Board of Governors
Management Summary Report
December 10, 2012

Area 1 | HUMAN RESOURCES

ORGANIZATIONAL EFFECTIVENESS

PAYROLL: EXCEPTION REPORTING PILOT

- As part of a Business Process Review and a SPSP's Payroll Review an interim solution has been designed to facilitate the processing of payroll for part-time academic staff. This solution will be considered a temporary measure until a new College-wide technology-based system is implemented to address the inefficiencies of payroll processing.
- The School of Business will participate in this pilot in November and December.

PERFORMANCE SUPPORT AND EVALUATION OF FULL-TIME FACULTY

- A committee comprised of faculty and administrators and an external facilitator has been working to develop a Performance Support and Evaluation strategy.
- In the month of November, in order to gather more information from faculty employees on the most effective approach to a summative evaluation process. Four (4) focus groups took place at the Woodroofe, Pembroke and Perth campuses. Algonquin College is committed to ensuring the final product is a cooperative collaborative effort that exists for the purpose of supporting faculty to be effective practioners.

RECRUITMENT

- New job competition postings for November include:
  - 8 Support Staff Positions
  - 3 Academic positions
  - 3 Administrative Positions

ORGANIZATIONAL DESIGN

- HR representatives and the Manager Organizational Effectiveness attended and offered one-on-one coaching sessions at the *Hire Immigrants Ottawa Fall Public Sector Coaching Event*. This community-based initiative brings together employers and the talents of skilled immigrants in the Ottawa area.
- The CJEC Committee met twice during November and evaluated 8 Support Staff positions.
- Counselling Services engaged Human Resources to advise on reorganization of the Test Centre.

HR WEB STATISTICS

- A total of 13,594 people visited the HR website this period. A total of 51,859 pages were viewed through a total of 34,567 visits.

COMPENSATION, PENSION & BENEFITS (CP&B)

CP&B received the NEER Statement from WSIB indicating the College will be receiving a rebate in the amount of $140,516.91. We have and continue to work diligently over the past year to reduce WSIB costs through case management, in liaison with WSIB and working closely with Occupational Health and Safety for an early and safe return to work.

CENTER FOR ORGANIZATIONAL LEARNING (COL)

Activities and professional development provided and faciliated during the months of October and November 2012 included:

October 2012

- Teaching Adult Lifelong Learners (TALL) program being delivered to part time faculty.
- COL provided teaching and learing PD for 9 professors visitng from Iraq.

- COL continues to provide customized support of faculty and staff in ACCE.
- Planning for 2013 Kaleidoscope Conference is underway.
- Faculty focus groups facilitated to glean faculty input regrarding faculty perfomanace support and review process.
- Manager of COL had great fun collaborating and learning with the CLC.

November 2012

- 20 Part-time Faculty Orientation sessions designed for delivery in December and January.
- COL continues to provide support to 35-40 newly hired FT faculty at monthly seminar sessions.
- Fall edition of Live.Laugh.Learn employee e-newsletter published.

LABOUR RELATIONS

As of November 26, 2012 there are 18 active Support Staff grievances and 6 active Academic grievances which are ongoing through the Step process.

Area 2 FINANCE AND ADMINISTRATION

FINANCE AND ADMINISTRATIVE SERVICES

Projects Currently In Progress

- Payment Card Industry-Data Security Standards (PCI) project to ensure that the College is in compliance with the PCI standards.
- Implementation of a new service delivery model in the Student Commons, including "triage" processes through Student Success Centre.
- Automation of bursaries process.
- Elimination of credit card acceptance for tuition fees – complete.
- Expansion of the Purchasing Card Program.
- Value stream review of Part time pay process, i.e. automate timesheet process.
- Review of the paper ordering and delivery process.
- Review of three Chairs' administrative processes with SPSP (forwarding e-mail, genesis reports and course loading).
- RFP for Banking Services.

Projects In Planning Stages

- Offer co-op or applied learning opportunities to College Business Students.
- New budget model and schedule for 2013-14.
- RFP for Investment Services.

Staffing Success Worth Highlighting

Staff retirement in Shipping and Receiving - Gerry Griese.

PHYSICAL RESOURCES

Physical Planning & Sustainability

- The order of magnitude costing for the shortlisted CSIC space requests is underway.
- Planning for 2013-2014 Mobile Classroom Project was initiated.
- A team was mobilized to lead the Centrepointe Development Opportunity business model analysis.
- The Facilities Master Plan initiatives for Buildings A, B, C, and J were launched.
- A list of "shovel-ready" projects was submitted to President's Council in response to the ACCC request to lobby for potential federal stimulus funding. These are preliminary and continue to be revised.

Major Capital Projects

- The official opening ceremony for the new Pembroke campus took place on Thursday, November

29, 2012. A wonderful event with excellent participation from across Eastern Ontario. A full bus transported staff and faculty from the Woodroffe Campus to participate in the event.

- The ACCE Building achieved another one of its major goals – Canada Green Building Council (CaGBC) LEED Platinum Certification on Novemer 2, 2012. Efforts to promote this achievement are underway.

Ottawa Construction Association

On November 6, 2012, at the instigation of Algonquin College, the Ottawa Construction Association conducted a 90 minute panel discussion "Current Construction Delivery Models – what is working, what is not?" Moderated by John Owens (Governor, BOG), the discussion revealed many insights that will permit the College to better contract services from the constructrion industry.

Facility Operations And Maintenance Services (FOMS)

- **ESCO 2 Status Update**
  Siemens continues to make good progess with its detailed feasibility study to identify energy conservation measures and revenue generating opportunities at the Woodroffe Campus. Provincial uncertainties with incentives, power purchasing agreements and Ontario's Feed in Tariff Program (FIT) may put at risk some of the potential revenues but Siemens is working diligently to deliver its promised program and complete its study by April 2013.
- **800 Ton Chiller Project Update**
  On November 13th Algonquin received a cheque for $117,000 from Ontario Hydro's incentive program towards last summer's project that: replaced 2 aging chillers with one new unit, reducing Algonquin's deferred maintenance backlog; and reduced the Woodroffe campus electrical demand load by165KW. The project was completed on time and on budget.

Facilities Planning & Development

- A "Lessons Learned" exercise was conducted with key stakeholders on the delivery of Open Mobile Classroom Conversion project.
- A plan is being developed on how to deliver a potential program of construction projects for fiscal year 2012-2013.
- Construction delivery work began for "Expansion of Health Services" project and "Digital College Video Production" project.

<u>INFORMATION, INSTITUTIONAL RESEARCH & TECHNOLOGY SERVICES</u>

For the month of November 2012-13, Information, Institutional Research and Technology Services highlights the following accomplishments:

Institutional Research

- Multi-Year Accountability Agreement report for 2010-11 completed, reviewed and approved by the President's Council and posted to the MTCU web-site Oct. 31, 2012
- Compiled and posted Performance Indicators to college web-site as per MTCU requirements.
- Concluded advanced KPI Student Satisfaction Survey administered in-class from November 5 to 16, 2012.
- The Director, AR attended the IR work-group meeting of Polytechnics Canada to address standards for program counts x credential and coding of programs to CIP (Classification of Instructional Programs) standards, allowing national and international comparisons among PSE institutions.
- Participated in panel presentation at HEQCO – Learning to Earning Conference – on Nov. 2, 2012.
- Student administrative data has been compiled to support the predictive analytic study of retention and outcomes being conducted in conjunction with Dr. Ross Finnie, the Educational Policy Research Initiative and the University of Ottawa. Agreement has been reached to conduct 2 further phases of research involving retention factors among all Algonquin students enrolled in

FTPS programs and tracking graduates into the labour market in conjunction with Statistics Canada.

- Currently involved with two provincial committees under the aegis of the MTCU and OCAS to revise the KPI Student Satisfaction survey questionnaire and implement a Business Intelligence KPI reporting application.
- Provided data and support for labour market research being conducted by Academic Development in conjunction with Prism Research.
- Cognos Express BI server installation complete. Initial analysis models for KPI under development with data integration and modeling to the data mart nearly completed.
- 3 team members have completed the Cognos Framework Manager training. Two additional members will be trained in December.
- End user and power user training curriculum and schedule for Cognos deployment is nearing finalization and will be published in early December with the first tranche of training to take place before Christmas.

Infrastructure

- Work continues on the implementation of new isolated network segments in order to meet the College's obligations to PCI requirements and standards.
- Several changes have been implemented in the College's wireless network to provide improved communications in areas of very high density classrooms (rooms with over 80 laptop users).
- Internet access was provided at 900mb/s in Woodroffe and Perth campuses, and 50mb/s in Pembroke. All internet access and core network access met the 99.9% availability SLA
- Wireless infrastructure suffered a partial impairment several times in the month of November, though there were no total system outages. The 99.9% availability SLA was not met, with an SLA compliance of 99.05%

Learning Management Systems and Solutions Automation

SharePoint

- Facilitated and funded SharePoint training for over 40 end users and 8 members of the IIRTS Client Service team. The training was successful and well received, and additional sessions are planned.
- Migration of the SharePoint 2007 Board of Governors committee site to the new Connect environment.
- We have added new sites for multiple committees, schools and department into the SharePoint Connect environment.
- The metrics below show an increase in the usage from November 1st to November 21st, 2012 and speaks to the interest in SharePoint and our success marketing this effective tool.

Category	Metrics	Value (Current)	Value (Previous)	Trend
Traffic				
	Total Number of Page Views	33,170	23,299	42.37 %
	Average Number of Page Views per Day	1,658	1,165	42.32 %
	Total Number of Daily Unique Visitors	649	480	35.21 %
	Average Number of Unique Visitors per Day	32	24	33.33 %
	Total Number of	46	29	58.62 %

	Referrers			
	Average Number of Referrers per Day	2	1	100.00 %
Search				
	Total Number of Search Queries	24	21	14.29 %
	Average Number of Search Queries per Day	1	1	0.00 %
Inventory				
	Number of Site Collections	44	37	18.92%

BlackBoard

- The team spent time working towards the implementation of new infrastructure (load balancing server) that will provide 24 x 7 accesses to Blackboard. In order to avoid interfering with normal operations of the College this new infrastructure will be deployed between Christmas and New Year's Day.
- Various monitoring and system improvements have been implemented to help with identifying issues before they become outages within the Blackboard and SharePoint infrastructure systems.
- Added 4 new Blackboard front end web servers to help with the load (24000+ students) this semester.
- The BlackBoard system met the 99.9% availability SLA with the exclusion of the 3am – 4am maintenance window, which will be phased out with the implementation of the load balancing server.

Client Care

- Operational support continues with providing the following performance metrics:

# of tickets generated:	2,404
# of tickets closed:	2,069
Highest volume (Day of Week):	Thursday *(Followed by Monday then Tuesday)*
Average Daily Peak Period:	9:00am to 2:00pm
Top 'Type' of Client:	Students – 34.3% of total *(FTStaff 18.2%)*

- Provided extensive support and resolution of the outstanding deficiencies following the Pembroke campus cutover.
- Phase 1 (C102 Renovation Project) continued with the counters being raised at the IIRTS Service Desk to a final height of 42". Additional electrical and data will be added to the counter surface to better work with client devices.
- Phase 2 (C102 / C101 Renovation Project) is in planning / design phase and well underway to being finalized for the areas.
- SSCM (Microsoft system management solution) training completed (8 individuals attended). Ultimate goal is to redefine the software image deployment process and reduce workload in this domain significantly.
- Defining standards for further laptop purchases which will facilitate and provide efficiencies in support efforts.
- Planning is underway to design the e-classroom configurations to support the MLP Program. New governance structure was proposed to improve the delivery of the integrated learning/construction/technology projects.

Enterprise Business Platforms

- System requirements documentation and conceptual architecture/standards definition in progress for HR/Pay and GeneSIS on for the Ingres migration. Server setup for development, staging and production environments in progress.
- PeopleSoft technical upgrade completed which included a database upgrade to SQL Server 2008 and data migration and testing. User testing and training in progress with a target completion date of mid-December. Significant performance improvements have been realized through the overall platform stabilization effort through modernization of the software and systems. Roadmap for PeopleSoft upgrade in progress with a target completion date of end of the fiscal.
- OCAS Coltrane report submitted and accepted.
- PSIS statistics submitted to the RO for final review and sign off. Target delivery date by end of November for 2010/11 academic year.
- PFIS/CSER report submission in the final stages of acceptance testing. Revisions ongoing with a target delivery date by end of November.

Business & Planning Services

- Infrastructure evergreen needs and operational planning for F13/14 budgeting is underway.
- Transformation of the Application Release Management process has begun. Engagement of various Client groups to begin identifying the business cycles and release cadence for applications. Implementation of new release process to continue for the remainder of this fiscal.
- Conducted an open space format townhall to engage the department's staff in helping define how we can leverage the technology to support the College that is digital direction.
- Submitted a proposal and solicited a team of Telfer School of Business MBA's to assist in developing a road map to support the IIRTS strategic direction as part of the broader Digital College/College that is Digital effort*.

COLLEGE ANCILLARY SERVICES

- Ancillary Services is trending to meet forecasted targets in the aggregate. Retail Services sales have been slower than forecast due to construction issues, however, year over year sales in Food Service are strong. Students have been receptive to the new food kiosk in the Student Commons and Food Services will be installing counter seating for those who wish to sit and eat at the kiosk.
- Online micro departmental surveys are being launched for all business units in an effort to capture real time feedback. The questions asked will be changed on an ongoing basis.
- The waitlist for both red and green parking permits has been cleared. The One Card program continues to add services to the program and Peer Tutoring is now accepting the One Card as tender type as is the Fitness Zone. One Card kisoks are now operational at Perth and Pembroke.
- The Print Shop welcomes a new addition to the team; Mike Heaslip, Production Coordinator. Mike began working with Ancillary Services on October 29, 2012.

Area 3 | STUDENT SERVICES

REGISTRAR'S OFFICE

Registration Statistics
Full-time Registration in Post-Secondary/Post-Diploma Programs
For the 2012 Fall Term, as at the November 1, 2012 (Audit Date), the net registered students numbered 15,964 or 102.4% of the projected enrolment. This compares to 15,061 or 97.6% of projected enrolment for the same period last year.

Please see Appendix 1 – Area 3: Student Services, at the end of the report, for more information.

Continuing Education Registrations
For the 2012 Fall Term as at November 9, 2012, registrations stood at 12,904 as compared to 11,456 at the same time last year. The term registrations to November 9, 2012 represent 123.8% of the projected enrolment. Registration continues throughout the term.

Admissions Statistics
2013 Winter Term

- As at November 12, 2012, OCAS statistics for the 2013 Winter Term indicate that, for College Choices (i.e. number of individual applicants to Algonquin College), our Non-Secondary School applicants are up 10.6% from last year, Secondary School applicants are up 18.6%, with an overall increase in applicants of 12.6%. Province wide, the variances are -5.9%, 27.1% and 2.7% respectively.
- As at November 12, 2012, for Program Choices (applicants are allowed a maximum of 5 program choices, with up to 3 at any one College), our Non-Secondary School applicants are up 13.0% from last year, Secondary School applicants are up 24.8%, and overall we show an increase of 15.9%. Province wide, the respective variances are -7.1%, 28.7% and 2.0% respectively.
- As at November 12, 2012, for confirmations, our Non-Secondary School confirmations are up 11.6% from last year, Secondary School confirmations are 41.6%, and overall, we show an increase of 17.6%. Province wide, the respective variances are -4.8%, 38.3% and 5.4% respectively.

Fall Convocation, Ottawa Schools
The 2012 Fall Convocation Ceremonies for Ottawa Schools took place on Wednesday, November 7, 2012. Ceremonies were held at 2:00 p.m. and 6:30 p.m. in Southam Hall of the National Arts Centre with attendance of 635 graduates. This compares to 2011 Fall Convocation graduate attendance of 564.

Roger Greenberg was awarded an Algonquin College Honorary Diploma in recognition of a lifetime of achievement and service to the Ottawa community and as a leader who embodies the values, traditions, and aspirations of Algonquin College.

2013-2014 Tuition and Ancillary Fees
Algonquin College is currently awaiting an updated Tuition and Ancillary Fees policy from the Ministry of Training, Colleges and Universities (MTCU). The MTCU operating procedures apply to all Colleges of Applied Arts and Technology and pertain to the establishment of tuition fees and related requirements for activity eligible and reported for funding through the college general purpose operating grant.

Initial preparations for the 2013-2014 fees are, typically, underway for presentation to the Board of Governors in the December - January time-frame. Tuition fees are finalized during this time-frame to ensure that the fees are available for inclusion in our February Offers of Admission; however, at this time, the current tuition fee framework has expired.

Committee of Registrars, Admissions and Liaison Officers (CRALO) Provincial Award
Algonquin College Registrar, Kathryn Moore, received the CRALO Provincial Award at the CRALO AGM held in Toronto on November 14 - 15, 2012. The CRALO Award was presented '*in appreciation for continuing an outstanding contributions to CRALO and the Colleges of Applied Arts and Technology of Ontario'*. Kathryn Moore was also elected as the provincial Chair of this committee at the AGM.

<u>FOUNDATION</u>

Endowment Funds:
Confirmed endowment pledges of $296,500 against goal of $600,000.

Endowment Funds Received: June 15, 2012 to November 19, 2012:$53,580

Endowment Funds Received: June 15, 2011 to November 19, 2011:$55,248
(4% decrease over 2011-2012)

Confirmed non-endowed annual awards
The following non-endowed awards, scholarships and bursaries established:
Annual donations renewed for School of Business and School of Advanced Technology-ACCE Awards Nights.

Annual Funds Received: June 15, 2012 to November 19, 2012: $203,139
Annual Funds Received: June 15, 2011 to November 19, 2011: $118,047
(42% increase over 2011-2012)

Bursary, Scholarship and Award Disbursments
Disbursements: June 15, 2012 to November 19, 2012: $521,129
Disbursements: June 15, 2011 to November 19, 2011: $391,200
(25% increase over 2011-2012)

Alumni Relations
AlumNet, the Alumni electronic newsletter was sent to 50,000 alumni on November 12, 2012.

Alumni Relations was present to provide greetings at the Fall Convocation and the Fall Open House.

Campaign Updates

(i) Constructing OUR Future Pledge Payments:
The Campaign total was over $7.5-M, exceeding the $7-M goal. Most gifts were pledged over 5 years. Confirming and receiving each annual donation requires effective donor relations and ongoing stewardship.

April 1, 2012 to November 18, 2012: $471,440.52.

(ii) Major Gifts and Partnerships /GIK Program:

Major Gifts (Cash) / GIK Received to date:	**$117,420**	**(as in Oct 31/12 F/S)**
Major Gifts (Cash) pledged to date:	**$ 93,750**	
TOTAL Major Gifts/GIK Pledged/Received to Date:	**$211,170**	
GIK Confirmed and/or delivered but not yet processed:	**$959,051**	**(app value)**

TOTAL Confirmed to date (approximate value): $1,170,221

Major Gifts / Gift Anticipated but not yet confirmed/delivered (app value): $118,792
Note: GIK included in Research Funding Submissions have not been included here.

Partnership Media Event: November 2, 2012 announced a new collaboration with Ciena Corporation and the generous gift-in-kind of two Ciena 6500 systems for the OptoPhotonics Laboratory. Ciena also worked to restore the original lab equipment so that our students will benefit from increased bandwidth capacity through this powerful fibre optic network. Students in the Bachelor of Information Technology - Photonics and Laser Technology Program, which is run through an articulation agreement with Carleton University, and also, students in our Wireless/Mobility Telecommunications Engineering Technician program, will benefit from this advanced technology.

Nepean Chamber of Commerce Not For Profit Award
On October 18, 2012, the Algonquin College Foundation was awarded the 2012 Nepean Chamber of Commerce Not For Profit Award.

STUDENT SUPPORT SERVICES

Aboriginal Student Services/Mamidosewin Centre

Mamidosewin Centre Visits:
For the period of October 15th to November 9th, an average of 66 students per day visited the Mamidosewin Centre to use the gathering space, kitchenette, and mobile learning centre. This represents a 100% increase in average daily student visits recorded for 2011/12.

- 148 students attended the Grand Opening event in the Mamidosewin Centre held on October 18th.
- On November 7th, seventeen students attended an information workshop on bursary applications.

Centre for Students with Disabilities (CSD)

The CSD has been working on the development of a transcription policy for students requesting alternative format materials. This policy outlines the timelines that are required to produce Braille, electronic and other transcriptions, as well as the procedures. To increase awareness of these timelines, they will be posted on the CSD website.

A meeting of the CSD External Advisory Committee was held on November 14th. Twenty persons attended, including representation from Eastern Ontario School Boards and community agencies such as CNIB, In The Community and Northern Lights. Following the meeting, a tour of the Student Commons was provided.

Two counsellors held a meeting with students on the Autism Spectrum to determine the future of *Aspirations* (a club for students who have disclosed having Asperger's Syndrome/Autism Spectrum Disorder). It is hoped that this will become a student led group, with support from the Students' Association.

CSD Counsellor, Lorri McLeod, presented Learning Strategies workshops to approximately 80 students in Perth. Feedback was very positive.

Apprenticeship Support will be participating in a project that Gail Allan (Faculty e-Learning Development and Support, of the Centre for Organizational Learning) is spear-heading. This project is to help apprenticeship programs create uniform accessible digital technology, initially for the Sheet Metal program, in their developing Blackboard site. If this pilot project proves successful it will be expanded to other apprenticeship programs.

The CSD hosted two Employment Sessions for students with disabilities in October. On Wednesday, October 10th, Human Resources Professional, Kelly Mertl of TD Canada, met one-on-one with students to offer strategies for job searching and disclosure of a disability to an employer. On Wednesday, October 17th, Laura Smith of TD Canada interviewed students with disabilities for front line positions at TD Canada locations in Ottawa.

On Tuesday, October 16th, Jenn Neufeld provided a CSD presentation to Faculty and Academic Advisors as part of the "Making and Renewing Connections" day.

Jenn Neufeld and Sandra Fraser attended the Regional Assessment and Resource Centre (RARC) Conference in Huntsville on October 18th and 19th. The Conference keynote speakers offered insight into the upcoming changes to the Diagnostic and Statistical Manual of Mental Disorders (DSM–5), supporting students on the Autism Spectrum at College, and evidence-based resources for supporting students with mental health disabilities at College.

Counselling Services

For the period of October 15th to November 9th, Counselling Services completed a total of 483

counselling sessions; an average of 24 sessions per day and a 5% increase over the same period in 2011. Of those 483 sessions, 55 were designated as "Urgent" sessions in response to the student's request to meet with a counsellor immediately (10% of the total sessions).

Academic/career planning (29%), stress/anxiety (21%), depression/grief (11%) were the most reported presenting issues.

Six (3%) students reported thoughts of attempting suicide; four of whom had reported having previously made a suicide attempt. One of these students was transported to hospital by ambulance for psychiatric assessment.

For the period of October 15th to November 9th, the Welcome Centre reports that they have met 79% of student requests for an appointment with a Counsellor. This rate is a 7% improvement over the same period in 2011 (72%).

In the first three weeks since the launch of the iCopeU.com/Algonquin website for Mental Health awareness and support, the site received 1,101 visits, of which 925 were from unique IP addresses. Of those visits, 2% entered the section of the page titled "Help – I need Help Immediately"; which contains instructions for contacting emergency mental health support services in the national capital region. Five per cent of visitors entered the section of the website titled "Help on Campus"; which contains a listing and description of mental health support services at the Woodroffe, Heritage, and Ottawa Valley campuses.

The Employment Support Centre, Student Affairs and Orientations; Student Success Service

The Employment Support Centre (ESC)
Numerous class visits were made to promote services, and conduct résumé and job search presentations. In addition, the Employment Support Centre hosted: a job search information booth in the Residence; an information booth during the College's Open House; and a résumé review booth during the Police Foundations Volunteer Fair. The Employment Outreach Officer attended the Accounting Career Evening.

From mid-October to mid-November the total the number of students served by the Employment Service Centre was 775 in comparison to 642 served during the same time period in 2011. This reflects a 20.7% increase in 2012, of the total number of students served.

On-campus recruitment activity during the 2012 Fall Term
The following organizations were on campus this fall: Schlumberger, Thales, Investors Group, Deloitte, Sun Life, IBM, and Fairmont Resorts.

MyCareerZone is a new online career services solution application that was introduced in January, 2012. This past month:

- 110 new employers created profiles;
- 240 new jobs were posted;
- 5,353 emails were sent out to graduates promoting local employment opportunities.

Co-Curricular Record Update
The Co-curricular Coordinator is working closely with the staff at Orbis Communications to customize the co-curricular record Web application in preparation for our launch in the January-February, 2013 timeframe. A list of learning outcome categories and definitions has been developed and uploaded to the system. Internal partnerships are being developed with the Student Affairs and Orientation office, the Students' Association, Residence Life, and faculty within the Police and Public Safety Institute and School of Hospitality. The first Advisory Committee meeting will take place in mid-December. The criteria that will be used to validate activity submissions in the system have been created and uploaded. Electronic addresses are now established for Twitter: AC_CCR; email: CCR@algonquincollege.com; Web address: www.algonquincollege.com/ccr. Brainstorming

and planning has started around material and activities to promote the Co-curricular Record system on campus.

Student Affairs and Orientation (SAO)
Arts Programming
The SAO in partnership with the Students' Association has introduced some unique programming to the students. They have connected with the arts community to have diverse events and support and expose local talent to Algonquin College.

Poetry Slam
This was the first time the SAO/SA hosted a Poetry Slam on campus. The event was marketed through gorilla poetry (a poet went around the school over the course of three days and did "spoken word" in different areas of the College). This visual marketing was very successful. It showed students what spoken word is and how powerful the messaging can be. This event hosted six local poets to compete against each other. Students were integrated into the program by having them play the role of the judges. Poetry Slam was extremely successful as it sold out (150 seats) in the Observatory.

Passive Programming
Pumpkin Carving
The SAO hosted a pumpkin carving contest on Halloween to get students into the spirit and to show off their creativity. Over forty students came out to partake in this event.

November Movie Night
Student Affairs and Orientation along with the Students' Association hosted a free Movie Night each month. This year, movie night was hosted in the Algonquin Commons Theatre. November's movie night brought in approximately 400 students. Last year, an average of 60-80 students participated in Movie Night.

Educational Programming Workshops
Each month the SAO and SA host diverse workshops for Algonquin students to engage in. These workshops allow students to experience something new or build on their passion. Workshops range from culinary lessons, photography, baking, dance, women's self-defence, beer and wine tastings, etc. September's wine tasting workshop attracted 65 students (up from 50 student participants in 2011) and October's culinary workshop sold out at 50 students. Students receive hands-on experience at these interactive workshops.

Dirty Bingo
This monthly event, hosted by the SA, SAO and Health Services in the Observatory serves to encourage dialogue and provide education related to sexuality. Each month this event sells out at just over 200 students.

<u>Health Services</u>

Community Partnerships
The Health Services Manager is discussing provision of nursing services to Perth campus with two community health centres in the area. This will result in savings to current provision of nursing services and increase connection to community resources relevant to Perth students.

Health Promotion
Digital online health promotion magazine, *Student Health 101*, has been purchased and is being added to both the Health Services webpage and Health Services Facebook page with the assistance of the College's social media officer. The online magazine will offer monthly health and wellness topics to all of Algonquin's student population across the campuses and online.

Health services hired a nursing agency to provide registered nursing staff to supervise Woodroffe

nursing student-led flu clinics held on campus November 13th to 16th. Student-led flu clinics aid nursing students to gain practical experience and contribute to having more students get their flu shots with the goal of reducing the number of flu victims this year.

Health Services Reform
40 to 55 Year One recommendations (73%) have been started.

Peer Tutoring

During the period of October 15th to November 9th, Peer Tutoring booked 1,317 tutoring sessions; a 23.4% increase over the same period in 2011. There are currently 69 students trained and registered as tutors. Courses related to Accounting and Communications are the most commonly requested by students. Peer Tutoring became a cash-less service on November 1st; exclusively accepting payments through the One-Card function of the Algonquin Student Card.

Residence

Halloween Programming
A variety of programming featured:
- An Annual visit to Saunders Farm;
- The Gonq Sober Pub (safe alternative for Halloween night);
- Pumpkin Carving.

United Way Programming
Residence Life staff and students participate in organizing a series of events to raise money for the United Way. This year Residence Life has raised approximately $600, with the final totals still rolling in from the penny drive. Last year, Residence contributed approximately $1,100 in total. In addition to money, Residence students donated 455 canned goods. The purpose of these initiatives is to engage the student population in fundraising initiatives and service-learning.

Test Centre (TC)

Test Center (TC) service volumes
Services were offered to 482 clients from October 22 to November 19, 2012, compared to 449 candidates in the comparable time period in 2011. This marks a 7% increase in volume in testing services offered to clients.

TC revenues
Year-to-date [April 1 to November 19, 2012] revenues were $180,354.60, which is an increase of 26% over the comparable YTD reporting period for the previous year. The Test Centre is on target to meet its revenue target of $330,000 for 2012/13.

TC Electronic Grading Service
Electronic grading volumes processed for the College by the TC for the October 22 to November 13, 2012 period were 509 course sections/15,540 individual exams. For the comparable reporting period in 2011 (i.e., October 24 to November 15, 2011), there were 388 course sections/13,183 individual exams. This marks a 31% increase in course sections processed, and a 19% increase in the individual exams utilizing the electronic grading service offered by the TC.

Welcome Centre

Throughout the past month, the Welcome Centre Supervisor has continued to work closely with the College's Business Process Review Manager to identify any current gaps in the new service platform Efforts continue with ITS to enhance the current telephone system to support the new service initiative to clients at the Welcome Centre. ITS has been instrumental in making suggestions and recommendations to better serve Welcome Centre clients accessing service via telephone.

On Monday, October 29th, the Welcome Centre Supervisor participated in the BAB (eSCM) Degree Consent Renewal Assessment process by facilitating the Student Commons portion of the panel's overall Campus Tour. Comments and feedback from the panel were very positive.

During the time period encompassing Tuesday, October 8th to Friday, October 26th, the Welcome Centre provided service to 1,483 clients.

Business Operations

The Q2 review is complete. All adjustments, journal entries and salary projections have been updated and are complete.

Area 5 | ACADEMIC

Algonquin College in the Ottawa Valley

More than 500 high school students from across Renfrew and Pontiac Counties attended an Open House Career Day at the new Waterfront Campus on November 2, 2012. The School also hosted the College Information Program (CIP), featuring other Ontario colleges at this event.

Algonquin Heritage Institute

Community Employment Services (CES) continues to develop formalized referral agreements with a number of organizations including the Perth Business Improvement Area, Service Canada and Service Ontario in order to provide an integrated approach to the complex employment needs of clients. Further, CES is pleased to report that it has exceeded provincial expectations in all core measures with the exception of assisted service clients.

School of Advanced Technology

Ciena and Algonquin College have marked the start of a new collaboration with the grand unveiling of advanced optical telecommunications equipment now installed in the College's Ciena Optophotonics Lab. The optical equipment donated by Ciena will ensure students are receiving practical learning opportunities with technology that is in use in the networks of major telecommunication providers around the world. It also allows greater collaboration with other educational institutions, laboratories, and advanced research and innovation networks to further their learning.

A joint proposal submitted by the Mechanical and Transportation Technology Department and the University of Guelph Kemptville Campus to deliver the Motive Power Green Technician pre-apprenticeship programs has been approved by the Ministry of Training, Colleges and Universities for $245K.

School of Health and Community Studies

Algonquin College co-hosted the Simulation Summit on November 17-19, 2012, in collaboration with the Royal College of Physicians and Surgeons, the Ottawa Hospital and the University of Ottawa. Three hundred and fifty (350) attendees over three days heard from simulation experts. Nursing Studies faculty presented a day-long session on debriefing.

Centre for Continuing and Online Learning

Fall 2012 enrolment in online courses is up 54% as compared to this time last year. Overall, the year-to-date activity, including Spring and Fall, is up 43% or 3,748 course section enrolments.

Applied Research and Innovation

Algonquin College was successful with its grant application to Natural Sciences and Engineering Research Council of Canada (NSERC) through the College and Community Innovation (CCI) Program. This Innovation Enhancement (IE) Grant of $2.3M in funding over five years will be put towards a Health and Wellness Research Centre in support of related projects on all three campuses. The overarching goal of the proposal is to enhance healthcare delivery by providing better tools for the development of medical assistive and analytical devices.

Algonquin College was well represented in the Ontario Centres of Excellence Annual Report. It was the only college represented and the only institution to have two success stories profiled:

- Impakt Protective – sensor for helmets to detect potential concussive blows to the head
- Elevator Cab Renewals (joint with the University of Waterloo) – development of a tester for determining the flammability of elevator panels.

International Education Centre

Ten professors from the Ministry of Higher Education of Iraq attended Algonquin College for a four-week program entitled "Faculty Professional Development Research Methodologies" from November 5-30, 2012. The focus of the program was on modern teaching methodologies and applied research linkages with industry.

Student/Alumni Activity

Will Muth, Dan Thomas and John Stevens, final year students in the Mechanical Engineering Technology program received awards from the American Society of Materials (ASM) Ottawa Chapter on November 20, 2012. The awards, aimed at encouraging students to continue with their work/interest in the materials field, are based on academic performance in an engineering materials program.

Students in the Social Service Worker program, Algonquin Heritage Institute, held a fundraising dinner for the United Way of Lanark County on November 18, 2012 which raised $4,194. Funds are targeted for five youth centres in the county. As well, the United Way Day held on October 25, 2012 was a great success with proceeds from a breakfast, and a used book and clothing sale totaling $2,422.

Thirty graduates of the General Arts and Science streams Pre-Health and Pre-Nursing participated in a drop-in forum on November 22, 2012. They are currently continuing their studies at Algonquin College and hope to inspire and share their experiences with current students.

This year's "24 Hours of Homelessness" initiative undertaken by the Community and Justice Services students raised $3,000 for Operation Come Home, as well as $1,500 for the Esty Bybelyzer bursary.

Hotel Education Centre (HEC Montenegro) offers educational programs in Montenegro licensed by Algonquin College. Recently, the HEC Montenegro national team won 4th place at the World Culinary Olympics. The competition involved more than 100 teams from around the world.

The Ottawa Branch of the Canadian Culinary Federation (CCFCC) doubled its bursary program to meet the impressive intake of bursary applicants from the School of Hospitality and Tourism. The 2012 winners are:

- Alana Awad, Culinary Management, 1st year
- Eliotta Daoud, Culinary Management, 1st Year
- Whitney Meyer, Hospitality and Tourism Management, 1st year
- Christopher Yule, Culinary Management, 2nd year

The awards were presented during the Ottawa Wine and Food Show on November 9-11, 2012.

Veronique Rivest, Sommelier alumnus, is the newly crowned winner of the Best Sommelier of the America's competition in Bento Gonalves, Brazil held on October 24, 2012. She defeated all competitors from North and South America.

Bruno Jung, 2010 graduate from the Tourism and Travel program, is the head trainer for "In Charge Flight Attendant" for Porter Airlines which deals with the training for flight attendants.

Terrence Morrison, a recent graduate from Electrical Engineering Technology, represented Algonquin College at the November Polytechnics Canada Student Applied Research Showcase at NAIT in

Edmonton. Terrence presented on TimeKeeper Pro, an electronic scoreboard and represented himself very well amongst nine student presenters.

Faculty/Staff Activities

Wayne Palombo, Professor, Mechanical and Transportation Technology attended the Medical Device Manufacturing Summit in Toronto on October 24 and 25, 2012.

John Willman, Coordinator, Bachelor of Information Technology (Interactive Multimedia and Design) and lead developer for the new Mobile and Social Media Management program, spoke at the Canadian Marketing Association's November luncheon on "The Changing Role of Marketing in a Digital Age."

Sandra Gibbons, Coordinator, Kitchen and Bath Design program, was one of the judges for this year's Housing Design Awards. Sandra was interviewed by the Ottawa Citizen about kitchen design trends.

James Acres, Professor, Bachelor of Information (Interactive Multimedia and Design) has been working with Ottawa Shakespeare Company and A Crafted Story to create live theatre visuals. He has created cinematic content using Microsoft Kinect cameras that allow the actors to control the visuals using their body movements and voices. They are using the same open-source technology that our students are using.

Terry Quinlan, Professor, Applied Museum Studies, was interviewed by the CBC regarding the impact of federal funding cuts on National Historic Sites and the subsequent impact on the role of interpretation.

Helena Merriam, Coordinator, Library and Information Technician, and her second year students participated in the Webinar Conference on Library 2.0 which focused on discussions about the future of libraries, with participants and experts from around the world.

Katherine Pattillo, Professor, Applied Museum Studies, attended the Ontario Museum Association Conference held October 18-20, 2012.

Dmitri Priven, Rana Ashkar, and Michelle Wardman, Language Institute professors represented the College at the Teachers of English as a Second Language (TESL) Conference in Toronto on November 8-9, 2012.

Denyce Diakun, Director, Workforce and Personal Development, and Dr. Linda Manning, presented at the Canadian Association of Prior Learning Assessment (CAPLA) in Halifax in October, 2012. CAPLA has identified this work as a priority for the upcoming year.

Community Activity

STAR 96 Radio broadcast its Morning Show from the new campus in Pembroke on Opening Day, October 29, 2012.

On November 6, 2012, representatives from the Construction Trades and Building Systems Department participated in the launch of National Trades and Technology week held at the Museum of Civilization. This annual event was well attended by approximately 300 Grade 7 and 8 students who participated in a number of hands-on demonstrations and visited various information booths. Cody Malloch, our Algonquin World Skills competitor, was at the event showing his work and speaking to the attendees.

Academic Upgrading faculty and staff attended the "Friends of Literacy Luncheon" hosted by the Ottawa Community Coalition for Literacy at the Restaurant International in October.

On November 22, 2012, Russell Mills, Dean, Faculty of Arts, Media and Design was among the first

inductees into the Order of Ottawa at a ceremony at City Hall.

Paul Dewar, the NDP Member of Parliament for Ottawa Centre, addressed the General Arts and Science students enrolled in the Introduction to Political Studies and the Evolution of Western Civilization courses on November 16, 2012. Students from the Police Foundations program who are studying political science and public administration were also invited. The topic of Mr. Dewar's address was "Globalization and the 21st Century Student."

Culinary, Baking, and Hotel and Restaurant Management students assisted the CCFCC (Canada's national association for chefs and cooks) with their booth at the Ottawa Wine and Food Show held at the Ottawa Convention Centre on November 9-11, 2012, as well as with the two VIP receptions on the Friday and Saturday.

Event Management students volunteered, as part of their field placement requirements, to support the CanHave Gala at the Centurion Conference and Event Centre on October 26, 2012.

Students of the Bachelor of Hospitality and Tourism Management program hosted an awareness dinner and silent auction. This event was part of a major project within the Food and Beverage Operations course. Proceeds from the silent auction went towards the Royal Ottawa Foundation for Mental Health and the Do It for Daron (D.I.F.D.) fund. D.I.F.D. is a youth-driven initiative focused on raising awareness about youth mental health.

Culinary students in the School of Hospitality and Tourism and Photography students from the School of Arts and Media Design are working together to design posters of food photography to showcase in the School of Hospitality and Tourism. In a second example, Television Broadcasting students attended a culinary class to do a new article for the station.

Donations

The Lapointe Automotive Group announced a $100K donation to the Algonquin College in the Ottawa Valley's new campus automotive shop.

Butler GM donated a new car to Algonquin College in the Ottawa Valley to be used by faculty and staff for travel. The vehicle is being leased to the College at no cost for three years and all maintenance is being provided free of charge.

Jamie Bramburger, Manager, Community and Student Affairs, Algonquin College in the Ottawa Valley hosted a fashion show fundraiser for the campus on November 14, 2012 at Sunset Nursery. All proceeds, over $1000, were donated to the Campus' capital campaign.

Empty beverage bottles are being returned by the School of Hospitality and Tourism with the credit going to Harvest House and a tax receipt going to the College.

A Memorandum of Understanding between Algonquin College and Magor Communications was signed and includes the donation of Magor's telecollaboration software and guidelines to develop applied research, international and other projects.

Area 7 ADVANCEMENT

SALES AND STUDENT RECRUITMENT

Presentations (High School, University, Employment Centres) **and Events**

- Thirty day period ending October 31, 2012 – 209 campaigns
- Thirty day period ending October 31, 2011 – 195 campaigns

Recruitment Generated Leads Collected

- Thirty day period ending October 31, 2012 – 4,752 leads
- Thirty day period ending October 31, 2011 – 2,189 leads

Significant Accomplishments:
Open House and College Information Program (CIP)
Open House held on Thursday, November 1st from 9:00 a.m. to 1:00 p.m. and 5:00 to 7:00 p.m. The daytime portion was targeted towards high school students. Attendance was estimated at approximately 2,500 students, parents and teachers. The evening session was targeted at the adult population with an estimated attendance of 400.

A trade-show style presentation of all Algonquin programs and services was set up in 4 locations: the gym, the atrium of the ACCE, Salon A of the Marketplace Food Court, and the foyer of the Student Commons. Also included were displays by Continuing and Online Learning and our Perth and Pembroke Campuses. Forty-four Algonquin programs provided 59 program-specific activities such class visits, presentations and lab tours to welcome the prospective students throughout the event. This is a 76% increase in program participation from last year. CIP was also part of the College's Open House and displays from 19 Ontario Colleges were set up in the room T102 of the Advanced Technology Centre.

A total of 55 school buses arrived at Algonquin with 1901 students aboard from the following school boards:

- 11 - Ottawa Carleton District School Board
- 12 - Ottawa Catholic School Board
- 18 - Upper Canada District School Board
- 9 - Catholic District School Board of Eastern Ontario
- 4 - West Quebec School Board
- 1 - Conseil Scolaire Francais d'Ottawa

Faculty Level Marketing Officer | School Of Business
Sales and Student Recruitment is piloting a new reporting structure with the Faculty Level Marketing Officer reporting to the Director of Sales and Student Recruitment and is dedicated to the School of Business. Results to-date include:

- Increased School of Business participation in the Fall Open house,
- Revised SOB website content and messaging,
- Launched a SOB blog.

<u>EVENTS</u>
President's Coffee Break Series
Faculty and staff chatted informally with President MacDonald at his first coffee break held at the Woodroffe Campus on Wednesday, October 31st – Halloween! More than 175 college staff enjoyed the 'spook-tacular' event with the majority dawning costumes ranging from witches, to doctors, to mascots!

Announcement by Minister Bob Chiarelli
The College was the venue for an announcement by Minister Bob Chiarelli on Thursday, November 1st at 10:00 a.m. in the ACCE. Minister Chiarelli announced Ontario's support of Ottawa's Southwest Transitway Extension project to reduce gridlock and cut commute times. The project will extend the Transitway from Baseline Road toward Tallwood Drive, through the new Baseline transit tunnel. This investment brings Ottawa one step closer to completing the full Southwest Transitway Extension from Baseline Road to Norice Street. Mayor Jim Watson, and Councillor Keith Egli and Rick Chiarelli were also on hand for the event.

Convocation
Worked in partnership with the Registrar's Office in the preparation and execution of the Fall Convocation ceremonies held November 7th at the National Arts Centre (NAC). Roger Greenberg, CEO of The Minto Group, was our honorary diploma recipient and guest speaker at the afternoon ceremony.

Remembrance Day
The College hosted its annual Remembrance Day ceremonies on Friday, November 9th in the Marketplace Food Court. SA President David Corson presided over the event which included laying four wreaths on behalf of 1) Faculty and Staff 2) Friends and Family 3) Students, and 4) Aboriginal soldiers. Guest veterans included WWII veteran William Lloyd, and 34-year navy veteran Leonard Lemoine who is also a student in our School of Hospitality and Tourism. Once again this year, the ceremony was enhanced with the Canadian Forces GIS students, joined by the Firefighter, Paramedic and Police Foundation students, standing on guard for the ceremonial procession. The National Anthem was sung in both official languages by Canadian Forces student Sapper James Stewart.

New Staff Breakfast
On October 23, twelve new employees were invited to join President MacDonald for a breakfast in the Staff Dining Lounge to discuss their experiences as our newest staff members and to share any suggestions they may have to enhance the programs and services we provide to the College community.

MARKETING

Marketing Generated Leads Collected
YTD – compared to the same period Y/Y:
2013 - 6,448
2012 - 4,738

October
2013 - 1,236
2012 - 887

Marketing Campaigns
Open House:
- New campaign (which included: radio ads, emailers, Cineplex ads, digital ads and campaign banners and landing page on our website) has generated close to 2,000 website visits and 1,527 pre-registrations. While the number of pre-registreations is slightly lower than last year, the percentage of pre-registrations based on total website traffic generated to the Open House site went from 37% last year to 78% this year.

CCOL Winter Campaign:
- Launched winter CCOL campaign. Programs will be promoted via the Weather Network, Shaw Media and Sympatico websites, Cineplex ads, Facebook, LinkedIn, Metro online and Google Search.

Recruitment Campaign:
- Recruitment campaign is in progress which includes: cineplex advertising, exterior bus advertising (Ottawa), bus shelter posters (Ottawa and Kingston), digital billboards (Ottawa and Kingston) and digital mall posters (2 shopping centres in Ottawa).

INTERNAL AND EXTERNAL COMMUNICATIONS

Social Media
The new Social Media Community Officer is currently reviewing social media accounts associated with the College to identify each account's administrators and their level of social media proficiency. Next steps include the development of account management guidelines, staff training sessions in December to review basic social media best practices, and the development of channel-specific strategies to increase social media engagement.

Algonquin College continues to be the most influential Canadian college on social media with a Klout score of 65. The next closest college is Lambton, with a score of 60. Algonquin College is tied for eighth place among all Canadian postsecondary institutions. Klout score is calculated based on output, number of followers, and number of interactions received over social media. It is ranked from 1-100.

More than 500 tweets were sent from the @AlgonquinColleg account in the past month. That account has also attracted more than 400 new followers, bringing the new total to approximately 9,050 followers. The Algonquin College Facebook page has grown to 2,170 Likes.

Between the College's main Twitter and Facebook accounts, there have been more than 4,200 interactions (Twitter mentions, Retweets and Facebook stories) by 1,600 unique users in the past month.

Media Relations
The Public Relations and Communications sent 19 press releases and media advisories in the month of October.

Media Coverage Highlights
October 1 – CBC Ottawa Television reported on a story about a boom in trades applications at the College. This video report replayed on October 2.

October 2 – The Voice, a quarterly magazine by the Ottawa Chamber of Commerce, wrote a story about the need to hire the internationally educated and interviewed Coordinator Norman Lomow and Co-op Consultant Matt Wheatley.

October 2 – The Algonquin Times, Metro Ottawa, and the Nepean/Barrhaven EMC wrote a story about the launch of Algonquin College's Mental Health Awareness Week.

October 2-4 – CTV Ottawa, 580 CFRA, and The Nepean/Barrhaven EMC reported on the change to OC Transpo's student bus passes and the Students' Association's campaign against the change.

October 4 – The Arnprior EMC wrote a story about student John Leslie, who will be competing at the 2014 Paralympic Games.

October 4 – The Nepean/Barrhaven EMC wrote a story about two students and Coordinator Mike Nauth's upcoming trip to Nicaragua, where they will be assisting Habitat for Humanity.

October 4-11 – 580 CFRA and the Nepean/Barrhaven EMC wrote stories about the Colleges Ontario announcement regarding three-year college degrees and Algonquin College's perspective.

October 5 and 25 - 580 CFRA and the Almonte/Carleton Place EMC featured stories on Early Learning Centre Manager Lisa Lamarre-O'Gorman receiving 2012 Prime Minister's Awards for Teaching Excellence and Excellence in Early Childhood Education.

October 10 – CTV Ottawa Morning Live interviewed Professor Chris Wojcik about developmental impacts on kids growing up in a competitive environment.

October 11 – Chill Magazine, a magazine available at The Beer Store, named Algonquin College the top Ontario-based trade school.

October 11 – Award Magazine published their article on the Robert C. Gillett Student Commons Building.

October 11, 17 and 20 – Award Magazine, 1310 News, The Algonquin Times, CKDJ 107.9, The

Nepean/Barrhaven EMC, On-Site Magazine, and The Ottawa Citizen featured stories on Robert C. Gillett Student Commons Building and its official opening.

October 11 – EMC News wrote a story about an upcoming scotch tasting event featuring Algonquin College Professor Geoff Skeggs of the Sommelier program.

October 12 - 13 – 1310 News, 580 CFRA, Algonquin College Television Broadcasting students, The Algonquin Times, Talk Radio (Rogers TV), CBC Radio One, CBC Television Ottawa, CKDJ 107.9, The Nepean/Barrhaven EMC, and The Ottawa Sun wrote stories regarding "24 Hours of Homelessness".

October 15, 17 and 23 – Royal Roads University, the Vitoria Times Colonist and 580 CFRA featured wrote features stories on Jim Kyte, Chair of Marketing & Management Studies, receiving the Governor General's Gold Medal.

October 17 – The Toronto Star, the Toronto Sun, the Ottawa Citizen, 580 CFRA, 1310 News, CTV Ottawa, CBC Ottawa, the Algonquin Times, and CKDJ 107.9 wrote stories regarding a cyber-security press conference held by Federal Public Safety Minister Vic Toews in T Building.

October 18 – The Ottawa Citizen wrote a story about the Housing Design Awards. Graduate Roy Nandram received Renovator of the Year.

October 20 – The Ottawa Citizen wrote a story regarding the opening of the Robert C. Gillett Student Commons and Mr. Gillett's retirement.

October 23 – The Wall Street Journal's website and Yahoo! Finance reprinted the press release related to the $1 million goal announcement by the Event Management Program. The release was distributed by CWF over Canada Newswire.

October 24 – The Pembroke Daily Observer featured a story presenting President Kent MacDonald to the Pembroke community for the first time since becoming College President.

October 24 - The Pembroke Daily Observer wrote a story about KI Pembroke donating $25,000 to the new Pembroke Waterfront Campus.

October 25 – The Nepean/Barrhaven EMC wrote a story about the Greater Nepean Chamber of Commerce awards won by the College.

October 26 – The Ottawa Sun wrote a story about the need for French in schools, and interviewed Silvia Garcia from the Language Institute.

October 27 – The Ottawa Citizen interviewed Nadine McInnis, Professor at Algonquin College, about her new book "Blood Secrets".

October 27 – The Ottawa Citizen, Fan 590 Radio Toronto, Hamilton Scores (a Hamilton sports website), the Algonquin Times, and CKDJ 107.9 reported on Kelly Avalos being named the OCAA Female Soccer player of the year.

October 30 – The Pembroke Daily Observer wrote a story about the opening of the new Pembroke Waterfront campus.

October 31 – The Epoch Times wrote a story about the Corporate & Community Social Responsibility Conference.

APPENDIX 1
Area 3: Student Services

REGISTRAR'S OFFICE

Registration Statistics
Full-time Registration in Post-Secondary/Post-Diploma Programs

	2011F	2012F																		Part-Time		Co-Op	
Faculty/School	Audited	Approved/Projected			Total Registered Cumulative	College Withdrawal			Rtning Not Paid	Net Registered			Audit Eligible	International			Contract	Net Registered (Total) as % of Projected	Audit as % of Audited	11F	12F	11F	12F
		A01	Rtning	Total		A01	Rtning	Total		A01	Rtning	Total		A01	Rtning	Total							
SCHOOL OF BUSINESS	2,870	1,508	1,735	3,243	3,363	114	43	157	215	1,465	1,741	3,206	2,893	109	153	262	0	98.9%	100.8%	214	201	31	30
SCHOOL OF HOSPITALITY & TOURISM	903	724	399	1,123	1,176	57	12	69	45	730	377	1,107	976	55	69	124	0	98.6%	108.1%	67	65	0	0
FACULTY OF ARTS & MEDIA DESIGN	3,285	2,300	1,131	3,431	3,736	134	17	151	100	2,451	1,134	3,585	3,489	49	36	85	0	104.5%	106.2%	156	164	0	0
FACULTY OF TECHNOLOGY & TRADES	2,769	1,707	1,555	3,262	3,553	154	50	204	93	1,773	1,576	3,349	3,020	107	141	248	0	102.7%	109.1%	255	326	55	59
FACULTY OF HLTH, PUBLIC SAFETY/COMM STUDIES	3,101	1,775	1,532	3,307	3,552	132	33	165	103	1,894	1,493	3,387	3,281	26	25	51	0	102.4%	105.8%	164	164	0	0
INTERNATIONAL & CORPORATE BUS DEV	33	33	0	33	37	5	0	5	0	32	0	32	29	3	0	3	0	97.0%	87.9%	2	0	0	0
CENTRE FOR CONTINUING & ONLINE LEARNING	166	132	87	219	375	0	0	0	15	255	120	375	352	1	0	1	0	171.2%	212.0%	9	39	0	0
ALGONQUIN COLLEGE HERITAGE INSTITUTE	220	203	58	261	266	12	2	14	10	195	57	252	222	0	0	0	0	96.6%	100.9%	3	5	0	0
ALGONQUIN COLLEGE IN THE OTTAWA VALLEY	623	494	215	709	700	27	2	29	17	469	202	671	645	2	3	5	0	94.6%	103.5%	23	29	0	0
COLLEGE TOTAL	**13,970**	**8,876**	**6,712**	**15,588**	**16,758**	**635**	**159**	**794**	**598**	**9,264**	**6,700**	**15,964**	**14,907**	**352**	**427**	**779**	**0**	**102.4%**	**106.7%**	**893**	**993**	**86**	**89**
FOR COMPARISON ONLY																							
College Total at Nov 1, 2011 06:10 PM	**13,518**	**8,926**	**6,508**	**15,434**	**15,700**	**502**	**137**	**639**	**530**	**8,674**	**6,387**	**15,061**	**14,012**	**341**	**497**	**838**	**0**	**97.6%**	**103.7%**	**845**	**893**	**111**	**86**

NOTES:
(1) Calculated days are calendar days including weekends