

Services and Administrative Committee Meeting

Meeting Minutes

February 2, 2021

Present (via Teams): Andrew Hakin (Chair) and Lynne Delorey (Recording Secretary)
Andrew Beckett, Kyler Bell, Lisa Craig, Jacqueline De Leebeeck, John Delorey, Megan Fogarty, Bob Hale, Shanna Hopkins, Richard Isnor, Murray Kyte, Wendy Langley, Leon MacLellan, MJ MacLellan, Leo MacPherson, Randy Peters, Kathleen Provost, Jennifer Swinemar-Murray, Kevin Wamsley and Elizabeth Yeo

Regrets: Margie McKinnon and Kerry Prosper

A. Hakin opened the meeting at 9:00 am and welcomed Non-Academic Advisory Committee members. He invited group members, if comfortable, to use their cameras to promote the maximum possible engagement. He also indicated that he looks forward to scheduling in-person meetings as soon as possible.

He introduced the new Senior Leadership structure and discussed the rationale for both the Academic Advisory and the Non-Academic Advisory groups. Both groups will provide direction and advice to the President and the Executive on all matters associated with the academic/non-academic activities of the University. Leadership Council (comprised of members from both groups) will serve as the stewards of the strategic direction of the university as well as examine leadership development opportunities that will provide necessary development support to team leads. This structure will allow us to bring staff together to share ideas that will move the university forward.

The name of the group, Non-Academic Advisory, was discussed with numerous suggestions brought forward. It was agreed that going forward, the group would be named Services and Administrative Committee.

A. Hakin initiated discussion on the *StFX Strategic Plan 2017-22* by sharing a presentation which guided the conversation. He encouraged group members to think about how the current plan has guided their work. Many questions stimulated discussion such as: What is the framework/structure of the plan? What is the Mission and Vision? Are these clear? Are the five supporting pillars considered to be the values of the plan? Do we, as an institution, value academic excellence, equity, and inclusion, etc.? Do the pillars of the plan remain strong? Does it represent our collective ambition and dreams? Has this plan been successful in moving the institution forward? Have new imperatives for the institution emerged since plan was introduced? Has it delivered on the promise? We have a unique community within our University that makes us different in a positive way, this is not adequately represented in the current strategic plan.

Discussion ensued with respect to the *StFX Strategic Plan 2017-22* as group members shared their experiences with the plan. Some highlights of the discussion include:

- Our tag line “the way university is meant to be” is accurate as it focuses on the unique experience that every individual student has. The StFX experience is not the same for everyone but it is “the way it was meant to be” for each individual.
- The StFX Brand Project presentation (November 2019) may assist in understanding the perception (real or aspirational) of StFX by staff, students, alumni, etc.

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- The strategic plan was welcome and aspirational as it helped to guide our actions. The values were not clear. Our values should be visible, lived and enduring.
- A strategic plan needs to be meaningful to all employees. It must be a working document that is referenced through daily operations. It may be challenging as many departments have their own strategic plan, i.e., is the plan aligned, is it an operational plan, etc. How we live the strategic plan should be reflected through performance reviews, meetings, etc.
- Though plan review, we realize that integration across the University is missing. We are now challenged to collaborate more and examine how we link into the bigger picture.
- As we continue the branding exercise, we must consider the Xaverian Commitment and citizenship and what it means to/for our students and staff.
- Demonstrated in our response to the pandemic, we have followed our values. Our response to the pandemic has been the most ambitious program which has touched a whole institution and our program. It has helped students to reflect on that program. It is important to reflect on what we have done and relive our values in the holistic education we are providing.

Wrap-up

A. Hakin thanked committee members for their input. Moving forward we will continue these conversations by engaging the broader community. We will review the elements that will help us to drive us forward.

The meeting adjourned 10:30 a.m.