

**President's Council  
Wednesday, October 08, 2014  
Rosser Boardroom  
8:30 a.m. – 4:30 p.m.**

**PRESENT:** C. Jensen (Chair). C. Brulé, G. Barker, E. Hollebhone, D. McNair, L. Stanbra, D. Wotherspoon, T. McDougall (recorder)

**GUESTS:** S. DiMarco, G. MacDougall

	<b>KEY POINTS/ACTION REQUIRED</b>	<b>Follow-Up Responsibility/ Due Date</b>
1.	<p><b><u>Approval of Agenda</u></b> The agenda was approved as amended.</p> <p><b><u>Approval of Consent Agenda</u></b> 1.1 No items were brought forward at this time The agenda planner was amended as discussed.</p>	
2.	<p><b><u>Information Items</u></b> <i>(info items that do not require approval or discussion)</i> 2.1 No items were brought forward at this time.</p>	
3.	<p><b><u>Approval of Previous Minutes</u></b> The September 10<sup>th</sup>, 17<sup>th</sup>, 24<sup>th</sup>, and October 01<sup>st</sup>, 2014 PC meeting minutes were approved as submitted.</p>	
4.	<p><b><u>Business Arising</u></b> No items were brought forward at this time.</p>	
5.	<p><b><u>Staffing Requests</u></b> No new staffing requests were brought forward at this time. Discussion followed regarding communication to the College community regarding all full-time hires.</p>	<b>HR</b>
6.	<p><b><u>President's Star Award Nominations</u></b> President's Council approved the Star Award nomination as submitted. Discussion followed regarding nominations; it was agreed that nominations at the PC-level will not be considered/submitted.</p>	
7.	<p><b><u>eReader/Kivuto Project Update</u></b> G. MacDougall provided an update on the current status of the eText roll out and the collaborative Algonquin / Pearson / Nelson / Kivuto eReader project. Discussion highlights included next steps and various participation model options and contractual partnerships. Discussion and clarification followed. PC is supportive of participating in the project pending a Phase I eText Report and Pearson Business Case review.</p>	<b>G. MacDougall</b>
8.	<p><b><u>2015/2016 Business Plan Finalization</u></b> President's Council reviewed the latest version of the 2015/16 Business Plan, in preparation for review and feedback at the October 23 CLC Strategic Planning Retreat. Amendments were suggested. A revised document incorporating PCs</p>	<b>S. DiMarco</b>

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	suggestions will be provided as part of the October 14 Board of Governor’s meeting.	
9.	<p><b><u>CLC Strategic Planning Retreat (Oct 23) Finalization</u></b> PC members reviewed the CLC Strategic &amp; Business Planning overview provided by S. DiMarco. Discussion highlights included PCs expected outcomes of the retreat, Business Plan gap and capacity analysis, table exercises and opportunities for engagement. Discussion followed. After comments and suggestions from PC have been received, S. DiMarco will forward an overview agenda to CLC members (October 09); distribution of a 2015/2016 revised Business Plan will follow the week of October 13<sup>th</sup>. This item will return to PC October 15 for final review.</p>	<p><b>S. DiMarco</b>  <b>PC Oct 15</b></p>
10.	<p><b><u>Identifying Key themes to discuss at the November 02-03 PC Retreat</u></b> PC brainstormed themes to be discussed at the November 02-03 PC Retreat. T. McDougall will distribute a compiled list of suggestions for comment and feedback.</p>	<p><b>T. McDougall</b></p>
11.	<p><b><u>Algonquin Crest Implementation Plan</u></b> PC members discussed the potential rejuvenation of the Algonquin Crest/Coat of Arms . Discussion highlights included a possible strategy for its usage, community engagement, SIP funding, implementation, and terminology. PC members were encouraged to email further comments to the President.</p>	<p><b>PC members</b></p>
12.	<p><b><u>International Update</u></b> PC members received a brief “International” status update from D. Wotherspoon. A revised Board of Governors meeting slide deck will be forwarded to PC members; feedback should be directed to D. Wotherspoon.</p>	<p><b>PC members</b></p>
13.	<p><b><u>Ottawa Senators Suite Distribution</u></b> PC members reviewed their Ottawa Senators hockey game suite distribution lists to ensure invitations to key community partners were not overlooked.</p>	
14.	<p><b><u>“Area Academic Council /College Leadership Council/Payband 11+” meeting November 18 , 2014</u></b> The President discussed her intention to hold an “all Administration” meeting immediately following each Board of Governors meeting, for the purpose of updating Administration staff on Board discussions. Attendees will include all Administration staff across the College (Payband 8 and up). CLC will be informed of this directive at the October 23<sup>rd</sup> CLC meeting, followed by a notice to all Administrative staff. The first “all-Admin” meeting will be scheduled for December 09. T. McDougall will speak with C. Brulé regarding the November 18<sup>th</sup> meeting.</p>	<p><b>T. McDougall</b> <b>S. DiMarco</b>  <b>T. McDougall</b></p>

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<p><b>15.</b></p>	<p><b><u>Sponsorship Guidelines of External Events/Gala’s</u></b> Discussion occurred regarding College sponsorship of events and galas and how to centralize the coordination of incoming requests and document all current events so that the College can optimize its strategic impact of engaging in these activities. PC members agreed to have all requests and current events forwarded to the Community Partnerships and Engagement Department (J. Daly-Cyr). A standardized template will need to be prepared. A comprehensive list of current events will be provided to PC. In addition, once new requests have been reviewed and evaluated, recommendations will be forwarded to PC for their review and approval.</p>	<p><b>J. Daly-Cyr PC members</b></p>
<p><b>16.</b></p>	<p><b><u>Employee Engagement Survey Communication Plan</u></b> G. Barker advised PC members that the Algonquin College Fall Employee Engagement Survey will be somewhat delayed. A search is underway for a new company (to be determined) to facilitate a survey to College staff before the end of the 2014/2015 fiscal year. A communication plan to inform the broader community will be rolled out shortly. In addition, a draft communication plan to update the College community on the status of addressing feedback from the first survey will be provided to PC for feedback.</p>	<p><b>G. Barker</b></p>
<p><b>17.</b></p>	<p><b><u>Q1 Business Update for the Board</u></b> D. Wotherspoon reviewed the Q1 Business Update that will be presented at the October 14, 2014 Board of Governors meeting. Revisions, mitigation strategy, enrolment and budget information were reviewed.</p>	

The meeting adjourned at 4:35 p.m.