

**President's Council
Wednesday, February 13, 2013
Rosser Boardroom (C539)
9:00 a.m.**

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

REGRETS: G. Barker, C. Brulé, D. Wotherspoon

GUESTS: S. DiMarco, K. Foster, G. MacDougall, K. Moore

	KEY POINTS/ACTION REQUIRED	Follow-Up Responsibility/ Due Date
1.	<p><u>eTextbook Pilot Project Update</u> K. Foster, G. MacDougall and K. Moore presented the preliminary financial analysis of the potential impacts of the migration from print based textbooks to eTextbooks. It was noted that the analysis provided was on very high level data and will need to be continually refined as the programs for inclusion in this transition are identified. G. MacDougall will be discussing this item with Chair's Council next week. It was agreed that more resources will be required to support this initiative going forward and it will be important to engage faculty and staff to make it successful. The overall goal for this transition is the cost saving benefit for our students. Concerns were raised regarding noting the change in fees for the schedules that are due to be presented to the Board of Governors in April. The President stated that he would like to send a request to meet with ADM N. Naylor at MTCU to discuss ministry support for this initiative. K. Moore was asked to provide details to the President on policies and language to include in the request to the Ministry. G. MacDougall provided an overview of his recent discussions with publishers. Support was provided by President's Council for the direction agreed to and this item will return for further discussion on February 27th.</p>	<p style="text-align: center;">K. Moore</p> <p style="text-align: center;">PC Agenda February 27th</p>
2.	<p><u>Approval of Agenda</u> There were no items added to the agenda.</p> <p><u>Upcoming Agenda Items</u> The following items were added to the agenda planner:</p> <ul style="list-style-type: none"> • Timelines for Performance Contracts and Evaluations within Halogen for 2013-14 – (to complete the year and going forward) G. Barker – February 20 • Business Plan Responsibilities – PC – February 20 • Two Program Proposals – February 20 • eTextbook Update – February 27 • Timelines for 2014-15 Annual Budget and Business Plan (as part of session 	

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	<p>on March 20 with SRATG)</p> <ul style="list-style-type: none"> • Students' Association Priorities Update with D. Corson – April 10 • May 22 Live Emergency Exercise to finish no later than 3pm <p>The following was also agreed to:</p> <ul style="list-style-type: none"> • The timing for next year's Retreats needs to be discussed at a later date by PC to ensure that the flow is inclusive for all areas to participate. • The mandate for the Strategic Resource Allocation Task Group (SRATG) needs to be formalized by PC as well as the membership of CSIC. 	
3.	<p><u>Approval of Previous Minutes</u> The minutes of February 5, 2013 were approved as amended.</p>	
4.	<p><u>Business Arising</u> None.</p>	
5.	<p><u>Staffing Requests</u> President's Council recognized that the 2013-14 Annual Budget and Business Plan were approved at the February 11th Board of Governors meeting. Departments are now authorized to move forward in their planning for any new staffing positions approved within the budget with appointments not to commence prior to April 1, 2013.</p> <p>The following positions were approved for posting:</p> <ul style="list-style-type: none"> • Budget and Curriculum Officer, School of Hospitality & Tourism • Student Engagement Coordinator (to automatically renew if 2013-14 SCWI funding is approved) • Secretary, School of Health & Community Studies (maternity leave replacement) • Coordinator, Emergency Management, Physical Resources • Two Audio Visual Technician I/O Positions, IIRTS 	
6.	<p><u>Tree Removal on Campus</u> An update was provided on proposed plans for tree removal on campus. This item will return for further discussion once plans have been finalized by D. Wotherspoon and C. Brulé.</p>	<p>D. Wotherspoon C. Brulé</p>
7.	<p><u>Robert C. Gillett Leadership Award</u> L. Stanbra spoke to a proposal to establish the Robert C. Gillett Leadership Awards as a Student Cross College Award beginning in 2014-15. Support was received for the proposal as presented.</p>	

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8.	<p><u>February 11th Board of Governors Retreat/Meeting Debrief</u> S. DiMarco joined the members of President's Council for a debriefing of the February 11th Board of Governors Retreat and Meeting. Observations were provided and agenda items for upcoming meetings were discussed.</p>	
9.	<p><u>Information Items</u> <u>President's Star Award Nomination</u> The nomination was approved. The Advancement Office will coordinate the timing for the presentation. <u>KPMG Shared Services Report</u> The item was received.</p>	Advancement

The meeting adjourned at 11:30 a.m.