

**President’s Council  
Wednesday, July 02, 2014  
Rosser Boardroom  
8:00 a.m. – 1:00 p.m.**

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

**REGRETS:** D. Wotherspoon

**GUESTS:** C. Brennan, R. Clayton (KPMG), C. Dempsey, S. DiMarco, M. Gawargy, S. Finnigan, A. Newman (KPMG), D. Topp

	<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>CBC Update including SIP review</u> (D. McNair, C. Dempsey, L. Rees) This item was removed from the Consent Agenda for further discussion (see item #14).</p> <p>1.2 <u>Algonquin Leadership in Education (ALEI) III Candidate Selection</u> This item was approved as submitted.</p> <p>1.3 <u>AC05 Animal Service Policy Approval</u> This item was approved as submitted.</p> <p>The agenda planner was amended as discussed.</p>	
<b>2.</b>	<p><b><u>Approval of Previous Minutes</u></b> Minutes for the June 17<sup>th</sup>, 2014 PC meeting were approved as amended.</p>	
<b>3.</b>	<p><b><u>Business Arising</u></b> G. Barker confirmed that the Algonquin Leadership in Education (ALEI) III suggestions for future topics were forwarded to the planning committee for consideration and future recommendation.</p>	
<b>4.</b>	<p><b><u>Staffing Requests</u></b> L. Stanbra proposed the creation of a new position under the Student Services portfolio to support the College’s strategic plan for growth in the international and off-shore markets. Questions and clarification followed. Recommendations were reviewed, discussed and supported. L. Stanbra, D. Wotherspoon and E. Hollebhone will meet for further discussion and forward an implementation plan to G. Barker.</p>	<b>L. Stanbra, D. Wotherspoon, E. Hollebhone G. Barker</b>
<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>Responsibility Centre Management (RCM) Update</u></b> S. Finnigan presented the preliminary budget model and discussed the RCM Allocation methods recommended by the Steering Committee. Clarification and questions followed regarding benefits and challenges of one model over another,</p>	

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	administrative costs, transparency, Service Level Agreements (SLAs), the International Education Centre (IEC), Physical Resources, space management, and timelines. Feedback and guidance was provided; PC accepted the suggested recommendations as presented. This item will return to PC on August 27 <sup>th</sup> for the purpose of discussing the RCM approach to implementing SLAs and metrics to non-academic departments.	<b>PC Aug 27</b>
<b>7.</b>	<p><b><u>KPMG – Education Program Effectiveness Report</u></b> A. Neuman and R. Clayton presented PC with an approach to move forward with the Education Program Efficiency Review from the pilot stage to a full College-wide review (Phase II). Resources, structure, timelines, benefits, measures and next steps were discussed. PC clarified that this initiative has been structured as an Applied Research project, tied to our academic mission, therefore there was no need to undertake a competitive procurement process. PC endorsed this initiative as discussed. This item will return to PC in August for the purpose of reviewing and approving an Applied Research plan.</p>	<b>PC Aug 27</b>
<b>8.</b>	<p><b><u>Scenario Planning</u></b> D. Topp and M. Gawargy updated President’s Council on progress related to the Scenario Planning exercise for the upcoming Board of Governors (BoG) Retreat. Three proposed case study scenarios were presented and discussed; PC provided guidance and feedback on the information that was presented. Next steps were reviewed; this item is scheduled to return to PC on August 20<sup>th</sup>.</p>	<b>PC Aug 20</b>
<b>9.</b>	<p><b><u>President’s Breakfast</u></b> C. Brennan presented President’s Council with agenda options and a list of potential emcees for the August 2014 President’s Breakfast. In keeping with the theme of “The Year of Student Success”, it was agreed that C. Brennan will review the preparation process, consider feedback provided by PC and potentially enhance the event by including a “Summer Highlights” section in the overall format.</p>	<b>C. Brennan</b>
<b>10.</b>	<p><b><u>2015/2016 Business Plan Review</u></b> S. DiMarco provided PC members with an updated 2015/2016 Business Plan. Discussion highlights included the need to finalize incomplete sections of the document as well as next steps leading up to the Board of Governors (BoG) Retreat. S. DiMarco and D. Wotherspoon will review the Business Plan with the new President upon commencement of employment. Discussion regarding the</p>	<b>S. DiMarco D. Wotherspoon</b>

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	Board Retreat Agenda will be considered and scheduled between Vice Presidents and the Board Chair.	<b>S. DiMarco</b>
<b>11.</b>	<p><b><u>Information Items</u></b> <i>(info items that do not require approval or discussion)</i></p> <p>11.1 <u>Q1 Freedom of Information (FOI) Update</u> (D. McNair) This information was received as submitted.</p> <p>11.2 <u>Update on eText Initiative/Kivuto</u> (C. Brulé, G. MacDougall) This information was received as submitted.</p>	
<b>12.</b>	<p><b><u>Technology Store Move</u></b></p> <p>L. Stanbra informed PC members that she had learned of plans for the New Technology Store relocating within the College (Connections). Discussion and clarification followed regarding the process for allocating the store's original space.</p>	

The meeting adjourned at 1:06 p.m.