



## President and CEO

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2019/2020

Simon Griffiths  
Vice President Corporate Services and Chief Financial Officer  
Lethbridge College

Lethbridge College is inspiring and facilitating learning and innovation to meet economic and social need. Our vision of leading and transforming education in Alberta is bold yet is what drives us to find new and innovative ways to meet the learning needs of learners within our community and beyond. Our values of people, excellence and success underpin the choices and decisions we make each day as we serve students, partners and community.

In Fall of 2019 we are revisiting Lethbridge College's strategic framework to educate and engage our college community. We will review the four strategies of Academic Transformation, Collaborative Partnerships, Resource Innovation, and People Development asking the questions What more can we do? and What are we missing? We will do this in the context of how do we best position Lethbridge College for future growth and sustainability by being creative and innovative.

Lethbridge College is a major contributor to the economy of Lethbridge and surrounding region and wants to continue to provide competent graduates who meet the needs of employers. Our focus on apprenticeship and trades, as well as career focused programs in a variety of areas and disciplines serves us well but we must also focus on the future of work in learning to remain relevant and sustainable. We want to support students in getting the skills they need to be employed and contributing to the economy and society. Our graduates will be leaders.

As Vice President Corporate Services and Chief Financial Officer you will provide leadership for the corporate services of Lethbridge College, including Financial Services, Information Technology Services and Facilities and Building Services. You will also provide leadership to Corporate and Continuing Education where you will work collaboratively with the Provost and Vice President Academic to further align learning experiences between CCE and Academic Centres while creating opportunities for generating additional revenue.

Following the announcement of the provincial budget ( expected in late October 2019) you will work collaboratively to determine a process to create and deliver a multi-year budget for Lethbridge College that ensures sustainability.

For the 2019-2020 Academic year you will collaborate with the Provost and VPA in her leadership of College Leadership Council with the goal of creating a high performing senior leadership team for the college.

The logo for "BE READY." features a blue and green wave graphic above the text "BE READY." in a bold, sans-serif font.

**BE READY.**



You are responsible to work collaboratively with internal and external partners to achieve the goals and initiatives identified in the Comprehensive Institutional Plan.

Your mandate is to:

- Develop and implement an internal control framework.
- Continue to support and advocate for the *Forward Together* sustainability plan, providing sound financial leadership that enables the college to sustain long-term fiscal and organizational health, in conjunction with academic program growth.
- Lead the Lean Process to be implemented in various areas, still to be determined, of the college. I will work with you and the other executive team members to identify the areas to complete the process this year.
- Deliver the greenhouse project meeting design requirements, on time and on budget
- Guide the development of the IT strategy, ensuring it aligns with the Education Plan and the Digital Learning Strategy
- Work collaboratively with the Provost and Vice President Academic to further align learning experiences between CCE and Academic Centres while creating opportunities for additional revenue.
- Co-lead with the Provost and VP Academic the feasibility study and business plan for the renewal of the Andrews Building
- Lead the college's financial response to any potential provincial budget adjustments by working collaboratively to determine a process to create and deliver a multi-year budget for Lethbridge College that ensures sustainability. Note that this may include considering a new tuition model as well.

Our role as executive members at Lethbridge College also includes the leadership and full support of our commitment to the indigenous strategy being completed this year and our focus on being leaders in equity, diversity and inclusion, making our campus community an inviting, safe and growth supporting place for all people.

I look forward to working with you and other members of the executive leadership team and senior leaders as we lead and transform education in Alberta and partner in the economic, social and cultural success of Lethbridge and region.

Respectfully,

A handwritten signature in black ink that reads "Paula Burns".

Paula Burns, PhD  
President and CEO