

**PRESIDENT’S COUNCIL**  
**Wednesday, June 05, 2013**  
**Rosser Boardroom**  
**9:00 a.m.**

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

**REGRETS:** C. Brulé, D. Wotherspoon

**GUESTS:** E. Costello, J. Dalziel, J. DelDuca, D. Dempsey, S. DiMarco, S. Dulmage, M. Gawargy, E. Hollebhone, D. Ouderkirk, P. Rouble, J. Tattersall, R. Wilts

|    | KEY POINTS/ACTION REQUIRED  | Follow-Up Responsibility/<br>Due Date |
|----|---|---------------------------------------|
| 1. | <p><b><u>Approval of Agenda</u></b><br/>           No items were added to the agenda.</p> <p><b><u>Upcoming Agenda Items</u></b><br/>           No agenda items were added to the Agenda Planner. June 12 PC will be cancelled and agenda items will be moved to the June 19<sup>th</sup> PC meeting.</p>   |                                       |
| 2. | <p><b><u>Approval of Previous Minutes</u></b><br/>           The minutes of May 29, 2013 were approved as presented.</p>  |                                       |
| 3. | <p><b><u>Business Arising</u></b><br/>           D. Wotherspoon has scheduled a luncheon meeting with L. MacLeod.</p>   |                                       |
| 4. | <p><b><u>Staffing Requests</u></b><br/>           No staffing requests were brought forward.</p>  |                                       |
| 5. | <p><b><u>President’s Star Award Nomination</u></b><br/>           The nomination was approved as presented.</p>   |                                       |
| 6. | <p><b><u>Information Items</u></b><br/>           The items were received as presented.</p>   |                                       |
| 7. | <p><b><u>Review of Annual Report for Board Of Governors – 3<sup>rd</sup> Draft</u></b><br/>           E. Hollebhone and E. Costello presented a draft copy of the Annual Report to PC members for approval and then submittal to the Board of Governors. E. Hollebhone explained that the Annual Report highlights achieved outcomes for the past year, as set out in the College’s Strategic Plan and Business Plan. E. Costello highlighted themes that have been emphasized in the report. Design options were discussed and agreed upon. Questions, clarification, comments and feedback followed. Timelines for 2014 were discussed.</p>   |                                       |
| 8. | <p><b><u>Q4 Financial Report and Contract Activity Report</u></b><br/>           C. Dempsey presented the 2012/13 4<sup>th</sup> Quarter Financial Report to PC for review. Highlights included a summary of statements from the Funded Activity/College Operations, Contracts &amp; Other Non-Funded Activities, College Ancillary Services, the International Education Centre and Strategic Investment Priorities. C. Dempsey explained that the 2012/13 Q4 Year-End actuals have several variances from the Approved Budget, therefore the Board of Governor’s meeting presentation will include an explanation of the variances. PC provided comments and feedback to be incorporated into the report prior to the presentation to the Board of Governors.</p> |                                       |

|            | <b>KEY POINTS/ACTION REQUIRED</b>   | <b>Follow-Up Responsibility/<br/>Due Date</b> |
|------------|---|---|
| <b>9.</b>  | <b><u>CLC Retreat Planning Committee Update</u></b><br>K. Foster, S. DiMarco, J. Ranieri, J. Tattersall, E. Hollebhone, and M. Savard provided an overview of the planning process and progress made for the June 27-28 CLC Retreat. Highlights included the committee's mapping concept, an outcome statement, input and output examples, the request for agenda items to be specific/conducive to the retreat, and volunteer opportunities. Discussion followed. PC provided comments and feedback. PC members concurred that the CLC Retreat Planning Committee is on the right path. The committee will provide another update to PC on June 19.  | <b>PC<br/>June 19</b>                         |
| <b>10.</b> | <b><u>President's Star Award Presentation</u></b><br>PC members presented The President's Star Awards to Kamal Singh and Dale Chimirri.   |   |
| <b>11.</b> | <b><u>ICDP Discussion</u></b><br>J. Tattersall was joined by P. Rouble, M. Gawargy, D. Ouderkirk, J. Dalziel, R. Wilts and S. Dulmage to engage PC on Integrated College Development Planning (ICDP) in order to share preliminary thinking related to the Building C Facilities Master Plan, illustrate how the ICDP Framework will be used and engage in dialogue related to the ICDP Framework itself and ICDP timeframes. PC members supported the framework, however they felt more information was required in order to make final decisions. The transportation strategy (i.e. the purchase and reconfiguration of bus shelters between C and J Buildings) was approved. This item will be recalled to PC August 21. | <b>PC<br/>August 21</b>                       |
| <b>12.</b> | <b><u>Board of Governors Meeting Presentation for Strategic Plan Process Map</u></b><br>S. DiMarco presented PC with an update on the Strategic Plan Process Map to be presented at the June 17 Board of Governors meeting. PC members reviewed the Board's set of eight priorities and discussed the format in which D. Wotherspoon will be adding narrative information. PC members will review the new draft document and provide edits to meet the material distribution deadline. S. DiMarco will amend the information and include the revised document with the Board meeting materials.   | <b>PC</b>                                     |
| <b>13.</b> | <b><u>Employee Engagement Notes/Tiger Team Discussion</u></b><br>G. Barker informed PC members that HR will be sending out a memo requesting volunteers to be part of an Employee Engagement Tiger Team. PC will review the list of volunteers at the June 19 <sup>th</sup> PC.   | <b>PC<br/>June 19</b>                         |
| <b>14.</b> | <b><u>2<sup>nd</sup> Review of Q4 Business Plan Update for the Board of Governors June 17 Meeting</u></b><br>S. DiMarco presented PC members with a second draft of the Q4 Business Plan Update for review prior to the June 17 Board of Governors meeting. PC provided comments and feedback. S. DiMarco will make minor amendments to the text and the legend in preparation for distribution of Board meeting materials.   | <b>S. DiMarco</b>                             |
| <b>15.</b> | <b><u>October 03-04 PC Retreat/Forum</u></b><br>T. McDougall explained to PC members that the October 03 PC Retreat conflicts with the College's annual Forum event. Discussion followed. PC members agreed to reschedule the PC Retreat to September 29-October 01. T. McDougall will research venue options.  | <b>T. McDougall</b>                           |

The meeting adjourned at 3:48 p.m.