

# Ontario College Administrators Network

## STRATEGIC PLAN 2022-2025

MAY 2022



## Vision

OCASA's Vision includes three elements:

1. Advocating/Collaborating: OCASA is a valued and critical partner for decision-makers at Ontario colleges. Our members have a respected voice and have input to effect positive change.
2. Advancing/Celebrating: OCASA provides a roadmap to career success and advancement. We provide unique, valued and personalized tools to help members navigate their career within the Ontario college system.
3. Networking/Connecting: OCASA provides fast, easy and effective connections between administrators across the college system.

Our Vision: *"OCASA is indispensable to Ontario college leaders"*

## Mission

*"Connecting, supporting and advancing management and leadership in Ontario colleges"*

## Strategic Objectives – 2022-2025

1. Advocate to senior management at colleges and to the Committee of Presidents to promote awareness of issues relevant to administrators.
2. Launch Ask/Tell OCASA discussion forum.
3. Create a supportive process for administrators to build their career roadmap.

# Strategic Objectives

## Objective 1

**Advocate to senior management at colleges and to the Committee of Presidents to promote awareness of issues relevant to administrators.**

### Why

This objective supports the Advocating/Collaborating element of our Vision.

This also supports the Mission element of "... *supporting...management and leadership in Ontario colleges*", and it supports our Vision that "OCASA is *indispensable to Ontario college leaders*".

Our advocacy will provide awareness, and influence decision-makers to address issues that are raised by OCASA on behalf of college administrators. Success with this initiative will ensure that OCASA is the (only) voice of, and for, administrators.

### Desired Outcome

OCASA will have the attention of senior management at Ontario colleges, and they will seek input from OCASA on issues related to administrators.

### Actions

- 1. Identify a target list of contacts to whom we will advocate.**
  - Who: Administrator Advocacy Committee
  - When: October 15
- 2. Identify issues requiring action, and our advocacy requests.**
  - Who: Administrator Advocacy Committee
  - When: October 15, then ongoing
- 3. Draft emails and book calls with target list.**
  - Who: Administrator Advocacy Committee
  - When: October 15, then ongoing
- 4. Collect data and publish a report on administrator compensation and new positions.**
  - Create a starting list of research deliverables and consult with members, HR directors and senior management about the information they'd find valuable. Decide on research deliverables.
    - Who: Research Task Force
    - When: October 15
  - Investigate finding a co-op student to do the research, and a report-writer to document it.
    - Who: Research Task Force

- When: January
- Execute the research and publish the report.
  - Who: Research Task Force, researcher, report-writer
  - When: September 2023 (conference)
- Promote the report findings to senior management.
  - Who: Board, Ambassadors
  - When: September and ongoing

## Resources Required

1. We need an Administrator Advocacy Committee to set up and manage the advocacy process.
  - Who: Board
  - When: Now
2. We need a Research Task Force to manage the research project.
  - Who Board
  - When: Now
3. We need a research resource. This individual will collect and summarize the data.
  - Who: Research Task Force
  - When: January
4. We need a report writer. This individual will write the report on the research findings.
  - Who Research Task Force
  - When: March
5. We will need a budget if we cannot find research and report-writing volunteers.
  - Who Board
  - When: March

## Objective 2

### Launch Ask/Tell OCASA discussion forum.

#### Why

This objective supports the Networking/Connecting element of our Vision.

This also supports the Mission elements of "... supporting...management and leadership in Ontario colleges".

This will be the only "all administrators" discussion forum in the college system, and members will have the opportunity to get assistance and answers.

#### Desired Outcome

OCASA members will have an active and engaged virtual network to support and assist them, and to connect them to administrators outside their college. OCASA will also be able to use this resource to identify emerging issues that require advocacy.

#### Actions

1. **Recruit more volunteers to Task Force.**
  - Who: Ask/Tell Task Force, Board
  - When: Now
2. **Decide on forum platform.** We need to choose appropriate software for the forum.
  - Who: Ask/Tell Task Force, Board
  - When: July
3. **Recruit moderators.** We need several people who will check-in 2-3 times weekly, review content for civility/professionalism, contribute to content and engage respondents.
  - Who: Ask/Tell Task Force
  - When: September (conference)
4. **Create beta version for test group to pilot**
  - Who: Ask/Tell Task Force
  - When: September 2022 (conference)
5. **Market the forum to administrators/HR/senior management**
  - Who: Ask/Tell Task Force
  - When: September 2022 and ongoing

#### Resources Required

This objective will require the following resources:

1. Budget for platform
  - Who: Board

- When: July
- 2. Volunteers to moderate forum and contribute content
  - Who: TBD
  - When: September 2022 (conference)
- 3. Beta test group to pilot forum
  - Who: Ask/Tell Task Force, Board
  - When: July

## Objective 3

### **Create a supportive process for administrators to build their career roadmap.**

#### Why

This objective supports the Advancing/Celebrating element of our Vision.

This also supports the Mission elements of "... *supporting and advancing management and leadership in Ontario colleges*".

#### Desired Outcome

Administrators will find OCASA provides valuable resources that help enable and support their career advancement. These unique tools will help members navigate their career within the college system.

#### Actions

- 1. Identify the career management tools that administrators need and will value, and determine which of these tools OCASA will deliver.**
  - Who: Board
  - When: January 2023
- 2. Develop a plan to deliver the tools, identify the budget.**
  - Who: Career Management Task Force
  - When: March 2023
- 3. Execute the plan.**
  - Who: Board, staff
  - When: September 2023

#### Resources Required

We will require the following resources to execute this objective:

- 1. A Career Management Task Force to develop the plan.**
  - Who: Board
  - When: June 2022
- 2. Budget to execute the plan**
  - Who: Board
  - When: January 2023