

**President's Council
Wednesday, August 14, 2013
Rosser Boardroom (C539)
8:30 a.m.**

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

GUESTS: J. Daly-Cyr, M. Doyle, M. Gawargy, D. Ouderkirk, J. Tattersall

	KEY POINTS/ACTION REQUIRED	Follow-Up Responsibility/ Due Date
1.	<p><u>Approval of Agenda</u> The agenda was approved as amended.</p> <p><u>Upcoming Agenda Items (Add to Agenda Planner)</u> The agenda planner was amended as discussed.</p>	
2.	<p><u>Approval of Previous Minutes</u> The minutes of July 05, 2013 were approved as presented.</p>	
3.	<p><u>Business Arising</u> No items were discussed.</p>	
4.	<p><u>Staffing Requests</u> The following positions were approved for posting:</p> <ol style="list-style-type: none"> 1. Academic: Temporary Assistant Manager (International Student Recruitment) 2. Student Services: I/O Health Nurse, Community and Student Affairs (Pembroke) 3. Student Services: Client Service Representative (Registrar's Office) 	
5.	<p><u>President's Star Award Nominations</u> The President's Star Award Nominations were approved as presented.</p>	
6.	<p><u>Information Items</u> <u>6.1 Access Copyright and ACCC Update.</u> PC members held a brief discussion regarding clarification of two items: the process to determine the final FTE fee.</p>	
7.	<p><u>Term Start Up</u> <u>7.1 Start of Term Issues (Renovations, facilities, scheduling)</u> J. Tattersall provided PC members with an update on campus renovations and facilities. A review of cross campus work that has been completed as well as outstanding items was presented. Discussion followed regarding Perth campus challenges and suggested actions. J. Tattersall will ensure K. MacDonald receives a formal invitation for Residence Orientation.</p> <p><u>7.2 IT Start Up Issues</u> M. Gawargy provided PC members with a handout outlining items ITS has</p>	J. Tattersall

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	<p>completed to prepare for the Fall Term. Highlights included: Applications (LMS, BB, SIS, BI, email), IT infrastructure (MLP, InfoSec, core, network, wireless, access) and IT Technology refresh (computer labs, faculty laptops, video capture, virtual desktop infrastructure, e-classroom ever-greening). Discussion followed regarding PD opportunities for staff and faculty to learn new systems. M. Gawargy will discuss with G. MacDougall/F. Karimi. M. Gawargy will return to Nov 20 PC to provide an update on IT Fees.</p> <p><u>7.3 Enrolment Discussion (areas of concern/retention)</u> D. Ouderkirk presented PC members with an enrolment projection for the Fall 2013 Audit Date based on enrolments as of August 12th. Discussion ensued regarding enrolment numbers for various Woodroffe campus schools, Perth, Pembroke and the International Education Centre. Indicators project that we will meet or exceed enrolment projections for this Fall. D. Ouderkirk confirmed he will provide PC with a comprehensive roll-up report in both mid-September (post Day-10) and mid-November (post Audit Date). C. Brulé will correspond with Perth staff regarding programming concerns.</p>	<p align="center">PC Nov 20</p> <p align="center">C. Brulé</p>
<p>8.</p>	<p><u>Kingdom of Saudi Arabia (KSA)</u></p> <p><u>8.1 Update on Jazan Campus Start up</u> M. Doyle presented activities and challenges related to Algonquin's Jazan start up. Key items of discussion were first year enrolment followed by areas of concern. Further updates included Corporation status, national and international trademark protection of Algonquin College's logo, the campus building, staff residences, student and staff recruitment. M. Doyle will provide regular updates to C. Brulé.</p> <p><u>8.2 Phase II of Colleges of Excellence expansion</u> C. Brulé provided an overview of the Colleges of Excellence expansion and briefed PC members on the timelines for producing data for the RFI. C. Peachy and T. Hore have participated in a conference call and submitted questions. Discussion and consensus followed regarding Algonquin's future geographic areas of interest.</p> <p><u>8.3 Upcoming trips</u> K. MacDonald asked C. Brulé to consider having Algonquin staff visit Jazan on a monthly basis during the start up phase. PC members were asked to personally consider this request, or alternatively, members of their staff who</p>	<p align="center">M. Doyle</p>

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	could contribute to this international initiative. It was suggested that visits could be synchronized with existing trips by M. Doyle/E. Mulvey or organized on an individual basis.	
9.	<u>Algonquin Connects Update</u> This item was deferred.	PC August 21
10	<u>Coffee Break</u> K. MacDonald welcomed back CLC members from summer holidays. G. Barker provided information regarding the upcoming Employee Engagement session. D. Wotherspoon, C. Lee and J. McQuigge discussed CLC's role in the upcoming United Way campaign.	
11.	<u>Recommendations from 50th Anniversary Committee</u> D. Wotherspoon provided PC members with background research and comparisons to similar significant celebrations within the city, highlighting a common theme of "celebration" and/or "development and fundraising". A Fall brainstorming session was suggested in order to gather feedback. Discussion ensued followed by suggestions and feedback. D. Wotherspoon will return to PC on September 11 with a proposed governance structure and thematic directions.	PC Sept 11
12.	<u>International Education Strategy</u> C. Brulé and D. Wotherspoon briefed PC members on the process in which they have researched and gathered information to create Algonquin's International Education Strategy. Discussion followed. A PowerPoint slide deck highlighting why it is important for Algonquin College to be involved in International Education, benefits to staff and students, trends and financials has been created and will be forwarded to K. MacDonald for review.	PC August 26
13.	<u>Masters of Education RFP</u> C. Brulé briefed PC members on the responses to Algonquin's RFP for a Masters of Education program. Questions, clarification and discussion regarding cohorts, policy and execution/structure of program followed. A letter of award to the selected institution will be finalized by August 22.	
14.	<u>Update on New MTCU and MEDTE Funds</u> C. Brulé provided a brief overview of newly announced MTCU funds as well as some background information. He suggested limiting proposal submissions to the category of either "Administrative or Service Delivery Transformation" or "Program Redesign". L. Rees has been appointed to lead the task group that will develop Algonquin's response. Linda and her team will present PC with a list of possible identified projects. Discussion followed.	PC Sept 04

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15.	<u>PC Retreat Agenda</u> PC members are to review the draft PC Retreat Agenda and provide feedback to T. McDougall. This item will be recalled to PC August 21 for finalization.	PC August 21
18.	<u>Credit Transfer Update Discussion</u> This item was deferred to August 21.	PC August 21
19.	<u>Summer Symposium: Mission / Purpose and the Connected College</u> K. MacDonald asked J. Daly-Cyr to provide Symposium participants with a brief overview of "Algonquin Connects".	
20.	<u>W. McIntyre request from Elise Chartrand</u> T. McDougall briefed PC on a request to honor W. McIntyre. Discussion followed. G. Barker will gather further information and report back to PC.	G. Barker PC Aug 21
21.	<u>OPS Firearm Discharge</u> A brief discussion occurred among PC members regarding the need to ensure important information is shared in a timely manner. This item will be added to the PC Retreat agenda for further discussion.	PC Aug 26
22.	<u>Employee Engagement Session</u> G. Barker distributed a handout to PC members outlining suggestions for the top three employee engagement priorities that will be discussed at the August 20 Employee Engagement Session.	

The meeting adjourned at 1:14 p.m.