Medicine Hat College **Functional Organization Chart** November 2024 **Medicine Hat College Board of Governors** Office of the President President & President's Office Administration **Government Relations Chief Executive Officer** Institutional Planning **Administration & Finance Academic Facilities & Information** Advancement & **Student Services** School of Arts. Science and **Corporate Finance Human Resources Teaching & Learning Technology Community Relations** Education Registrar's Office Centre for Innovation & Teaching Excellence Admission, Transfer & Transcripts Training and support for online and face-to-face instruction Arts Articulation & PLAR Implementation of institutionally supported teaching technologies Art & Design **Facility Operations** Finance Design & Development Registration **Culture & Development Fund Development** US Arts Instructional Course Design Scheduling & Timetabling Planning, development, Accounts Payable Equity, Diversity & Engagement US Humanities & Social Sciences Program Design & Curriculum Mapping Student Accounts maintenance, and support of Accounts Receivable Employee Health & Wellness Donor relations and events **Development of Digital Materials** Education Student Financial Aid college buildings and grounds **Banking Services** Employee Recognition & Engagement Community Engagement **Library Services** Bachelor of Education Student Information Systems Fleet Management **Budget Planning** Learning & Development Collection development/Library Resources (books, journals, databases, purchases) **Marketing & Communications** Early Learning & Child Care Non-Academic Facility Bookings Student Records **Enterprise Risk Management Human Resources** Inter-library Loan Services Advertising Science Student Recruitment Campus Security Insurance Management Open Access, OER, Copyright & Licensing Support Compensation Planning Convocation Environmental Biology and Reclamation Access Control Investment Management International Education Controlled digital lending & Reserves Classification & Job Evaluation Digital signage Technology **Key Management Purchasing Administration** Global Engagement Information Literacy, research skills and citation support & instruction Employee & Labour Relations Graphic design, standards & style guide **Brooks Campus Facilities** US Science Multimedia for students and classrooms International Student Services **Hospitality & Conference** Employee Photo ID Cards Internal communications (e.g. On **US Kinesiology** Reference and research assistance **IT Services** International Student Recruitment Services On-boarding Campus) Sustainable Innovation Student ID's Planning, development, Study Abroad and International Organization & Job Design **Events & Conferences** Media relations **Program Excellence and Institutional Research** Partnerships maintenance, and support of Performance Achievement Promotional materials Data Management, Analysis & Reports **Food Services** college computing services, Mental Health & Counselling Publications (e.g. corporate documents, Cafeteria Succession Planning Institutional Reporting equipment, networks, IT Mental Health Strategies & Programming Talent Acquisition & Retention Research/Survey Design, Data Analysis & Reports Catering real, feature writing) security, and enterprise Student Counselling Occupational Health & Social media and training Crave software systems Athletics & Recreation Website content and design The Bookstore Safety System integration, Development **Brooks Campus** Campus Recreation and Support for Internal Use Campus Store Emergency Response Planning/Mgmt. Athletics and Recreational Facilities **Brooks Campus Residence** Learning Management Systems Gifts Ergonomics Varsity Athletics Office Supplies Health & Safety Programs **Regional Stewardship** Technical Support— School of Trades & School of Health and School of Business and Student Supports Blackboard Textbooks Workers' Compensation **Duplicating & Mail** Academic Advising **Technology Community Services** Software Purchasing & Technical **Continuing Studies** Payroll, Benefits & HRIS Academic Coaching Support Payroll & Benefits Administration Accessibility Services Web Systems Technical Support Human Resources Information System **Trades Business Community Services** Academic Resource Centre Telephone Services Automotive Service Technician Administrative Office Management Child & Youth Care Counsellor Indigenous Student Support Services **Enterprise Resource** Carpenter Administrative Office Professional Criminal Justice Student Employment & Career Services Electrician **Planning Project Business Administration** Interdisciplinary Studies Student Residence Heavy Equipment Technician **US Commerce** Implementation of Unit 4 ERP and Social Work Writing Support Plumber/Gasfitter Service Dog & Canine Studies Management Therapist Assistant (OTA/PTA, SLPA) the Anthology Student System **Student Policy & Compliance** Policy & Compliance Steamfitter/Pipefitter Sport & Event Marketing & Management Software and related Health Welder **Continuing Studies** Policy development, review & processes Health Care Aide Pre-Employment Apprenticeship maintenance Corporate Training Bachelor of Science in Nursing FOIP Technology MHC Conservatory Paramedic Records Management Power Engineering Technology Non-credit Programming Practical Nurse Human Rights Advisor Aviation Summer Camps

Applied Learning Centre

(Health Simulation)

Pathways to Success

(LINC) Explore GFD Tests

Community Adult Learning Program (CALP)

Language Instruction for New Canadians

Built Environment Engineering

Computer Aided Drafting & Design

Technology

Information Technology