

**President’s Council
Wednesday, May 21, 2014
Rosser Boardroom
8:30 a.m. – 4:30 p.m.**

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

REGRETS: G. Barker

GUESTS: M. Baxter, B. Brownlee, J. Dallas, S. DiMarco, P. Gardner, G. MacDougall, J. Macnab, L. Rees, J. Tattersall, E. 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> 1.1 <u>HS10 Smoking on Campus Policy</u> (D. McNair) Minor edits were forwarded for consideration. This item 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> Minutes for the May 13th, 2014 PC meeting were approved as amended.</p>	
3.	<p><u>Business Arising</u> In reference to the May 13, 2014 PC meeting (agenda item #14), it was determined that monies for 2014/15 external events will be allocated from the 2014/15 Strategic Investment Priorities (SIP) fund. A line item will be added in the 2015/16 budget for these activities and will be included under the Community Partnerships portfolio.</p>	Finance
4.	<p><u>Staffing Requests</u> No new staffing requests were brought forward at this time.</p>	
5.	<p><u>President’s Star Award Nominations</u> The President’s Star Award nominations were approved as submitted.</p>	
6.	<p><u>Enrolment Discussion</u> J. Macnab provided PC members with an update on enrolment statistics for the 2014 Fall term. Presentation highlights included a discussion on “conversion” (i.e. accepted students to confirmed status, and confirmed students to paid status), overall observations, and processing of “Current Accepted” students. It was noted that admissions are tracking on target. Questions and clarification followed. This information will be presented at the next Deans Council meeting for consideration and action. Recommendations were reviewed and approved as submitted. President’s Council accepted the report as amended.</p>	DC May 23

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7.	<p><u>Institution for Digital Education (IDE@) Update</u> G. MacDougall provided PC members with an update on the development of the IDE@ concept and provided an executive summary of input received at the College Leadership Council (CLC) retreat. PC agreed to have the Digital Strategy inform future considerations. Discussion highlights included the Digital Innovation Leadership Summit (May 28), the Learning and Teaching Services (LTS) department's current focus (September readiness), and Vital Source. G. MacDougall will prepare and distribute a one-page update to PC members outlining next steps; this item will be brought back to the June 04 PC meeting for a question and answer session.</p>	<p>G. MacDougall PC Jun 04</p>
8.	<p><u>Competency-Based Education (CBE) within Continuing Education</u> L. Rees and J. Dallas provided President's Council with an update on the competency-based learning units development project (i.e. Provincial Learning Units - PLUs). Presentation highlights included: benefits to the learner / institution; retention; project design; and next steps. Questions and clarification followed. PC accepted the report as presented.</p>	
9.	<p><u>Fraud Management Policy</u> D. McNair presented PC members with a draft Fraud Prevention Policy, developed at the request of the Audit & Risk Management (ARM) Committee. Presentation highlights included purpose of the policy as well as steps taken to date. Questions and clarification followed. The policy will be amended as discussed. A review of the Student Conduct Policy (SA07) will take place to ensure consistency between the two policies.</p>	<p>L. Stanbra</p>
10.	<p><u>Booster Juice Proposal</u> B. Brownlee, P. Gardner and M. Baxter presented President's Council members with a proposal to repurpose the current Phogos eatery to a "Booster Juice / Algonquin Express Grab n' Go" establishment. Presentation highlights included investment return, eatery location traffic, staffing, competitor considerations, construction timeframes, scope of work, financial scenarios and the ability to use the Algonquin one-card system. Feedback and comments were offered. PC approved the proposal as discussed and amended.</p>	
11.	<p><u>ESCO II Phase 3 Presentation for Board of Governors</u> J. Tattersall presented an overview of the ESCO II Phase 3 project. Steps taken to date, financials, and recommendations were reviewed and discussed; feedback and comments were offered for consideration. PC approved this item going</p>	<p>BoG Jun 09</p>

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	forward to the June 09 th Board of Governors meeting as a consent agenda item. This item will return to PC at a later date to discuss conceptual designs for the beautification of affected campus areas (i.e. portable trailer area).	PC TBD
12.	<p><u>June 09th Board of Governors (BoG) Meeting Preparation</u> PC members reviewed a draft agenda for the June 09th Board of Governors meeting. Discussion highlights included the alignment and simplification of presentations, specifically the KPI/MYAA results and Scorecard, as well as the presentation/update of the Annual Report and the fourth quarter Business Plan. Comments and feedback were provided. S. DiMarco will revise and distribute the agenda and Business Plan accordingly.</p>	S. DiMarco
13.	<p><u>May 01-02 CLC Retreat debrief</u> S. DiMarco provided a debriefing report summarizing comments and feedback from the May 01-02 College Leadership Council Retreat.</p>	
14.	<p><u>Fiscal Scenario Impacts of Budget</u> D. McNair presented PC members with hypothetical financial scenarios of potential provincial funding reductions and the impact on each Area of the College under Funded Activity. Discussion highlights included the potential impact on the elimination of the 30% tuition grant, and the effect that might have on enrolment and future revenue. Discussion followed. D. McNair will review projections, factor in comments and recommendations, and produce a revised report.</p>	D. McNair
15.	<p><u>Information Items</u> <i>(info items that do not require approval or discussion)</i> 15.1 <u>Policy HR20 Non-Bargaining Unit Job Evaluation-Admin. Staff</u> (G. Barker) This information was received as submitted. 15.2 <u>5-Year Fundraising Plan (BoG draft documents)</u> (L. Stanbra) This information was received as submitted. 15.3 <u>Convocation Review Update</u> (L. Stanbra) This information was received as submitted.</p>	

The meeting adjourned at 3:28 p.m.