

PRESIDENT'S COUNCIL
Wednesday, May 29, 2013
Rosser Boardroom
9:00 a.m.

PRESENT: K. MacDonald (Chair), G. Barker, C. Brulé, D. McNair, L. Stanbra, D. Wotherspoon, T. McDougall (Recorder)

REGRETS: B. Foulds, M. Hoddenbagh, J. Millar

GUESTS: J. Aubut, D. Banks, D. Bromley, J. DelDuca, C. Delmage, C. Dempsey, B. Foulds, M. Gawargy, M. Mohring, K. Murphy, J. Ranieri, M. Richards, M. Tosh, J. Trakalo

	KEY POINTS/ACTION REQUIRED	Follow-Up Responsibility/ Due Date
1.	<p><u>Approval of Agenda</u> The following items were added to the agenda:</p> <ol style="list-style-type: none"> 1. ACCC and Polytechnics 2014 Conferences 2. Domestic and International Trademarks <p><u>Upcoming Agenda Items</u> The following agenda items were added to the Agenda Planner:</p> <ol style="list-style-type: none"> 1. CLC Retreat Planning Update (June 05 PC and June 19 PC) 2. PC Meeting placeholder (1st week of July) 3. Succession Planning (July placeholder meeting) 	
2.	<p><u>Approval of Previous Minutes</u> The minutes of May 15, 2013 were amended and approved.</p>	
3.	<p><u>Business Arising</u></p> <ul style="list-style-type: none"> • LIVE EX 2013: a post exercise debrief (C. Bonang will be scheduled for June 12 PC) • D. Wotherspoon has contacted L. MacLeod's office (awaiting response). • 2014 ACCC/Polytechnics conferences – T. McDougall will contact N. Robinson and G. Mulhall regarding the events and will request three to four bullets on skill sets required. 	<p>PC June 12 T. McDougall</p>
4.	<p><u>Staffing Requests</u> The following staffing requests were brought forward for approval:</p> <ol style="list-style-type: none"> 1. Student Services: Administrative and Fundraising Assistant 2. Student Services: Co-Curricular Record Coordinator (I/O extension) 3. Academic: Project Manager, International Partnerships 4. Academic: Support Staff/Product Research and Marketing Coordinator 5. Academic: Training Consultant 6. Academic: Chair, General Arts and Science 	
5.	<p><u>President's Star Award Nomination</u> The nomination was approved as presented.</p>	
6.	<p><u>Information Items</u> The item was received as presented.</p>	
7.	<p><u>President's Star Award Presentation</u></p>	

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	PC members presented The President's Star Award to John Tappin.	
8.	<u>Rosser Gallery Update</u> J. DelDuca, D. Banks and D. Bromley provided PC members with an update on the planning process and progress made to enhance the Rosser Boardroom to also serve as an art gallery showcasing artwork created by employees from all three Algonquin campuses. Discussion followed. K. MacDonald thanked the group for their efforts and contributions in moving this initiative forward. An announcement for myAlgonquin will be drafted and forwarded to D. Wotherspoon for approval.	Advancement
9.	<u>PCI-DSS (Payment Card Industry-Data Security Standard)</u> C. Dempsey and K. Murphy reviewed the PCI-DSS Compliance Policy and asked PC members to approve the changes that were made from feedback received during the April 25, 2013 presentation to the College Leadership Council. PC members approved the policy with minor amendments. A communication and training strategy discussion followed. The policy will come into effect July 01, 2013.	
10.	<u>Corporate Training Initiative (Open Enrolment)</u> J. Ranieri and M. Richards provided a PowerPoint presentation on how to support the professional development needs of College employees by making it possible for them to participate in open enrolment courses offered at the Corporate Training Centre. Discussion ensued. PC members supported the recommendation to leverage the Corporate Training Centre as a professional development source to Algonquin employees. This item will be profiled at the President's barbeque in August.	Advancement
11.	<u>Museum & Cultural Resource Management (OCGC) Presentation</u> J. Aubut, D. Ouderkirk and J. Trakalo presented the Museum and Cultural Resource Management Ontario College Graduate Certificate program to PC members for approval. J. Trakalo provided background information on the program, expected intake, community outcomes, and faculty resources. Discussion ensued regarding the validation of the program title, the outcomes from the Credentials Validation Service and requested approval for funding from MTCU. PC members provided comments and feedback. This item will be recalled to a later PC meeting.	PC June 12
12.	<u>RN-Perinatal Nursing (OCGC) Presentation</u> J. Aubut, D. Ouderkirk, and M. Tosh presented the RN Perinatal Nursing Ontario College Graduate Certificate program to PC members for approval. M. Tosh provided background information. Faculty requirements, submission information and cash flow were discussed. A minor amendment to the Cash Flow Analysis will be made. This information will be presented to the Board of Governors and then forwarded to the Ministry for approval.	
13.	<u>Debrief from May 27 COP</u> K. MacDonald provided a summary of the May 27 Committee of President's meeting held in Toronto. Discussion and clarification followed with respect to the meeting with MTCU Minister Brad Duguid, the Productivity and Innovation Fund, the meeting with Premier Kathleen Wynne (i.e. 3-year degrees) and the 50 th anniversary of Ontario's colleges. K. MacDonald will meet with VPs individually to follow-up with other discussion items.	K. MacDonald
14.	<u>Debrief of May 24 CLC and Employee Engagement Session</u> S. DiMarco provided PC members with an update on the first CLC Retreat Planning Committee meeting. The Chair of the Committee will provide PC members with a high level overview of their progress including key agenda items and allotted	PC

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	resources at the June 05 PC meeting. Summary notes for the May 28 Employee Engagement Session will be distributed by the end of the week. This will include a call for employees interested in becoming part of a "Tiger Team" that will attempt to engage the college community on a broader level. Interested parties will be required to submit their names by June 10; a list will be brought forward to the June 12 PC for review and approval.	June 05 & 19 PC June 12
15.	<u>Draft Agenda for June 17 BOG meeting</u> S. DiMarco presented PC members with the June 17 th Board of Governors Draft Agenda. After review and discussion, amendments to the agenda were made. S. DiMarco will distribute a final version accordingly.	S. DiMarco
16.	<u>Initial Review of Q4 Business Plan Update for the BOG June 17 Meeting</u> PC members reviewed the Business Plan Update document that will be presented to the Board Of Governors on June 17 th . PC members provided comments and feedback. S. DiMarco will incorporate amendments as discussed. This item will be recalled to the June 05 PC meeting for further review and approval.	S. Dimarco PC June 05
17.	<u>EPI Draft Letter Review</u> G. Barker provided PC members with a draft EPI letter template for comment and review. Discussion followed. HR will make minor amendments to the letter and distribute accordingly.	G. Barker
18.	<u>TCPS2 and RCR Alignment Project Report (Research-Related Policies)</u> M. Mohring presented PC members with the Tri-Council Policy Statement and Responsible Conduct of Research Alignment Project Report and discussed the alignments the College should make and the recommendations for which the committee is seeking approval. Questions and clarification followed. A discussion regarding the Research Ethics Board's best practices, submission process and second phase roll out followed. PC provided feedback and comments. Mandatory review dates have been amended to be effective May 29, 2013. This policy was approved as amended.	
19.	<u>RE07 Academic Freedom Rights and Responsibilities</u> J. Aubut presented Draft Policy RE07 (Academic Freedom Rights and Responsibilities) to PC members for approval. Background and historical information (including policy progression) were presented. Questions and clarification followed. PC members provided comments and feedback. J. Aubut will present the amended policy to Deans Council (June 11) and return to PC June 12 to provide an update. Following the June 12 PC meeting, CLC members will be contacted for feedback. This item will be recalled to the June 19 th PC for final approval.	PC June 12 PC June 19
20.	<u>ACCC and Polytechnics 2014 Conferences</u> K. MacDonald asked PC members to consider accepting invitations from ACCC to co-host the ACCC 2014 Conference with LaCité, and from Polytechnics Canada to sponsor the 2014 Polytechnics AGM. PC members agreed and discussed the growth opportunity this could provide to Algonquin employees. A posting highlighting required skills will be advertised.	G. Barker D. Wotherspoon
21.	<u>Domestic and International Trademarks</u> D. Wotherspoon provided a brief summary of College logos Algonquin has trademarked to date. Discussion followed regarding the need to trademark the College's current logo as well as the international logo.	

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22.	<p><u>ALEI III Candidates</u> G. Barker updated PC members with a list of 12 candidates who are seeking approval to participate in ALEI III. Candidates will be notified of their participation, following K. MacDonald's approval.</p>	G. Barker
23.	<p><u>IEEE Conference Submission</u> K. MacDonald informed PC members that W. Almuhtadi's submission for Algonquin College to be the main host for the 2015 IEEE IM Conference has been accepted.</p>	

The meeting adjourned at 4:58 p.m.