategic Plan. Clearly, in all of our roles there is much more involved in our duties and responsibilities that will also be part of ongoing regular performance assessment processes.

I look forward to working together with you and each member of the Senior Team to ensure Fleming College is responsive to the needs of the evolving labour market so that we can be true partners in the economic and social success of the Greater Peterborough Area, Ontario, and Canada.

Sincerely,

A handwritten signature in black ink, appearing to read 'Maureen Adamson', with a large, stylized flourish at the end.

Maureen Adamson
President