

**President's Council**  
**Wednesday, September 18, 2013**  
**Rosser Boardroom (C539)**  
**8:00 a.m.**

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

**GUESTS:** C. Bonang, L. Hawke, G. MacDougall, E. Mulvey, N. Naylor, C. Peachey, C. Powers, L. Rees, J. Tattersall

	KEY POINTS/ACTION REQUIRED	Follow-Up Responsibility/ Due Date
1.	<p><b><u>Approval of Agenda</u></b>            The agenda was amended and approved as presented.</p> <p><b><u>Upcoming Agenda Items (Add to Agenda Planner)</u></b>            The agenda planner was amended as discussed.</p>	
2.	<p><b><u>Approval of Previous Minutes</u></b>            The minutes of September 11, 2013 were amended and approved.</p>	
3.	<p><b><u>Business Arising</u></b>            No items were discussed.</p>	
4.	<p><b><u>Staffing Requests</u></b>            The following positions were approved for posting:</p> <ol style="list-style-type: none"> <li>1. Academic: Professor, Culinary Arts</li> <li>2. Academic: Professor, Refrigeration and Air-Conditioning Apprenticeship and HRAC</li> </ol>	
5.	<p><b><u>President's Star Award Nominations</u></b>            No nominations were brought forward at this time.</p>	
6.	<p><b><u>Information Items</u></b></p> <p><b><u>6.1 Faculty Professional Development Program</u></b>            The item was received as presented.</p> <p><b><u>6.2 College Budget Committee Update</u></b>            This item was moved to the agenda for discussion.</p> <p><b><u>6.3 Alumnus/a of the Year Award-Terms of Reference</u></b>            The item was received as presented.</p> <p><b><u>6.4 Starbucks Mission</u></b>            The item was received as presented.</p> <p><b><u>6.5 August 26 PC Retreat Minutes</u></b>            The item was moved to the agenda for discussion.</p>	
7.	<p><b><u>LIVE EX Debrief</u></b>            C. Bonang presented a debriefing report summarizing the highlights of the Spring 2013 Live Exercise. Based on observations, recommendations were made to improve emergency procedures, policies and resource planning. Next steps for the emergency management program were discussed,</p>	

**President's Council  
Wednesday, September 18, 2013  
Rosser Boardroom (C539)  
8:00 a.m.**

	<b>KEY POINTS/ACTION REQUIRED</b>	<b>Follow-Up Responsibility/ Due Date</b>
	including the addition of a new resource and the cyclical planning and development of the emergency plan for all campuses.	
<b>8.</b>	<p><b><u>International Travel Policy</u></b> C. Bonang, E. Mulvey, C. Peachy and C. Powers presented PC members with a revised draft of the International Travel &amp; Safety Policy, providing an update on revisions and supplemental work to date. Discussion followed regarding international insurance and travel service providers (SOS and AON) as well as workflow and internal processes. The Policy will be amended as discussed; D. McNair will forward the draft policy to Algonquin's legal counsel for review. This item will be recalled to PC October 16.</p>	<b>PC Oct. 16</b>
<b>9.</b>	<p><b><u>Productivity and Innovation Fund</u></b> L. Rees briefed PC members on the progress of the four institutional projects that are being submitted to the Ministry for funding through the Productivity and Innovation Fund. The multi-institutional proposals that are being considered (one led by Algonquin and two that are being supported by Algonquin College) were also discussed. PC members supported the recommended proposals and were asked to prioritize the proposed submissions for the following PC meeting (September 25).</p>	<b>PC members PC Sept 25</b>
<b>10.</b>	<p><b><u>Assistant Deputy Minister (ADM) Introductions</u></b> K. MacDonald welcomed N. Naylor, ADM, Postsecondary Education Division and L. Hawke, Postsecondary Accountability Branch, to the College. After introductions to PC members and staff, the President provided context for the purpose of the subsequent presentations.</p>	
<b>11.</b>	<p><b><u>ADM: ICDP</u></b> K. MacDonald introduced the subject of space utilization and Algonquin's inability to sustain growth and build capital using the College's historical model. J. Tattersall facilitated an information and discussion session on the Algonquin's Integrated Development Planning (ICDP) framework. Questions and clarification followed.</p>	
<b>12.</b>	<p><b><u>ADM: E-Text</u></b> G. MacDougall briefed Ministry guests on Algonquin College's digital learning initiative (e-text) with a video and slide deck presentation. Background information was provided regarding the January 2013 pilot program and the Fall 2013 soft launch. Highlights included the number of students, programs and publishers involved in the project as well as the benefits of using e-textbooks. Discussion followed in terms of course fees and how students are charged for e-text, ancillary resources and Ministry Policy implications.</p>	

**President's Council  
Wednesday, September 18, 2013  
Rosser Boardroom (C539)  
8:00 a.m.**

	KEY POINTS/ACTION REQUIRED	Follow-Up Responsibility/ Due Date
13.	<p><b><u>ADM: International Education Strategy</u></b> C. Brulé provided a brief overview of Algonquin College's draft International Education Strategy (IES), including the College's vision and goals, how the IES initiative aligns with the strategic plan, trends in international recruitment, international markets, opportunities and risks, a summary of Algonquin's current situation and future regions/countries of focus. Questions and clarification followed.</p>	
14.	<p><b><u>CLC Agenda Review</u></b> S. DiMarco presented PC members with a draft CLC agenda for review. Discussion followed regarding the level of engagement between CLC members using the current meeting model and the desire to have more interaction. Suggestions and comments ensued, including the recommendation to have CLC follow the Deans Council model (i.e. meetings led by a Chair/Co-Chair). S. DiMarco will make amendments and distribute a revised agenda.</p>	S. DiMarco
15.	<p><b><u>Minister Chiarelli Meeting Update</u></b> D. Wotherspoon and K. MacDonald met with Minister Chiarelli and Cameron MacLeod of the Carlington Community Health Centre. Discussion included Lambton College's health hub model that is in the final stages of approval and the opportunity to investigate that model. A second opportunity regarding green energy and the possibility of using Algonquin's solar decathlon house as a great example to show Algonquin's leadership in the field was also discussed. C. Brulé will connect with the appropriate stakeholders.</p>	C. Brulé
16.	<p><b><u>CBC Update</u></b> L. Stanbra suggested moving back the deadline for new and I/O positions to align with the completion of the 2014-15 Business Plan. It was agreed that aligning these dates would be helpful. L. Stanbra will meet with D. McNair to discuss and clarify information provided in the CBC update document. This item will be recalled for follow up purposes as part of the Status of 2014-15 Business Planning item on the Sept. 25 PC agenda.</p>	L. Stanbra  PC Sept. 25
17.	<p><b><u>August 26 PC Retreat Minutes</u></b> L. Stanbra will follow up with T. McDougall to provide feedback and comments.</p>	L. Stanbra
18.	<p><b><u>ALEI II Topics</u></b> G. Barker announced that the next cohort of the Algonquin Leadership in Education Institute (Level II) program is scheduled to start in a couple of weeks. New final presentation topics are required; HR will circulate</p>	G. Barker

**President's Council  
Wednesday, September 18, 2013  
Rosser Boardroom (C539)  
8:00 a.m.**

	<b>KEY POINTS/ACTION REQUIRED</b>	<b>Follow-Up Responsibility/ Due Date</b>
	previously suggested topics to PC members and ask for feedback.	<b>PC Members</b>
<b>19.</b>	<p><b><u>M. Ed Update</u></b> C. Brulé and G. Barker met with Dr. Jeff Orr regarding the arrangement to offer St. FX's Masters of Education program. A detailed FAQ document (including timelines and application processes) will be created and reviewed by PC members prior to its release to the Algonquin community. An information session will also be scheduled for interested parties. G. Barker confirmed that the current policy on tuition will apply. Current proposed timelines suggest a January program launch.</p>	<b>HR, PC members</b>
<b>21.</b>	<p><b><u>ACCC and Polytechnics</u></b> G. Barker disclosed applicant names for the conference liaison positions. PC members discussed the candidates' skill set, capability, experience and time commitments in relation to the job requirements. PC members agreed that, if necessary, adjustments will be made to schedules in order to meet the demands of the position. VPs will contact the successful candidate's respective Managers to solicit feedback and support.</p>	<b>PC Members</b>

The meeting adjourned at 4:42 p.m.