

**President’s Council
Wednesday, January 22, 2014
Rosser Boardroom (C539)
8:00 a.m. – 4:00 p.m.**

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

REGRETS: G. Barker

GUESTS: A. Clermont, C. Dempsey, S. DiMarco, B. Eburne, A. Foti, M. Gawargy, M. Hoddenbagh, J. Macnab, S. McLachlan, E. Mulvey, D. Ouderkirk, L. Woods

	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>Approval of Consent Agenda</u></p> <p>1.1 <u>Social Media Account Management Policy</u> (recall from Oct 30, 2013) This item was approved with minor amendments.</p> <p>1.2 <u>Alumnus of the Year</u> This item was approved as presented.</p> <p>1.3 <u>Mandatory Occupational Health & Safety Awareness Training</u> This item was approved as presented.</p> <p>1.4 <u>Building B Mechanical Re-Capitalization Project</u> Two options were discussed; Option “1” was approved as presented. D. McNair will discuss the possibility of additional functional space with J. Tattersall.</p> <p>1.5 <u>Binding Policy Directives on Tuition and Ancillary Fees</u> This item was approved as presented.</p> <p><u>Upcoming Agenda Items (Add to Agenda Planner)</u> The agenda planner was amended as discussed.</p>	D. McNair
2.	<p><u>Approval of Previous Minutes</u> Minutes for the January 08, 2014 PC meeting were approved as amended.</p>	
3.	<p><u>Business Arising</u> There were no items discussed.</p>	
4.	<p><u>Staffing Requests</u> The following positions were approved for posting:</p> <ol style="list-style-type: none"> 1. Academic: Dean, Algonquin College Heritage Institute 2. Academic: Project Manager/Instructional Designer (2 positions) 	
5.	<p><u>President’s Star Award Nominations</u> The President’s Star Award Nominations were approved as presented.</p>	
6.	<p><u>Entrepreneurship Business Case For Fiscal Year 2014</u> M. Hoddenbagh and A. Foti provided an update to PC on the status of the Entrepreneurship Framework and the proposed joint Carleton/University of Ottawa/Algonquin application to be submitted to the Ministries of Research and Innovation, and Economic Development, Trade and Employment for its</p>	

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	<p>Campus-Linked Accelerator (CLA) program. Benefits were highlighted. Discussion of targets, measures and work-integrated learning (WIL) followed as well as clarification of expenditures, cash and in-kind contributions. PC endorsed Algonquin's participation in the joint CLA proposal with Carleton University and the University of Ottawa. Approval of the supporting budget request is pending a review of SIP allocations. L. Woods will be asked to return to PC with a more coherent approach as to how this initiative ties into the fourth pillar of Algonquin's strategic plan and is linked to appropriate departments in the college.</p>	<p>PC Members C. Brulé PC TBD</p>
7.	<p><u>Enrolment Discussion (2014 Winter 10-day count)</u> D. Ouderkirk presented PC members with a report outlining 2014 Winter enrolments as of Day 10 as well as projected enrolments to the March 1st Audit Date. Actual enrolment results showed returning students slightly above the original estimate and level 1 enrolment showing an increase over the original plan. This indicates the College will surpass the winter Audit Date numbers for the second straight year. Discussion followed regarding Level 2 intake, rural campus enrolments and Jazan Campus Enrolment Reports. PC accepted the report as presented.</p>	
8.	<p><u>"The Future of Online Learning" Presentation (CA105)</u> PC members attended a special presentation facilitated by Sir John Daniels entitled "The Future of Online Learning". The session was attended by cross representation of Algonquin Faculty, Administration and Support Staff.</p>	
9.	<p><u>Final 2014-15 Fee Schedule</u> J. Macnab provided PC members with the 2014-2015 academic year fee schedules and outlined the actions that have been taken to date. Discussion followed regarding program tuition fees related to Algonquin's high demand programs. Further suggestions included the addition of a tuition pricing strategy in the Strategic Enrolment Management plan, and a timing adjustment as to when the fee review process should be initiated. Questions and clarification followed. PC approved the fees schedules as amended for presentation to the February 10 Board of Governors meeting. This item will be recalled to the January 29th PC meeting for final review.</p>	<p>D. Wotherspoon L. Stanbra</p> <p>PC Jan 29</p>
10.	<p><u>International Education Strategy</u> D. Wotherspoon and E. Mulvey provided PC members with a revised International Education Strategy. Revisions to the document were</p>	

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	highlighted; off-shore and on-shore decision frameworks were discussed. This document will be submitted to the February 10 th Board of Governors meeting as an Information Item. This item will be recalled to the January 29 th PC meeting for a final review.	PC Jan 29
11.	<u>Enterprise Resource Planning (ERP) Strategy/Roadmap</u> M. Gawargy, A. Clermont and S. McLachlan presented findings from the ERP Strategy Initiative that will support the execution of the ERP strategy. Highlights included the 2014-15 ERP Project Initiatives (Salesforce.com, Project Fusion, Business Intelligence, Employee Portal and modifications to GeneSiS), and investment requirements over a four-year period (to F2017/18). PC endorsed the recommendation to the Board of Governors to approve a fund for “Project Fusion”, the acquisition and implementation of a unified Human Resources, Finance and Payroll Resource Management System.	
12.	<u>Budget Update (Q3 2013/14 Financial Review)</u> C. Dempsey provided PC members with the 3 rd Quarter financial results for the 2013/14 fiscal year. Highlights included a review of the Strategic Investment Priority Allocations and Algonquin’s Statement of Financial Position. Information on the Funded Activity/College Operations Revenue from Q2 to Q3 was clarified. PC approved the information to be presented to the Board as amended. C. Dempsey will bring the 2014-2015 Budget to the January 29 th PC meeting for final review	PC Jan 29
13.	<u>February 10 Board of Governors Meeting and Retreat Agenda Review</u> PC members were provided with a draft Board of Governors Retreat agenda for review. Comments and feedback were provided. Clarification of meeting items was discussed (i.e. Strategic Priority Activities). D. McNair and D. Wotherspoon will speak with the Board Chair to confirm areas of focus. S. DiMarco will make amendments and revise the agenda accordingly. S. DiMarco also reviewed the draft agenda for the Board of Governors meeting. PC members offered suggestions and recommendations. Amendments will be made.	D. McNair S. DiMarco
14.	<u>January 30 College Leadership Council Agenda Review</u> S. DiMarco presented PC members with a draft CLC agenda for review and discussion. Comments and suggestions for the agenda and the feedback	S. DiMarco

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	survey followed. S. Fraser will be invited to CLC to introduce B. Wilson (Dragon's Den) and participate in that portion of the meeting.	
15.	<p><u>2014 Strategic Planning Retreat Schedule</u> K. MacDonald outlined timelines for the current strategic plan as well as options on how to move the plan forward with the purpose of simplifying and focusing the organization. Comments and feedback followed. The preference was to review items/areas that are on track for completion, and to advise of any environmental changes that have impacted the original plan (such as the Strategic Mandate Agreement).</p>	
16.	<p><u>Invest Ottawa</u> K. MacDonald informed PC members of an opportunity for Algonquin College to participate in a variety of working groups (Computer, Photonics, Green, Clean Tech, etc.) that Invest Ottawa is developing with other post-secondary institutions. D. Wotherspoon volunteered to participate; other College representatives will be notified.</p>	D. Wotherspoon
17.	<p><u>Information Items</u></p> <ul style="list-style-type: none"> 17.1 <u>Sample International SOS Information</u> This information item was received as presented. 17.2 <u>Briefing Note: New Major Capacity Expansion Policy Framework</u> This information item was received as presented. 17.3 <u>Algonquin H.E.A.L.T.H. Institute</u> This item was struck off the agenda and will be deferred to a later meeting. 17.4 <u>USB Drive Use</u> This information item was received as presented 17.5 <u>2014 Winter Term Start-up</u> This information item was received as presented. 	
18.	<p><u>Organization Structure</u> This item was deferred to G. Barker's return.</p>	PC Feb 12
19.	<p><u>Responsibility Center Maintenance (RCM) Steering Committee</u> PC discussed the process in choosing members as well as the desire for cross college representation.</p>	
20.	<p><u>Minister Chiarelli</u> D. Wotherspoon advised PC members that Algonquin is confirmed for an eText announcement with Minister Chiarelli's office within the coming weeks. Once the date has been identified, D. Wotherspoon will inform PC.</p>	D. Wotherspoon

The meeting adjourned at 4:32 p.m.