ALGONQUIN COLLEGE

President's Council
Wednesday, December 12, 2012
Rosser Boardroom (C539)
9:00 a.m.

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

REGRETS: C. Brulé

GUESTS: K. Moore, B. Rothwell, M. Sparling, J. Wilson

	KEY POINTS/ACTION REQUIRED	Follow-Up Responsibility/ Due Date
1.	**SEMC Update** K. Moore spoke to a report on strategic enrolment management activities, practices and opportunities. Questions were asked concerning the marketing efforts for programs and the work of the Student Success Committee. Four operational models for strategic enrolment management were outlined for consideration. An excel spreadsheet developed by the members of SEMC to provide a five year program enrolment pro forma was reviewed The President stated that strategic enrolment management is a high priority for the College and PC needs to further identify the mandate for the leadership of this initiative including operational direction and resources. It was agreed that the members of SEMC will be invited for a 90 minute session with President's Council on January 30th for a discussion concerning mandate, related College areas and a review of the current and future states of strategic enrolment management.	PC/ SEMC Session January 30th 90 minutes
2.	**ERP/SIS Project Charter** M. Sparling distributed addendums to his report which had been prepared to provide an update on the work that has been underway on the ERP/SIS initiatives and to: - confirm the direction set forth in September 2012; - propose a set of actions and strategies to advance the business platforms for core administration business and to set an action plan and socialize an investment strategy; and - provide an update on a significant number of inflight projects that directly impact this initiative. Questions were asked concerning automation projects underway and to ensure that all integration pieces and required linkages are being considered. A discussion was held on the options available for the various platforms required. The following was agreed to:	

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	PeopleSoft/Finance: Funds have been appropriated to stabilize the finance module. Additional funds will be required for implementation of other modules. **HRIS/Payroll**: Funds have been appropriated for an evaluation of using PeopleSoft for HRIS and payroll. Additional one time funding may be required if a decision is made to move forward in this direction. An update on the evaluation will be provided to PC in mid to late January. **SIS:** The system is stabilized at the present time. One time funding is being requested to analyze three options. A review will be completed in 2013-14 to determine the most appropriate SIS option for the College. Completion of the review is expected by Q2 and will include linkages to existing platforms such as LMS and COMMS. **CRM**: A review of SalesForce will be conducted. No funding is required at this time. Future costs and rollout plans will be determined as part of the budget planning exercise in January once the review is complete. **Business Intelligence/Cognos Solution**: No funds are required at this time.	
3.	**Foundation Naming Opportunity** B. Rothwell and J. Wilson presented a new naming recognition opportunity within the School of Media and Design (J Building) - The Animation Lab "Powered by Toon Boom". This is a unique collaboration opportunity that will ensure all of the College's animation graduates are trained in this industry leading animation software. Issues surrounding mandatory purchases and fees need to be discussed further. These fees are exclusive of mobile fees related to this program. Support was given for the naming opportunity as presented with pricing logistics and promotion strategies to be addressed. The President stated that he is pleased to see this type of collaboration coming forward.	
4.	**Approval of Agenda** The following items were added to the agenda: • CEC visit in January • Faculty Evaluation Update • New Policy Process	

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	Upcoming Agenda Items: The following items were added to the planner: • January 9th – Health & Wellness Vision (L. Stanbra) • January 30th – SEMC Session with PC	
5.	**Approval of Previous Minutes** The minutes of December 5, 2012 were approved as amended.	
6.	**Business Arising** None.	
7.	**Staffing Requests** The following position was approved for posting: • Student Services Representative, Welcome Centre	
8.	**Draft Agenda for December 20th CLC Meeting** The agenda was approved as amended. The President's Office will follow up with C. Brulé to confirm one presentation. *Secretary's Note: Following the meeting, a decision was made to postpone the meeting to January 31, 2013.*	
9.	**College Employer Council (CEC) Visit in January** It was agreed that C. Brulé will be responsible to coordinate a visit by CEC with the Deans/Chairs Council in January.	C. Brulé
10.	**Faculty Evaluation Update** G. Barker reported a draft manual has been completed and requested support for providing the document to Chairs and faculty members for feedback. Members agreed to this direction.	G. Barker
11.	**New Policy Process** D. Wotherspoon asked for clarification on the process to be followed for vetting new policies. It was agreed that policies should be presented to the College Leadership Council for review and feedback before being presented to the President's Council.	
12.	**SPSP** D. Wotherspoon will be responsible for a communique to be sent recognizing the efforts and completion of the SPSP initiative.	D. Wotherspoon
13.	**Information Items** Contingency Fund Update The item was received.	
14.	**Review of Business Plan** Members continued their work on the development of the 2013/14 Business Plan.	

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The meeting adjourned at 4:00 p.m.