

**President's Council
Wednesday, September 11, 2013
Rosser Boardroom (C539)
9:00 a.m.**

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

REGRETS: G. Barker

GUESTS: A. Clermont, J. DeDuca, C. Dempsey, S. DiMarco, M. Gawargy, G. MacDougall, B. Rothwell, J. Wilson

	KEY POINTS/ACTION REQUIRED	Follow-Up Responsibility/ Due Date
1.	<p><u>Approval of Agenda</u> The agenda was amended and approved as presented.</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 September 04, 2013 were amended and approved.</p>	
3.	<p><u>Business Arising</u></p> <p>D. Wotherspoon provided an update on “Family Fun Day” and distributed an agenda to PC members for review. The number of participants have exceeded projected numbers.</p> <p>D. Wotherspoon presented options for the skills mismatch mini-conference request that was received from Colleges Ontario. Advancement will reach out to two external organizations to verify if there is any interest in hosting a workshop with Algonquin.</p> <p>T. McDougall will contact N. Naylor’s office regarding their September 18th visit to the College to confirm agenda items and advise that the executive team is interested in discussing how the Ministry believes the compulsory and ancillary fees structure may evolve.</p> <p>T. McDougall updated PC members on the number of tickets requested from the Board of Governors for the World Business Forum Event (October 01-02). Each PC member was asked to provide four additional names for D. Donaldson (C. Brulé to provide six).</p>	<p align="center">D. Wotherspoon</p> <p align="center">T. McDougall</p> <p align="center">PC Members</p>
4.	<p><u>Staffing Requests</u> The following position was approved for posting:</p> <p>1. Academic: Department Secretary for ICT</p>	
5.	<p><u>President’s Star Award Nominations</u> Two President’s Star Award Nominations were presented. One nomination</p>	

**President's Council
Wednesday, September 11, 2013
Rosser Boardroom (C539)
9:00 a.m.**

	KEY POINTS/ACTION REQUIRED	Follow-Up Responsibility/ Due Date
	was approved; the other nomination (SW) was approved pending verification with the Registrar's Office.	L. Stanbra
6.	<p><u>Information Items</u> <u>6.1 Release of 2012 OSAP Default Rates</u> The item was received as presented. <u>6.2 Potential Dates for Breakfast & BBQ 2014/2015</u> The scheduling of the 2015 President's Breakfast was discussed. The date will be confirmed after L. Stanbra discusses timing with the RO.</p>	
7.	<p><u>PCI (Payment Card Industry) Update on Outstanding Issues</u> D. McNair and C. Dempsey provided an update on the Payment Card Industry Data Security Standards (PCI DSS) project including next steps for the ongoing administration of PCI DSS. Presentation highlights included an emphasis on the necessity to maintain PCI compliance and the consequences of not providing a resource to support ongoing PCI compliance activities. PC has agreed to extend SIP funding to the end of March 2014 to facilitate the extension of the present resource. C. Dempsey will bring this information forward to the College Budget Committee (CBC).</p>	C. Dempsey
8.	<p><u>Framework for 5-year Fundraising Plan</u> B. Rothwell and J. Wilson met with PC members to present a framework for establishing a multi-year fundraising plan that will clarify the decision making process, the responsibilities and accountabilities involved and the timeline for its execution. Discussion and clarification followed. PC approved the proposed framework with some minor amendments. Next steps will include a presentation to CLC. HR and COL will be requested to review training opportunities to support the new focus.</p>	G. Barker, R. Volk
9.	<p><u>SEMC Framework Presentation to PC</u> D. Wotherspoon provided an update from the Strategic Enrolment Management Committee (SEMC) for the purpose of establishing a common understanding of SEM, to provide an update on SEM planning and to outline next steps.</p>	
10.	<p><u>Ontario Institute of Digital Education</u> G. MacDougall provided PC members with a document regarding the development of the College's Digital Strategy. It was determined that a more localized version of the Ontario Institute for Digital Education that was proposed in the 2012 Strategic Mandate Agreement submission would best serve Algonquin. Background information was provided. Discussion followed. An update will be provided to CLC on September 26, and this item will be</p>	CLC Sept 26

**President's Council
Wednesday, September 11, 2013
Rosser Boardroom (C539)
9:00 a.m.**

	KEY POINTS/ACTION REQUIRED	Follow-Up Responsibility/ Due Date
	recalled to the September PC Retreat for further exploration and discussion.	PC Sept 29
11.	<u>President's Star Presentation</u> The President's Star award was presented to Mark Tam (ITS).	
12.	<u>HEQCO Project on Outcomes-Based Funding</u> C. Brulé provided PC members with a draft letter to H. Weingarten (HEQCO) in response to the August 29 th outcomes-based funding email that was sent to Ontario college Presidents. Background information was provided; discussion followed. Under C. Brulé's signature, a revised letter will be forwarded to Dr. Weingarten through the President's office.	T. McDougall
13.	<u>50th Anniversary Committee</u> <u>Archival Policy and System for College Memorabilia</u> D. Wotherspoon requested PC members consider the establishment of formal archival policies and processes. D. Wotherspoon will approach Algonquin's Library and Information Technician and the Applied Museum Studies programs for archival advice and counsel. <u>50th Anniversary Celebration</u> Background research examining other institutions and how they have commemorated their milestone anniversaries was presented. A preliminary 50 th Anniversary proposal was also presented. The recommendation to establish a steering committee was approved. G. Barker was appointed as a PC executive sponsor. Public brainstorming sessions, timelines and budget will be determined once the committee has been formed. L. Stanbra will provide D. Wotherspoon a contact name from the Foundation Board. This item will be brought back to a future PC for further discussion.	D. Wotherspoon G. Barker Advancement L. Stanbra PC Nov 27
14.	<u>Budget Directions</u> D. McNair reviewed a 2014/2015 to 2016/2017 multi-year annual budget outline with PC members for review and discussion. Clarification and suggestions followed. Amendments will be made to the document and then forwarded to the CBC. L. Stanbra will follow up with S. DiMarco in terms of dates for the 2014-15 Budget timeline. R. Sanchez will be asked to update PC members on the part-time salary grid information.	L. Stanbra G. Barker PC October 09
15.	<u>Ottawa Redblacks Sponsorship</u> D. Wotherspoon briefed PC members on a potential relationship with the Redblacks organization. D. Wotherspoon will meet with the organization and return to PC with a recommendation for future consideration.	D. Wotherspoon PC Oct 30
16.	<u>PC Retreat Agenda</u> T. McDougall asked PC members to consider agenda items for the September	

**President's Council
Wednesday, September 11, 2013
Rosser Boardroom (C539)
9:00 a.m.**

	KEY POINTS/ACTION REQUIRED	Follow-Up Responsibility/ Due Date
	30-October 01 President's Council Retreat. T. McDougall will create and distribute a draft agenda for review and feedback.	T. McDougall PC Sept 25
17.	<p><u>Top 5 Discussion Topics for Upcoming Board Meetings</u> PC members reviewed the list of discussion topics that was compiled from the September 9th Board of Governors Retreat for the purpose of initiating more in-depth meeting discussions throughout the year. Only four topics were selected, allowing one meeting sufficient time to focus on budget approval. S. DiMarco will schedule accordingly.</p>	S. DiMarco
18.	<p><u>Management Summary Report reconfiguration</u> PC members discussed past Management Summary Reports and strategized how to implement a leaner format. PC members agreed to manage the level and volume of material in their reports, with the understanding that on-going adjustments may be required. Reports will continue to be forwarded to the VPs. The President asked PC members to submit only data that would be relevant to the Board.</p>	PC Members
19.	<p><u>College of Excellence Briefing</u> C. Brulé briefed PC members on Algonquin's imminent non-binding letter of interest to the Colleges of Excellence and the decision to withdraw one of the geographical clusters.</p>	
20.	<p><u>MTCU Autism Spectrum Project</u> L. Stanbra briefed PC members on a request from MTCU regarding their invitation to have Algonquin partner with York University for a trial Autism Spectrum Project.</p>	

The meeting adjourned at 5:00 p.m.