

**President's Council
Tuesday, August 28, 2012
Rosser Boardroom
2:00 p.m.**

PRESENT: K. MacDonald (Chair), G. Barker, C. Brulé, D. McNair, L. Stanbra, D. Wotherspoon,
W. McMonagle (Recorder)

GUESTS: C. Dempsey, G. MacDougall, D. McCutcheon, L. Rees, M. Sparling

	KEY POINTS/ACTION REQUIRED	Follow-Up Responsibility/ Due Date
<p>1.</p>	<p><u>2013-14 Revised Budget Process</u> C. Dempsey and D. McNair presented a proposal to recommend changes to the budget process and schedule for 2013-14. Support was given for the proposed changes, and D. McNair was asked to bring this information to Friday's CLC meeting. This item will return to PC next week for a further discussion on the membership of the group.</p>	<p>D. McNair September 5</p>
<p>2.</p>	<p><u>Strategic Mandate Agreement Update</u> C. Brulé and D. Wotherspoon distributed a draft document which included a framework to complete the SMA submission, revised timelines and plans for the consultation process for review by members of the President's Council. Following questions for clarification, the President requested that the next version include as many details as possible to ensure a more thorough review at next week's PC meeting.</p>	<p>C. Brulé/ D. Wotherspoon Sept. 5</p>
<p>3.</p>	<p><u>Approval of Agenda</u> The following items were added to the agenda:</p> <ul style="list-style-type: none"> - Board of Governors Retreat - Ernest C. Manning Awards - Robert C. Gillett Tribute Event - Upgrade to Rosser Boardroom - Using aliases for email <p>The President advised members that in an effort to streamline the process for the PC agenda, it is his intention to include information items as a grouped agenda item. Members were encouraged to review these items prior to the meeting and if they require further discussion on any particular information item, a request to table it as part of the meeting may be made.</p>	

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4.	<p><u>Approval of Previous Minutes</u> The minutes of August 22, 2012 were approved as amended.</p>	
5.	<p><u>Business Arising</u> Communication Plan for the Elimination of Credit Card Payments: C. Brulé advised that N. Makila will be the contact for the Academic area for inquiries from Advancement to further this process. For the remaining areas, members were asked to provide the name of their contacts directly to D. Wotherspoon.</p>	PC Members
6.	<p><u>Staffing Requests</u> The following positions were approved for posting:</p> <ul style="list-style-type: none"> • Clerk, Career and Academic Access Centre (I/O Position) • CSD Test Room Proctor (PT position) 	
7.	<p><u>Committee Representatives & Executive Sponsors</u> Members were asked to review the proposed revised structure for standing committees in preparation for a discussion at next week's meeting.</p>	Sept. 5
8.	<p><u>President's Star Award Nomination</u> The nomination was approved as presented. The Advancement Office will coordinate the timing for the presentation.</p>	Advancement Office
9.	<p><u>Information Items</u> The items were received.</p>	
10.	<p><u>Orientation Sessions</u> The President encouraged members to attend the Orientation Sessions being held this week if at all possible as they are a great opportunity to meet with students and their parents.</p>	
11.	<p><u>Ernest C. Manning Innovation Awards Banquet</u> The President asked for a representative to attend this event on his behalf as a guest of Nobina Robinson of Polytechnics Canada. The banquet is being held on October 17th at the Ottawa Convention Centre. C. Brulé agreed to investigate and will provide the name of the attendee to the President's Office as soon as possible. Nobina Robinson will be advised by the President's Office that the College will be sending the name of our representative to attend the event with her.</p>	C. Brulé W. McMonagle

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12.	<p><u>Robert C. Gillett Tribute Event</u> The President provided an overview of the event and stated that the organizing committee has done a wonderful job in preparing for this tribute to former President, Bob Gillett.</p>	
13.	<p><u>Rosser Boardroom Upgrade</u> D. McNair provided an update on the minor changes that are being proposed for the Rosser Boardroom. These changes have been requested by the Board of Governors. Members were asked for feedback on the plans and to express any concerns that they may have. Following questions for clarification, the proposed changes received support from PC members. The President asked for D. McNair to follow up on the Magor project and consider if the Rosser Room could be used as one of the five pilot sites for the Magor technology. It was suggested that Rosser reception area and the carpeting in the elevators of C building should also be included in the improvements. D. Wotherspoon was asked to look at ways to refresh the visual elements of the 5th floor.</p>	<p>D. McNair D. Wotherspoon</p>
14.	<p><u>Use of Email Aliases</u> D. Wotherspoon was asked to investigate with M. Sparling whether or not the use of email aliases for business cards will cause any difficulty and report back.</p>	D. Wotherspoon

The meeting adjourned at 4:00 p.m.