

**President's Council
Wednesday, October 10, 2012
Rosser Boardroom (C539)
9:00 a.m.**

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

REGRETS: G. Barker

GUESTS: J. Aubut, A. Cobus, K. Coffey, K. Davies, J. Degan, C. Dempsey, B. Foulds, P. Larock, R. Mills, D. Ouderkirk, P. Rouble, M. Sparling, J. Tattersall

	KEY POINTS/ACTION REQUIRED	Follow-Up Responsibility/ Due Date
1.	<p><u>Program Proposal: Diagnostic Medical Ultrasonography, OCGC</u> J. Degan and B. Foulds provided an overview of this graduate certificate program that prepares graduates for a career in the field of Diagnostic Medical Ultrasonography. Questions were asked for clarification concerning total hours, potential applicants, equipment requirements, tuition costs and space. The proposal was approved for presentation to the Board of Governors.</p>	Vice President, Academic
2.	<p><u>Program Proposal: Illustration and Concept Art (NSDP), OCD</u> R. Mills and P. Larock provided an overview of this two year non-semestered diploma program that prepares graduates for entry into the traditional field of illustration and the emerging field of concept art. A revised cash flow analysis was distributed. This proposal was developed following a SPSP recommendation to phase out the Professional Illustration program as well as to help build Ottawa's growing film industry. It was recommended that samples of concept art should be shared for information at the presentation for the Board of Governors. Questions were asked for clarification concerning eligibility requirements, laddering, pathway components, experiential learning opportunities and exemptions for courses previously completed to ensure there is no overlap. The President asked for C. Brulé and R. Mills to meet to further explore options in this area for clustering programs and expertise. The proposal was approved as amended for presentation to the Board of Governors.</p>	Vice President, Academic
3.	<p><u>Alternate Format Policy – AODA</u> K. Coffey requested feedback from members on a draft policy to cover the obligations for the College to be compliant with AODA regulations to provide information in alternate formats to individuals with disabilities upon request. A discussion was held concerning timing for AODA compliancy and mandatory requirements. It was suggested that the Publishing Centre could be involved</p>	

**President's Council
Wednesday, October 10, 2012
Rosser Boardroom (C539)
9:00 a.m.**

	KEY POINTS/ACTION REQUIRED	Follow-Up Responsibility/ Due Date
	to assist with requests for alternate formats, and use this opportunity to generate revenue by serving similar needs of other local post-secondary institutions. More consideration needs to be given to communicating with staff on the AODA requirements. The requirements and policy will be further discussed at the CLC Retreat to determine what needs to be done to be compliant with the limited resources that are available. Copies of all materials will be shared and K. Coffey will be available to meet with PC members and their areas prior to the discussion at the CLC Retreat. D. Wotherspoon will also share an article on compliancy rules with members of PC for information.	D. Wotherspoon
4.	<u>2012/13 Pro-Forma</u> C. Dempsey presented an updated Pro-Forma which included the first version of the Pro-Forma budget for Ancillary Services, Contract Activity and International Education. A discussion was held to plan for future versions of the Pro-Forma. Members were asked to share their thoughts on budget planning with their area representative on the Strategic Resource Allocation Group for their first meeting at the end of the week. The target of completing a balanced budget by the end of November and opening BUS in December is on track.	
5.	<u>SIS/ERP</u> M. Sparling was present to seek guidance from President's Council on the direction, deliverables, and management priorities as input for the ERP strategy project as well as to provide a status update on present projects that influence and impact options for this project and to consider the strategic role of application software in pursuit of College goals. Questions were asked for clarification and it was agreed that direction is needed to provide better efficiencies and more coherence in our systems. As the status quo is no longer tenable, decisions need to be made for moving forward. The President stated that he would like all of our systems to align with our corporate profile and strategic plan allowing for all college systems to serve all students. This may also be a good opportunity to change our processes, as necessary, to accomplish these objectives. A project charter will be written by M. Sparling for consideration by President's Council on November 7.	D. McNair M. Sparling November 7
6.	<u>CLC Retreat Planning Session</u> A. Cobus joined the meeting for the October 25/26 CLC Retreat planning session.	

**President's Council
Wednesday, October 10, 2012
Rosser Boardroom (C539)
9:00 a.m.**

	KEY POINTS/ACTION REQUIRED	Follow-Up Responsibility/ Due Date
7.	<p><u>Approval of Agenda</u> The following item was added to the agenda:</p> <ul style="list-style-type: none"> • Official Opening Ceremony for the Student Commons 	
8.	<p><u>Approval of Previous Minutes</u> The minutes of October 3, 2012 were approved as amended.</p>	
9.	<p><u>Business Arising</u> None.</p>	
10.	<p><u>Staffing Requests</u> The following positions were approved for posting:</p> <ul style="list-style-type: none"> • Skilled Trades Worker – HVAC, Physical Resources • Receptionist, Appendix D, Career & Academic Access Centre 	
11.	<p><u>Official Opening Ceremony for the Student Commons</u> D. Wotherspoon distributed a draft agenda and provided an overview of the plans for the ceremony. It was agreed that B. Farber should be added to the list of speakers, following D. Corson, as a representative from the Board of Governors. A finalized agenda will be provided to PC members.</p>	D. Wotherspoon

The meeting adjourned at 3:35 p.m.