

**President's Council
Wednesday, August 20, 2014
Rosser Boardroom
9:00 a.m. – 4:30 p.m.**

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

REGRETS: D. Wotherspoon

GUESTS: B. Brownlee, M. Campbell, C. Dempsey, D. Donaldson, B. Eburne, M. Gawargy, M. Hoddenbagh, E. Hollebone, G. MacDougall, P. Mackie, R. Martin, D. McCutcheon, C. Miller, E. Mulvey, J. Ranieri, C. Richards, B. Rothwell, S. Styles, J. Tattersall, D. Topp

	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> <ul style="list-style-type: none"> 1.1 <u>Fall 2014 Convocation - Ceremony Schedule</u> (L. Stanbra) This item was approved as submitted. 1.2 <u>One year review of Spiritual Centre Policy SA15</u> (L. Stanbra) This item was approved as submitted. 1.3 <u>Hiring Guideline – Business Administrators</u> (D. McNair, G. Barker) This item was approved as submitted. 1.4 <u>50th Anniversary – Draft Themes & Next Steps Report</u> (E. Hollebone) Draft Themes were approved to present at the President's Breakfast, however, this item was removed from the Consent Agenda for further discussion regarding fundraising, sponsorship and prospect management. This item was deferred to PC August 27. <p>The agenda planner was amended as discussed.</p>	PC Aug 27
2.	<p><u>Approval of Previous Minutes</u> Minutes for the July 02, 2014 PC meeting were approved as presented.</p>	
3.	<p><u>Business Arising</u> L. Stanbra reviewed the staffing discussion that occurred at the July 02 PC meeting, summarizing key points and action items. A status update was provided; G. Barker will follow-up on the creation of a Job Fact Sheet (JFS) in Financial Aid.</p>	
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> No President's Star Award nominations were brought forward at this time.</p>	
6.	<p><u>Enrolment Discussion</u> B. Eburne and C. Richards provided PC members with an August 15, 2014 estimate of enrolment activity in level 01 and returning students for 2014 Fall. Discussion followed, including trends to watch for, audit date projections,</p>	

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	<p>movement of fee payment deadline impact (minor to none), and student payment options (i.e. wire transfer) with subsequent outcomes. Feedback and suggestions were provided. A “Day 10” forecast report is forthcoming and in order to generate this information more efficiently, the creation of a computer-generated program is under consideration (feedback on how this report should look was requested from PC members). A “Day 1” Count report will be forwarded to PC on September 03 for review and consideration. Additionally, a tentative hold will be placed on the September 10th PC in the event this item requires further discussion.</p>	<p>PC members PC Sep 10</p>
7.	<p><u>Scenario Planning Update</u> D. Topp provided a Scenario Planning update to PC (recalled from PC July 02) in order to review the results of the initial Scenario Planning exercise and give President’s Council an opportunity to provide feedback before the September 3rd and September 20th meetings. President’s Council reviewed the results of three case studies and provided feedback and guidance for desired amendments to the report and presentation. A subsequent suggestion to include engagement and interaction at the Board session was provided. This item will return to PC on September 3rd.</p>	<p>D. Topp PC Sep 03</p>
8.	<p><u>College Leadership Council (CLC) Welcome</u> C. Brulé welcomed CLC members back to campus and summarized key highlights for the coming year. Brief updates were provided by G. Barker on HR-related matters, L. Stanbra on the Strategic Enrolment Management Committee (and the “Here 2 Help” campaign), as well as a request to participate in an Algonquin College “We Day” event (September 8). D. McNair, J. Tattersall, and M. Gawargy highlighted significant physical and IT improvements to the College. A short CLC meeting will be scheduled at end of day on September 2nd to debrief on Day 1 campus activities.</p>	<p>CLC CLC Sep 02</p>
9.	<p><u>Update on Preparations for New School Year</u> J. Tattersall and M. Gawargy provided President’s Council with an update on construction and IT preparations for the start of the Fall semester. Discussion highlights included the Healthy Living Education (HLE) initiative implementation (and the associated budget), IT infrastructure upgrades, as well as the status of Residence room preparations and wireless capability. G. MacDougall also provided an eText initiative update. T. McDougall will forward the status reports</p>	<p>T. McDougall</p>

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	to CLC members for information purposes. President's Council received the information as discussed.	
10.	<p><u>Student's Association (SA) Priorities for 2014/2015</u> C. Miller and M. Campbell provided President's Council with the Students' Association Board of Directors annual priorities. Discussion and feedback followed. President's Council received the report as discussed. L. Stanbra will advise the Student's Association which priority each PC member is assigned as a liaison.</p>	L. Stanbra
11.	<p><u>Oct 23 College Leadership Council Retreat Discussion</u> This item was deferred to the September 24th PC meeting.</p>	PC Sep 24
12.	<p><u>September 03 Retreat Discussion</u> PC members discussed items for the September 3rd PC Retreat agenda. Areas of focus will include the 2015/2016 Business Plan, a Strategic Investment Priorities (SIP) review and discussion, as well as a dry run of the Scenario Planning information that will be presented to the Board of Governors at the September 21-22 Board of Governors Retreat.</p>	
13.	<p><u>Information Items</u> <i>(info items that do not require approval or discussion)</i> 13.1 <u>Q1 Freedom of Information (FOI) Update</u> (D. McNair) This information was received as submitted. 13.2 <u>Update on eText Initiative/Kivuto</u> (C. Brulé, G. MacDougall) This information was received as submitted.</p>	
14.	<p><u>UPass</u> PC members reviewed information regarding the possibility of implementing a UPass initiative at Algonquin College. Discussion highlights included opportunities, challenges and considerations. PC agreed that this is a student-led initiative and that the College will wait until the student referendum is concluded before entering contract negotiations. Clarification regarding participation, survey results and feedback followed. D. McNair and L. Stanbra will follow-up with the appropriate parties.</p>	D. McNair, L. Stanbra

The meeting adjourned at 1:52 p.m.