

**President's Council
Wednesday, November 7, 2012
Rosser Boardroom (C539)
8:30 a.m.**

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

REGRETS: G. Barker

GUESTS: A. Cobus, J. Daly-Cyr, D. Ouderkirk

	KEY POINTS/ACTION REQUIRED	Follow-Up Responsibility/ Due Date
1.	<p><u>Winter to Fall Retention Report</u> D. Ouderkirk provided an overview of the preliminary retention results for the Winter to Fall semester by School for 2012 which overall are good for most areas. A sample of a more detailed report was also provided which is available to President's Council members from D. Ouderkirk upon request. D. Wotherspoon and C. Brulé will meet to determine the best method to communicate these results within the Academic area.</p>	D. Wotherspoon C. Brulé
2.	<p><u>Comprehensive Enrolment Summary Audit Count Date</u> D. Ouderkirk presented the comprehensive enrolment report as of the November 1 Audit Date which captures all enrolment activity for both funded and non-funded activities recorded on the College's registration system. The President stated that the results are encouraging and recognized the retention efforts of the various areas. C. Brulé was asked to coordinate a date for an upcoming President's Council meeting for E. Mulvey to provide more insight on the opportunities being pursued by the International Education Centre. As well, over the next 18 months, the President would like for each member of the President's Council to have an opportunity to join the staff of the IEC on a trip abroad. A discussion followed on the new budget cycle and enrolment and retention strategies.</p>	C. Brulé
3.	<p><u>Draft SPSP Final Report for December 10th Board of Governors Meeting</u> J. Daly-Cyr presented a draft report for feedback in preparation for the presentation at the December 10th Board of Governors meeting. The report reflects feedback from members of President's Council and the Human Resources Business Process Review Group. Pan College analyses which are included in the report were derived from the SPSP review and input from stakeholders. Following a review of the draft report, the following was agreed to:</p> <ul style="list-style-type: none"> • J. Daly-Cyr will provide key points for the President to include in his introductory message for the report. 	J. Daly-Cyr

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	<ul style="list-style-type: none"> • More emphasis should be included on the service strategies identified and as well, the measures need to be strengthened for outcomes. • A regular reporting cycle on progress for the SPSP strategies needs to be determined. • J. Daly-Cyr will return to President's Council on November 21st with a revised version of the presentation including possible costing and financial impacts. • Members were asked to provide feedback to J. Daly-Cyr on the proposed College Operational Committee structure for a discussion at a later date. 	<p>J. Daly-Cyr November 21st</p> <p>PC Members</p>
<p>4.</p>	<p><u>CLC Retreat Debrief</u></p> <p>A. Cobus joined the meeting and distributed the following documents for review:</p> <ul style="list-style-type: none"> • Results of the CLC Retreat Survey • Summary of Priorities Identified and Open Space Summaries from the 2012 Board of Governors, President's Council and College Leadership Council Retreats • 2013/14 Business Plan Working Framework • Strategic Plan 2012-17 Measures Chart <p>The Vice Presidents will cascade their section of the Measures Chart to their teams to ensure that all elements that need to be prioritized have been identified and provide the President's Office with a completed version for review at the November 21st President's Council meeting.</p> <p>Members reviewed the material provided and it was agreed that the revised Measures Chart and background material will be provided to CLC members today in preparation for the discussion at tomorrow's CLC meeting. D. Wotherspoon will provide an overview of the process to be followed for completion of the Measures Chart.</p>	<p>Vice Presidents November 19th</p>
<p>5.</p>	<p><u>Approval of Agenda</u></p> <p>The following items were added to the agenda:</p> <ul style="list-style-type: none"> • Official Opening Ceremony of the new Pembroke Campus 	
<p>6.</p>	<p><u>Approval of Previous Minutes</u></p> <p>The minutes of October 31, 2012 were approved as presented.</p>	
<p>7.</p>	<p><u>Business Arising</u></p> <p>None.</p>	

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8.	<p><u>Staffing Requests</u> The following positions were approved for posting:</p> <ul style="list-style-type: none"> • Administrative Assistant, Marketing Dept. • Administrative Assistant, Academic Development/Operations and Planning • Clerk, Finance Academic, Centre for Continuing & Online Learning (temporary position) • Clerk, Test Centre, Student Support Services 	
9.	<p><u>Update on 2013-14 Compulsory Ancillary Fees</u> L. Stanbra spoke to a chart outlining the timelines and process followed for determining increases to compulsory ancillary fees which was approved as presented. It was agreed that a discussion should be held by President's Council to review a draft fees framework for 2014/15. L. Stanbra will determine the date for this discussion and provide an updated chart for the discussion.</p>	L. Stanbra
10.	<p><u>Information Items</u></p> <p>14.1 <u>HEQCO Processes Memo from H. Weingarten</u> The item was received.</p> <p>14.2 <u>Revised Policy AA27: General Education Courses</u> The revisions were approved as presented. The Vice President, Academic will provide a final revised version to the President's Office for posting on the Policy Website.</p> <p>14.3 <u>Digital Analytics, College Approved Certificate</u> The item was received.</p>	Vice President, Academic
11.	<p><u>Official Opening Ceremony of the new Pembroke Campus</u> D. Wotherspoon invited all President's Council members to attend, if possible, the Official Opening Ceremony of the new Pembroke Campus which will be held on November 29th at 2:30pm It was agreed that the bus taking participants from the Woodroffe Campus should leave at noon rather than 12:30pm. The finalized event agenda will be brought to President's Council by D. Wotherspoon.</p>	D. Wotherspoon

The meeting adjourned at 10:50 a.m.