

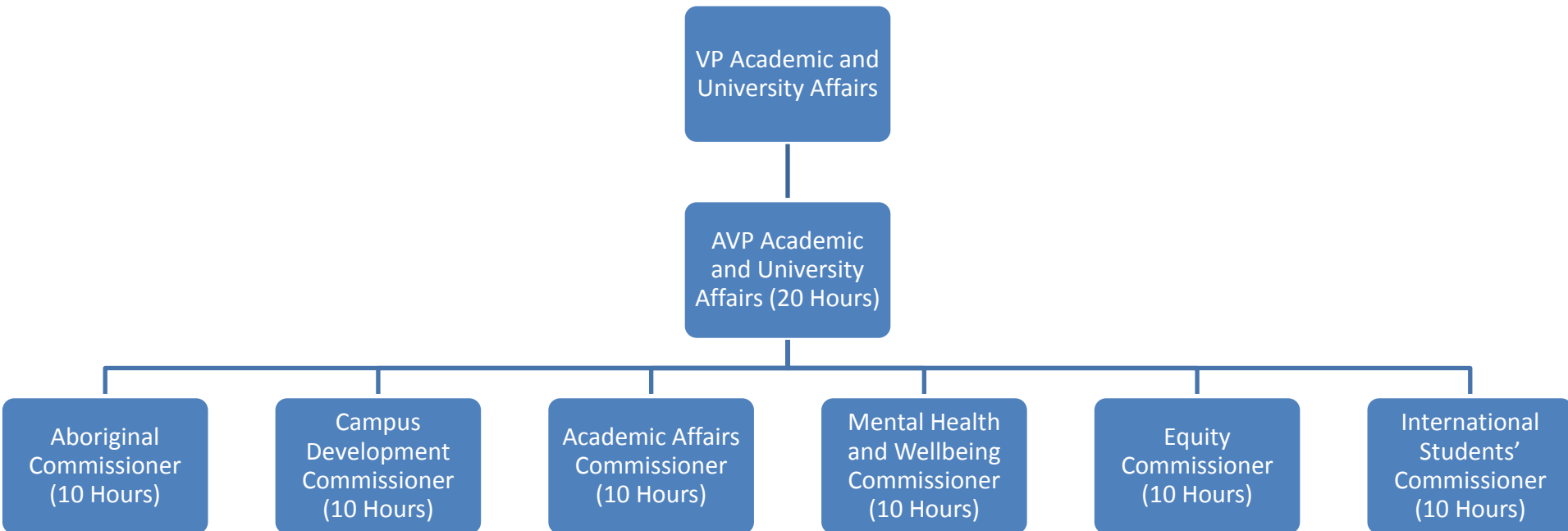
# VP Academic & University Affairs Office Restructure

Presented by Max Holmes

# Background

- April 2017 the VP AUA office was restructured to eliminate most of the topical commissioners
- October 2017 adjustments to the structure were made after the by-election
- February 2018 one year after the restructure, the VP AUA reviewed the office structure and proposed changes
- March 2018 the VP AUA consulted with student senate caucus, advocacy committee, student board of governors, and other stakeholders on new structure
- April 2018 the VP AUA has proposed changes to the structure of the office with approval from Executive Committee (HR Committee could not meet)

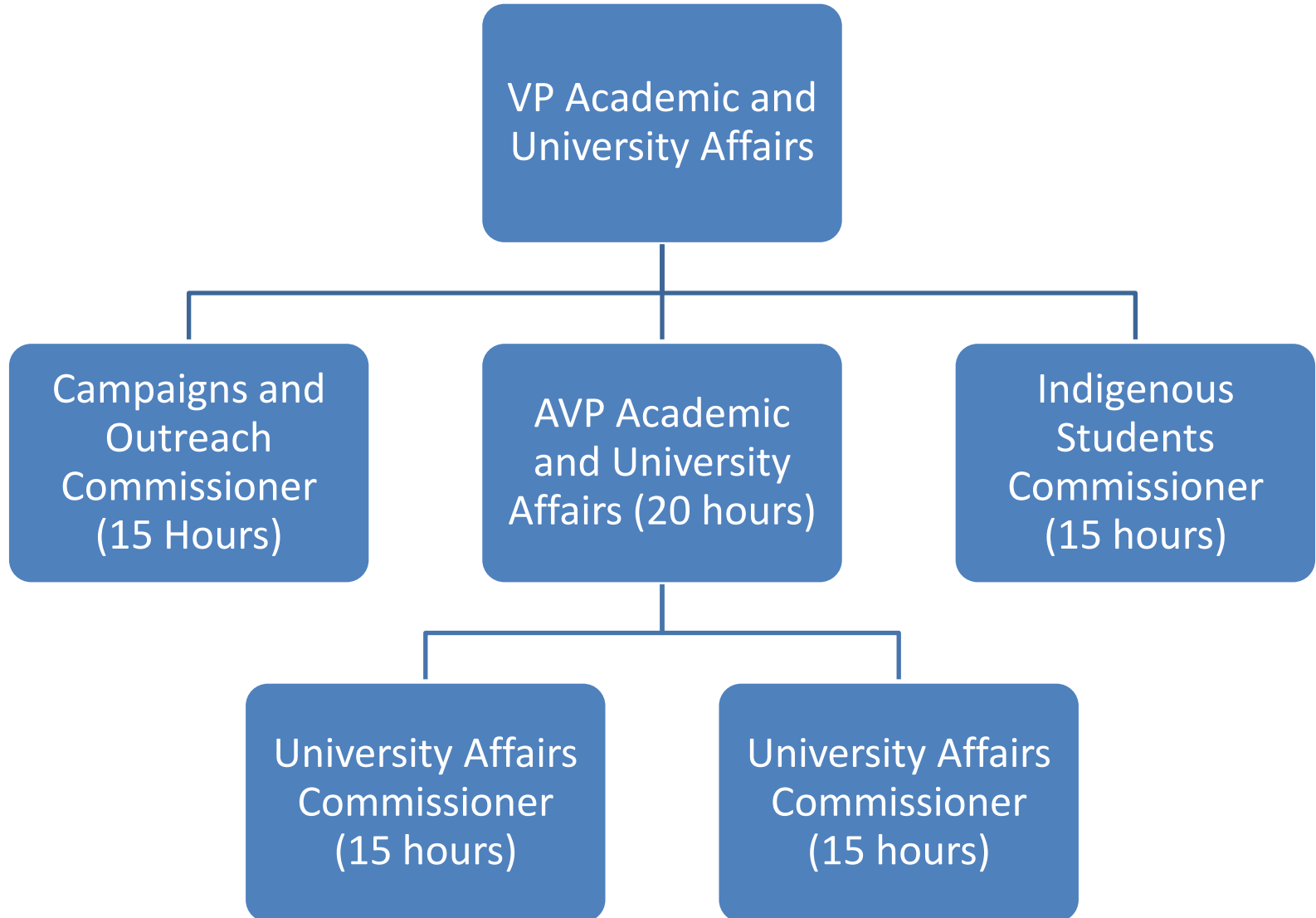
# Structure Prior to May 2017



# Observations from this Structure

- The VP AUA ended up having 7 direct reports and this would bog down their time with management
- There was no one responsible for campaigns or outreach leaving the work to the VP and AVP
- With only 10 hours of work a week commissioners had very little time in the office
- Commissioner positions were topical but work would overlap and it proved difficult to fill all the positions
- Some years had more work in one area and this left some commissioners doing more work than others
- 80 staff hours a week in total

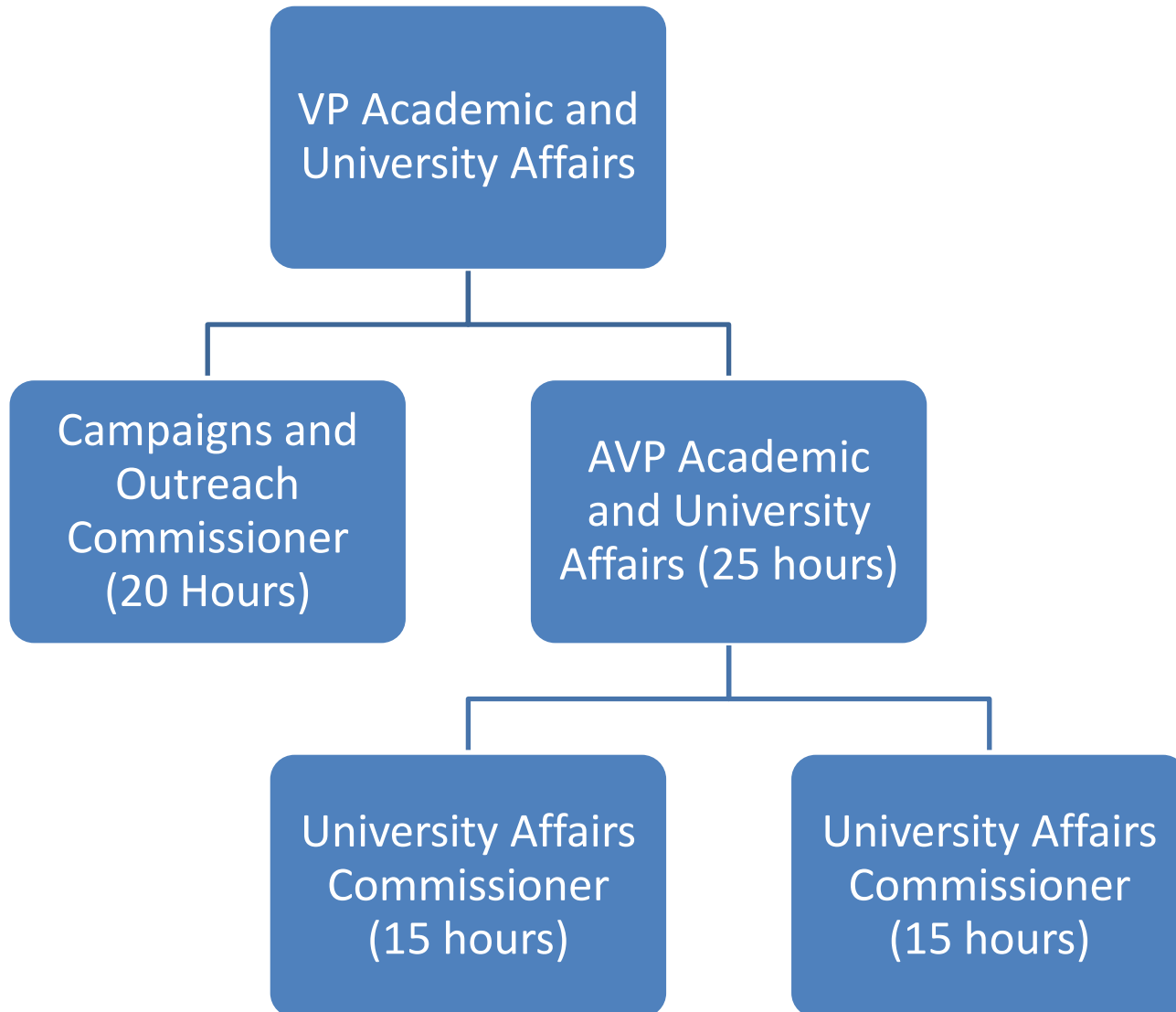
# Structure May 2017 - October 2017



# Observations from this Structure

- The VP AUA ended up having 3 direct reports and this freed up their time significantly
- The AVP managed half of the office and this significantly took up their time
- With every commissioner working 15 hours a week people were in the office more often
- The Indigenous Students Commissioner had very little work and difficulty reaching out to groups on campus
- The AVP worked far more than 20 hours a week in order to manage staff and accomplish their tasks
- 80 staff hours a week in total (no change)

# Structure October 2017 - Now



# Observations from this Structure

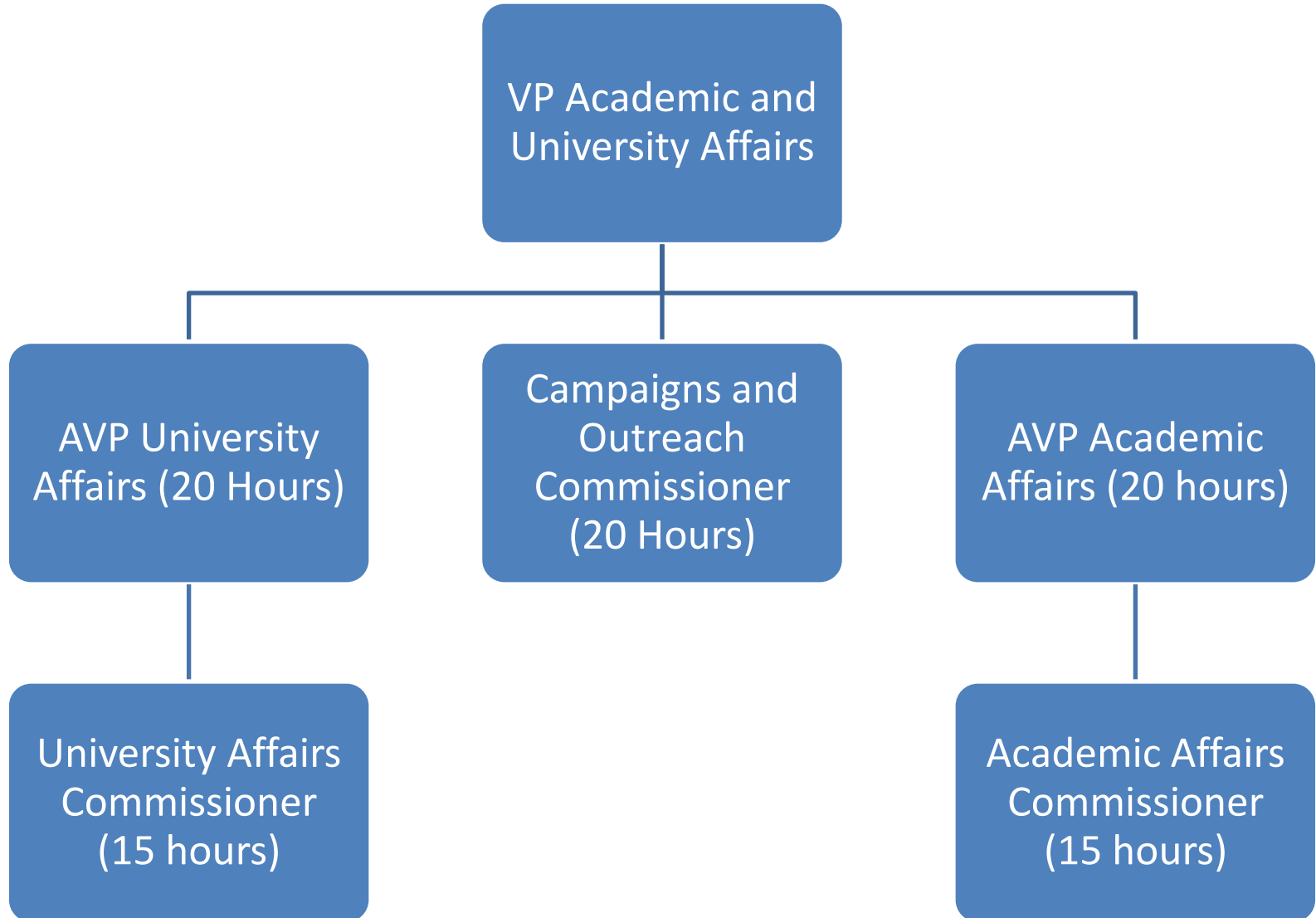
- The VP AUA ended up having 2 direct reports and this freed up their time even more
- The AVP managed half of the office and this still significantly took up their time
- With every commissioner working at least 15 hours a week people were in the office more often
- Although the Campaigns and Outreach Commissioner worked on the Indigenous Advisory Group there remains significant work the AMS ought to do
- This system created significant gaps in our Academic Affairs work, leaving work undone
- 75 staff hours a week in total (change of 5 less hours)



# Areas of Concern for New Structure

- The VP AUA should not have more than 3 direct reports otherwise they will have too much time spent in staff meetings and managerial work
- The AVP AUA position is not sustainable, any AVP should not have more than 20 hours a week and 1 direct report
- Every Commissioner should continue at 15 hours a week to have them in the office for a sufficient amount of time
- Campaigns and Outreach Commissioner must report to VP in order to keep campaigns and outreach a priority
- There needs to be far more time dedicated to Academic Affairs (student senator support, curriculum consultations, faculty specific advocacy, academic concessions and accommodations, fall reading week, exam scheduling)
- More staff hours are needed, the VP spent far too much time on reports, submissions, and other tasks leaving less times for meetings and strategic planning for advocacy

# Proposed New Structure



# Advantages to this Structure

- The VP AUA will have 3 direct reports, observed to be manageable in the past
- Recognizes the need for Academic Affairs supports, while continuing to support University Affairs
- Every Commissioner in the office will still work at least 15 hours a week, with Campaigns reporting to the VP
- Increase to 90 hours of staff work a week allowing more time for the VP AUA (net increase of 10 hours)
- Two AVPs so neither is overworked, also with only one direct report to free up their time
- AVPs will help hire their respective commissioners (in may) to help foster collaboration



Thank You!  
Any Questions or Comments

# (Potential) Disadvantages or Gaps

- Net increase of 10 hours will increase staff budget during a year with a minimum wage increase
- There still remains a gap in the amount of work the AMS should be doing for Indigenous Affairs
- The VP AUA Office has proven extremely difficult to hire for, receiving the least applicants for at least 2 years now
- Academic Affairs side of the office is necessary now, but could prove less so after a senate governance review
- Net increase of 10 hours may create more management than expected for VP

# Solutions for Disadvantages and Gaps

- Increased budget, however University and Academic Affairs Commissioners hired one month later, also there is a need for more resources dedicated to advocacy
- Incoming President exploring creation of an Executive Projects Assistant for Indigenous Affairs
- More engagement and advertising of positions by outgoing and incoming VP and staff members
- Review of Academic Affairs side of the office after one year, especially if there is a senate governance review
- Net Increase may be more management but both AVPs have extensive management experience and this will continue to be a priority in hiring