RESOURCES PLANNING TASK FORCE
Recommendations to the President

REGARDING MANAGEMENT OF SPACE AT KPU:

1. That KPU establish a University Space Committee, co-chaired by the Vice-President Finance & Administration and Provost and Vice President Academic, reporting to the University Executive, and comprising members from across the University. The University Space Committee must provide a forum for discussion of university space issues, develop effective guidelines, policies, decision-making processes and standards for space allocation and use, establish metrics to better measure and allocate space, and commission an integrated strategic space inventory database, and will provide advice on major University space-related initiatives. An important consideration for the University Space Committee's deliberations is the contribution of its decisions to achieving the goals of VISION 2018 and will provide advice on major projects that KPU is considering.

2. That KPU immediately begin development of an integrated space management database.

3. That KPU review all existing space scheduling and booking practices to promote integrated management of all KPU space.

4. That a University Space Management website be established to communicate decisions regarding space allocation and use, data about space utilization, space booking processes, etc.

REGARDING A BUDGET MODEL FOR KPU:

1. Over the next 3 - 5 years KPU develops and implements a hybrid budget model that fits KPU's different units and achieves the objectives listed in the preamble. This model will comprise performance-based, activity-based, responsibility centre management, and centralized budgeting models where each is applied to the particular KPU operation it best suits.

2. Develop a consultative process with KPU's internal community and stakeholders to refine elements of the transition to the new budget model which will support achievement of the goals of VISION 2018.

REGARDING AN APPROPRIATE WORKFORCE FOR KPU:

1. **The Committee recommends that KPU assign responsibility and resources to an office to enable all KPU employees to access a wide-range of work-related training and professional development opportunities including, but not limited to, such topics as technology and software used at KPU, manager/supervisor skills, diversity, change management, university processes (e.g., faculty search committees), instructional skills and effective public speaking.**

2. **The Committee recommends that the office responsible for coordinating training and professional development develop an effective, possibly mandatory, employee orientation process, some of which is common to all employees while other topics are position and unit specific. Part of this orientation would be an overview of how different units within KPU contribute to the successful operation of the University as a whole. Mechanisms for continuous improvement of the orientation program, including feedback from employees throughout their careers at KPU, is essential.**

3. **With regards to recruiting and retaining employees, the Committee recommends that KPU immediately take steps to:**
    - **Increase flexibility of position classification systems to respond to changing job requirements,**
    - **Identify and advocate resolution of systemic barriers preventing KPU from attracting and retaining the work force with the skills the university needs,**
    - **Implement changes to create employment flexibility wherever possible, and**
    - **Enhance and develop data systems to monitor and inform operations.**

4. **The Committee recommends that KPU immediately begin a strategic workforce planning process to be completed by June 2015.**

5. **The Committee recommends that KPU design events and campaigns to realize its unique mandate described in Vision 2018 and infuse all KPU's distinctive cultures with pride of place, identity and achievement.**