

**President’s Council  
Wednesday, June 04, 2014  
Rosser Boardroom  
7:15 a.m. – 2:00 p.m.**

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

**REGRETS:** D. Wotherspoon

**GUESTS:** C. Brennan, K. Coffey, J. Daly-Cyr, J. Degan, C. Dempsey, S. DiMarco, C. Doyle, M. Gawargy, M. Hoddenbagh, A. Kalil, K. Keyhan, M. Kyte, S. Larwill, G. MacDougall, J. Macnab, D. McCutcheon, N. Parker, R. Patterson, S. Preiss, M. Tait-Eburne, J. Tattersall, D. Thibodeau, D. Topp, J. Trakalo, R. Volk, L. Weatherdon

	<b>KEY POINTS/ACTION REQUIRED</b>	<b>Follow-Up Responsibility/ Due Date</b>
<b>1.</b>	<p><b><u>Approval of Agenda</u></b> The agenda was approved as amended.</p> <p><b><u>Approval of Consent Agenda</u></b></p> <p>1.1 <u>Capital Project Summary Report</u> (D. McNair) This item was approved as discussed.</p> <p>1.2 <u>AD15 – Employee Acceptance of Gifts</u> (D. McNair) This item was approved as submitted.</p> <p>1.3 <u>Responsibility Centre Management (RCM) Framework</u> (D. McNair, S. Finnigan) This item was removed from the Consent Agenda for discussion (see item #14).</p> <p><b><u>Upcoming Agenda Items (Add to Agenda Planner)</u></b> The agenda planner was amended as discussed.</p>	
<b>2.</b>	<p><b><u>Approval of Previous Minutes</u></b> Minutes for the May 21<sup>st</sup>, 2014 PC meeting were approved as amended.</p>	
<b>3.</b>	<p><b><u>Business Arising</u></b> No Business Arising items were discussed at this time.</p>	
<b>4.</b>	<p><b><u>Staffing Requests</u></b> No new staffing requests were brought forward at this time.</p>	
<b>5.</b>	<p><b><u>President’s Star Award Nominations</u></b> No President’s Star Award nominations were brought forward at this time.</p>	
<b>6.</b>	<p><b><u>Algonquin Leadership in Education Institute (ALEI) III Presentations</u></b> Members from the Algonquin Leadership in Education (ALEI) Level III cohort presented their Leadership Challenge case studies to President’s Council. Presentations included:</p> <p>6.1 Implementation of Accessibility for Ontarians with Disabilities Act (AODA) 6.2 How Change was Managed Through the Lens of the eText Initiative 6.3 Managing Placements within the Community Studies Department</p> <p>PC members asked follow-up questions and provided feedback to each group of</p>	

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	presenters. PC members will discuss 2014/2015 ALEI III practicum topics at the June 17 <sup>th</sup> PC meeting.	<b>PC Jun 17</b>
<b>7.</b>	<p><b><u>Digital Strategy/Vital Source</u></b> G. MacDougall and L. Weatherdon provided PC members with an update on the eReader collaborative project between Pearson, Nelson, Kivuto and Algonquin. Discussion highlights included background information, progress made to date, potential future projections and the Kivuto Letter of Intent (LOI). Questions, clarification and suggestions followed, including a recommendation to develop a comprehensive Business Plan for this initiative. Next steps were discussed. The LOI will be circulated amongst PC members for review and feedback. This item will return to PC for further review.</p>	<b>G. MacDougall PC members PC Jul 02</b>
<b>8.</b>	<p><b><u>College Technology Committee (CTC) Update</u></b> G. MacDougall, M. Gawargy, S. Preiss and J. Macnab discussed and demonstrated how automation requests to the Information Technology (IT) Applications team are prioritized and how the status of projects are reported to CTC. Discussion included current processes, and possible future improvements. The submission process for requests will be shared with the College community through the CTC website and/or via a college-wide communication. Questions, clarification and suggestions followed. As recommended, this item will return to PC on a monthly basis as an information item for the purpose of updating the executive team.</p>	<b>G. MacDougall  PC Aug 20</b>
<b>9.</b>	<p><b><u>Scenario-Based Planning</u></b> D. Topp, M. Gawargy and J. Tattersall updated President’s Council on progress related to Scenario Planning including a review of the initial output layouts (graphical and numerical), data model assumptions and input parameters in preparation for the September Board of Governors (BoG) Retreat. Questions and feedback followed. Next steps were discussed, including recommendations to recall this item to PC on July 02 (update), August 20 (scenarios discussion) and September 10 (preparation for the Board of Governors Retreat).</p>	<b>PC Jul 02 PC Aug 20 PC Sep 10</b>
<b>10.</b>	<p><b><u>Strategic Investment Priorities (SIP) Pool review</u></b> C. Dempsey and D. McNair presented a review of the Strategic Investment Priorities (SIP) pool. Discussion included: the 2013/2014 SIP Project Expenditures and recommended carry forward funds; an updated “SIP Source of Funds” schedule for Q1 2014/2015; the estimated capacity for 2014/2015 projects as at Q1, and; the process to review and update Q1 SIP projections. Clarification and questions followed. Overall recommendations were reviewed</p>	

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	and approved as discussed; this item will be recalled to the July 02 <sup>nd</sup> PC meeting for review/approval of additional SIP requests, as received from each area (maximum two per area).	PC Jul 02
<b>11.</b>	<b><u>College Leadership Council (CLC) Agenda Review (June 19)</u></b> S. DiMarco presented PC members with a draft CLC agenda for review and discussion. Comments and suggestions for the agenda followed. S. DiMarco will make amendments and revise the agenda accordingly.	<b>S. DiMarco</b>
<b>12.</b>	<b><u>Mandatory Legislated Training</u></b> This item was recalled from the May 13 <sup>th</sup> PC meeting for the purpose of providing clear direction regarding compensation for part-time faculty to complete mandatory legislative training. Discussion followed, as well as a recommendation for consistency across campuses. G. Barker and C. Brulé will meet to review and discuss this item.	<b>G. Barker C. Brulé</b>
<b>13.</b>	<b><u>Information Items</u></b> <i>(info items that do not require approval or discussion)</i> 13.1 <u>Q4 Financial Report</u> (D. McNair) This information was received as submitted. 13.2 <u>Domtar Lands Update</u> (D. Wotherspoon) This information was received as submitted.	
<b>14.</b>	<b><u>Responsibility Centre Management (RCM) Framework</u></b> PC members discussed considerations for the Responsibility Centre Management (RCM) framework in terms of: implementation, staffing, timelines, the Enterprise Resource Planning (ERP) initiative, and commitments to the Board of Governors (BoG). Feedback and suggestions followed. This information will be revised and recalled to the July 02 PC meeting for approval.	<b>PC Jul 02</b>

The meeting adjourned at 1:28 p.m.