

**President's Council  
Wednesday, September 26, 2012  
T106  
9:00 a.m.**

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

**GUESTS:** C. Bonang, P. Eng, B. Gareau, G. MacDougall, K. Moore, R. Moreau, D. Ouderkirk, C. Powers, L. Rees, M. Sparling

	<b>KEY POINTS/ACTION REQUIRED</b>	<b>Follow-Up Responsibility/ Due Date</b>
1.	<p><b><u>Emergency Management Training</u></b>            The President opened the session by expressing his appreciation for the work done in support of this important initiative to support the safety and well being of the College's students and staff. C. Bonang introduced the training team and advised that the purpose of today's session was to prepare the members of President's Council on "what to do when" in the event of an emergency as preparation for the tabletop exercise which is scheduled for October 24<sup>th</sup> and the live exercise to be held later in the year. R. Moreau led members through the College's Emergency Management Framework (EMF) and answered questions for clarification. In preparation for the tabletop exercise, the following was agreed to:</p> <ul style="list-style-type: none"> <li>• The tabletop exercise will begin a half an hour earlier to allow for training to be completed and a refresher provided before the actual exercise gets underway.</li> <li>• D. McNair will ensure that the work being done by S. Fraser on Business Continuity is aligned with the EMF.</li> <li>• C. Bonang will provide the President's Office with the membership of the EOC for verification by PC Members.</li> <li>• Further consideration needs to be given on how to include the outlying campuses and the Residence in the EMF.</li> </ul>	<p>D. McNair C. Bonang C. Bonang</p>
2.	<p><b><u>CAAT Pension Plan Briefing</u></b>            C. Powers distributed information concerning the amendments to annualization and member equity for the CAAT Pension Plan which will be in place effective January 1, 2013. An overview of pending legislative changes and implications for the CAAT Pension Plan was also distributed. Communication to staff on this subject is ongoing and will continue as warranted through myAlgonquin and email.</p>	
3.	<p><b><u>Comprehensive Enrolment Report</u></b>            K. Moore and D. Ouderkirk presented the Comprehensive Enrolment Report as of Day 10, September 17, 2012 which captured both funded and non-funded</p>	

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	activity. Questions were asked for clarification and the President requested that approved projections and variances for pending items be reflected in a different manner for future reports to assist with the interpretation of results. A summary audit count report will be provided to President's Council in November.	D. Ouderkirk/ K. Moore November 7 <sup>th</sup>
4.	<b><u>2013-14 Compulsory Ancillary Fees</u></b> K. Moore provided background information concerning the Ministry's binding policy on compulsory ancillary fees and the subsequent protocol agreement established between the College and the Students' Association and options for going forward. It was agreed that this item will be given further consideration at the PC and CLC Retreats and return to President's Council for further discussion with K. Moore.	November 7 <sup>th</sup>
5.	<b><u>Revised CTC Mandate</u></b> The revised CTC mandate and membership were approved as amended.	
6.	<b><u>SMA Update &amp; Review of Consultation Sessions</u></b> The President provided an overview of the discussions held at the recent Committee of Presidents Retreat concerning the SMA submissions. C. Brulé outlined the work done to date on the College's submission and advised that two consultation sessions with the community have been scheduled for Thursday. D. Wotherspoon spoke to the outstanding items that are being worked on to complete the document by Friday for submission to Colleges Ontario. Revisions provided by G. MacDougall, L. Rees and M. Sparling were discussed and it was agreed that C. Brulé and D. Wotherspoon will coordinate the group to meet in order to finalize the submission.	C. Brulé/ D. Wotherspoon
7.	<b><u>Approval of Agenda</u></b> The following items were added to the agenda: <ul style="list-style-type: none"> <li>• Q3 Priorities</li> <li>• October 2<sup>nd</sup> Mental Health Initiative Launch</li> </ul>	
8.	<b><u>Approval of Previous Minutes</u></b> The minutes of September 19, 2012 were approved as presented.	
9.	<b><u>Business Arising</u></b> <b><u>Manufacturing Engineering Technician Program Proposal</u></b> C. Brulé outlined the changes made to the program proposal which was approved for presentation at the October 9 <sup>th</sup> Board of Governors meeting.  <b><u>Mental Health Innovation Fund Call for Proposals</u></b> L. Stanbra advised that she is working with S. Styles and D. Corson to meet the timelines for this proposal and following discussion, it was agreed that:	

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	<ul style="list-style-type: none"> <li>• G. Barker will provide the name of the Human Resources representative for this initiative to L. Stanbra.</li> <li>• C. Brulé will brief J. Ranieri and ask him to contact L. Stanbra to review the proposal.</li> <li>• L. Stanbra will meet with D. McNair to review the financial aspects of the proposal before meeting with the President to review and obtain approval for the final submission.</li> </ul>	<p>G. Barker</p> <p>C. Brulé</p> <p>L. Stanbra</p>
<p><b>10.</b></p>	<p><b><u>Staffing Requests</u></b>  The following positions were approved for posting:</p> <ul style="list-style-type: none"> <li>• Food Service Worker</li> <li>• Library Technician</li> <li>• Departmental Secretary, Registrar's Office</li> <li>• Clerk, Center for Continuing and Online Learning</li> </ul>	
<p><b>11.</b></p>	<p><b><u>COP Annual Planning Retreat Debrief</u></b>  The President briefed members on the discussions held at the Committee of Presidents Annual Planning Retreat. Reference material from the event will be provided as information items for next week's PC meeting.</p>	
<p><b>12.</b></p>	<p><b><u>Robert C. Gillett Leadership Scholarship</u></b>  It was agreed that L. Stanbra and C. Brulé will meet to discuss the format of the scholarship and report back to President's Council.</p>	<p>L. Stanbra</p> <p>C. Brulé</p>
<p><b>13.</b></p>	<p><b><u>Raising the Roof Corporate Gala</u></b>  Support was given for individual tickets to be purchased by those who are interested in attending the event.</p>	
<p><b>14.</b></p>	<p><b><u>Information Items</u></b>  <u>October Walrus: "Uses and Abuses of University Education"</u>  The report was received.</p>	
<p><b>15.</b></p>	<p><b><u>October 2<sup>nd</sup> Mental Health Initiatives Launch</u></b>  L. Stanbra advised that the Mental Health Initiatives Launch has been confirmed for October 2<sup>nd</sup> and provided an overview of the events for the day. It was agreed that an invitation to the event from L. Stanbra should be sent to the College Community by the Advancement Office via myAlgonquin and email. Speaking notes will be provided to the President by L. Stanbra for his welcoming comments.</p>	<p>Advancement</p> <p>L. Stanbra</p>
<p><b>16.</b></p>	<p><b><u>Q3 Priorities</u></b>  This item will be discussed at the PC Retreat.</p>	

The meeting adjourned at 1:55 p.m.