

**APPROVED**

MINUTES OF MEETING NUMBER FOUR HUNDRED AND SIXTY SEVEN OF THE BOARD OF GOVERNORS OF ALGONQUIN COLLEGE WHICH WAS HELD ON TUESDAY, OCTOBER 11, 2011, AT 5:00 P.M. IN THE ROSSER BOARDROOM, C539, WOODROFFE CAMPUS

Present	Michael Dunlop, Chair	Regrets	Pauline Edmonds
	Doug Orendorff, Vice Chair		Kathryn Leroux
	Eric Agyemang		Debbie Robinson
	Denise Amyot (teleconference)		
	Jeanine Chiasson		
	Lynne Clark		
	Barbara Farber	Resource	Vice Presidents:
	Doreen Hume	Personnel	Gerry Barker, Human Resources
	Louis Lamontagne		Kent MacDonald, Academic
	James McIntosh		Joy McKinnon, Business
	John Owens		Development
	Andrew Pridham		Duane McNair, Administration
	Mark Sutcliffe		Deborah Rowan-Legg, Student Services
			Anna Cobus, Recording Secretary
Observers	Jo-Ann Aubut, Acting Dean, Academic Development		
	Jennifer Daly-Cyr, Acting Director, Strategic Programs & Services Planning Project		
	Cathy Dempsey, Director, Finance & Administrative Services		
	Dave Donaldson, Dean, School of Business		
	Karen Foster, Director, Ancillary Services		
	Barbara Foulds, Acting Dean, Faculty of Health, Public Safety & Community Studies		
	Mark Hoddenbagh, Director, Applied Research & Innovation		
	Russell Mills, Dean, Faculty of Arts, Media & Design		
	Kathryn Moore, Registrar		
	Doug Ouder Kirk, Director, Academic Operations & Planning		
	Brenda Rothwell, Executive Director, Foundation		
	Phil Rouble, Facilities Planning Specialist, Physical Resources		
	William Wilson, Student, <i>The Algonquin Times</i>		
	Doug Wotherspoon, Executive Director, Advancement		

The meeting was called to order at 5:01 p.m.

**11-53 CONFLICT OF INTEREST DECLARATION**

None.

**11-54 APPROVAL OF THE PREVIOUS MINUTES**

## RESOLUTION

MOVED & SECONDED – Orendorff & McIntosh

That the minutes of June 13, 2011, be approved as amended.

It was recognized that the minutes of September 12<sup>th</sup> would be dealt with during the in camera portion of the meeting.

**11-55 PRESENTATION: DEVELOPING THE STRATEGIC PLAN**

The President provided Governors with an update on the development of the revised 2012-2016 Strategic Plan. Governors received an information package containing a review of the current plan in terms of which of the goals are complete, ongoing and/or require modification.

D. Wotherspoon presented the timelines for the strategic plan development, as well as an overview of the environmental scan contained in Governors' meeting packages including the feedback that has been received from the consultation process to-date. Between now and the final draft plan presentation to the Board in December, engagement with the internal and external community will be ongoing in a variety of face to face and online formats.

The entire presentation can be viewed online at <http://www2.algonquincollege.com/vision-2020/>.

## Questions/Comments:

- *Governor McIntosh: What is the College attempting to automate? Grade reporting, employee leave reports, recruiters information cards, etc., any manual process which doesn't require face to face interaction and therefore allows employees to better utilize their talents in required face to face interactions.*
- *Governor Orendorff: This provides a good general picture of where things are moving; however, it would be helpful if the Board received more specific information in terms of what is unique about Eastern Ontario and our positioning here, our relationship with the federal government, military, etc. A further look at the opportunities we can take advantage of would be helpful in terms of what the future vision may look like; perhaps in the form of different scenarios such as how growth could occur in areas such as international and degrees, etc. These scenarios would be helpful to the Board in determining where to go and by how much to grow.*
- *The Chair noted that there are many complex issues facing the Board that in the current timeframe, it may be impractical to make a decision by December. He suggested that perhaps at the November meeting, some of these scenarios could be at least identified so that Governors can have a chance to think about them before the December*

*discussions begin. He added that the most opportune time for Governors to sit and listen will be at the open houses which will be communicated to Governors.*

- *The President commended the reading of an article entitled "Generation C" as well as Curtis Bonk's book entitled "The World is Open: How Web Technology is Revolutionizing Education", indicating that both discuss education in ways which cause one to think differently in terms of how best to prepare for the students and education of the future. He also noted that the Students Association is also working on its version of a 2016 Vision which will be provided to the Board.*
- *The Chair asked Governor Agyemang to focus, as the Board moves through this exercise, on sharing a student perspective and whether anything or anyone is being left behind. Governor Agyemang responded that he has a planned meeting with the Students' Association to discuss how to work with the Board and will keep this as an area of focus as well.*
- *Governor Orendorff commented that in terms of goals, the existing plan is substantially complete with the generation of goals being driven from a bottom up approach. He proposed that the Board begin with a new set of goals from the vision and move downward from various inputs such as the capital submission, digital college document, etc. He indicated that a great amount of information exists which sets the vision and has already been thought through, and that by beginning with that framework and grouping it in that fashion, the vision and goals become clearer and more closely connected to the plan. Once the vision is clearer a goal structure can be created which will move the College forward.*
- *The President noted that the College will be moving into discussions with the Government in terms of how it wishes to differentiate itself based on "Putting Students First". Not all Colleges will be equally funded so Governor Orendorff's suggested format aligns with this. The vision needs to be written in a way that identifies how the College wishes to differentiate itself and what it wants to be and look like.*

## **11-56 DECISION ITEMS AND REPORTS**

### **ANNUAL REPORT**

The President indicated that the Annual Report, which has been previously presented to the Board in draft format, was before the Board as it has been finalized and now requires Governor-approval.

In terms of the timing of the Multi Year Accountability Agreement, it will be submitted to the Government and once agreed upon, will be presented to the Board for approval and posting.

### **RESOLUTION**

MOVED AND SECONDED – Owens and Sutcliffe

That the 2010/11 Annual Report be approved as presented with the exception of the further approval of the Multi Year Accountability Agreement upon acceptance by the MTCU.

CARRIED

**GOVERNANCE COMMITTEE MEMBERSHIP**

**RESOLUTION**

MOVED AND SECONDED – McIntosh and Lamontagne

That Governors John Owens and Eric Agyemang be appointed to the Governance Committee of the Board of Governors effective October 11, 2011.

**BANKING OFFICERS RESOLUTION**

**RESOLUTION**

MOVED AND SECONDED – Chiasson and Owens

that for banking purposes, the following are the officers of Algonquin College of Applied Arts and Technology, effective October 11, 2011

<u>Position</u>	<u>Current Incumbent</u>
Chair	Michael Dunlop
Vice Chair	Doug Orendorff
Secretary	Robert Gillett
Treasurer	Duane McNair
 <u>Senior Officials at the College</u>	
President	Robert Gillett
Vice President, Academic	Kent MacDonald
Vice President, Administration	Duane McNair
Vice President, Business Development	Joy McKinnon
Vice President, Human Resources	Gerry Barker
Vice President, Student Services	Deborah Rowan-Legg
Director of Finance	Cathy Dempsey
Manager, Finance and Administrative Services	Sally Clarke

CARRIED

**11-57 REPORT OF THE CHAIR**

The Chair reported the following:

- The Fall Convocation Ceremonies will be held on October 17<sup>th</sup> at the National Arts Centre beginning at 2:00 and 6:30 p.m. Governors Agyemang, Amyot, Clark, Leroux and Pridham will each attend one or both of the ceremonies. Governors Clark and Leroux will bring greetings to the graduates on behalf of the Board.
- The following items were on the board table:
  - o Copies of the remittance declaration from the financial officers of the College, confirming that as of September 30<sup>th</sup> all applicable income tax source deductions and remittances have been submitted in accordance with CRA and Ministry of Revenue requirements.
  - o September 29<sup>th</sup> edition of *The Algonquin Times*.
  - o Faculty Survey Results on Work Climate at Algonquin College and the Future College President.
- Two meeting feedback forms were submitted following the last meeting on September 12<sup>th</sup>. The feedback indicated that the meeting was productive and the material was sent out sufficiently in advance. No areas for improvement were identified.
- A letter from former Governor Bill Johnson was received which made recommendations regarding the naming of the ACCE building. As previously noted it, is a very well thought out and appropriate suggestion; however, the question is one of a matter of timing and process. For example, Governors have signed off on a naming convention policy which speaks to naming protocols and to respond directly to one Governor's request would circumvent those processes. Governors will be significantly consulted before any such decisions are recommended. Governor Johnson will be thanked and invited back to speak to this matter at an appropriate time.
- Governors were asked to remove material from the board binders that they wish to keep and leave their binder on the table at the end of each meeting of the board. Unwanted materials will be recycled.

#### **11-58 REPORT OF THE PRESIDENT**

The President reported the following:

- Congratulations were offered to both Mike Rushton and Phil Rouble for recently receiving awards from the Ontario Facilities Planner Organization: Mike received a meritorious service award, and Phil a President's award.
- The College continues to return to normal following the support staff labour disruption. There has been some impact in terms of both full time and continuing education enrolment.
- Work on the Student Commons and Pembroke Campus buildings are progressing. The opening date for the Perth Campus is confirmed for October 21<sup>st</sup>, with the opening date for the ACCE building tentatively set for November 22<sup>nd</sup>. Governors will receive formal invitations to both events.

**11-59 MANAGEMENT SUMMARY REPORT**

The President indicated that some debate has occurred at the President's Executive Committee regarding the new Management Summary Report format which is aligned to the eight priority areas of the 2010/11 Business Plan. Some PEC members have expressed concern that it constrains the information being reported to Governors in comparison to the old methodology. The President asked Governors to provide him with their comments should they feel a further change is required.

**11-60 OTHER BUSINESS**

Governor Orendorff inquired as to when the College will know its LEED status for the ACCE Building. The President indicated that he would obtain the answer and report back to the Board; however, it could take up to a year.

Governor Agyemang spoke on behalf of the students to thank management for how well the College was managed during the labour disruption and the great work that was done to make everything run smoothly for students, and that students didn't feel the effects of the strike as much as was anticipated.

Governor Owens commended the viewing of a flash mob on you tube (search: Zorba Ottawa) which was created with the assistance of Algonquin students to promote Ottawa's Greek Festival, indicating that it received over 500,000 viewers and promoted the talents of the students very well.

Governor Owens, as the Chair of the Ottawa Construction Association, extended an invitation for all Governors to attend the November 1<sup>st</sup> Chairman's Reception being held at the Algonquin Centre for Construction Excellence. The event focuses on bringing together industry, community, and now the academic community including students to connect with one another.

The Chair concluded the meeting by observing that the "headline" of the evening's meeting was that the Strategic Plan is an ongoing consultative process with an aggressive schedule, and that the Board is truly engaged in developing and signing off on the plan in partnership with the stakeholders of Algonquin College.

There being no further business, the Board moved in camera at 6:20 p.m.

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Michael Dunlop, Chair

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Anna Cobus, Recording Secretary