President's Council
Wednesday, October 29, 2014
Rosser Boardroom
8:30 a.m. – 4:30 p.m.

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

GUESTS: C. Bonang, J. DelDuca, B. Foulds, L. Furmidge, M. Gawargy, G. Kovacs, S. McCormack, C. Powers, S. Styles, J. Tattersall, D. Topp, J. Willman

		KEY POINTS/ACTION REQUIRED	**Follow-Up Responsibility/ Due Date**

1.		**Approval of Agenda**
		 The agenda was approved as amended.
		 Approval of Consent Agenda
		 1.1 50th Anniversary Update (E. Hollebone)
		      This item was removed for discussion (see item #20).
		 1.2 Remembrance Day Ceremony (E. Hollebone)
		      This item was approved as submitted.
		 The agenda planner was amended as discussed.	

2.		**Information Items** *(info items that do not require approval or discussion)*
		 2.1 CTC monthly Update (C. Brulé)
		      This item was deferred to the November 05th PC meeting.
		 2.2 Ministry Fee Payment Changes Update (L. Stanbra, J. Macnab)
		      This item was received as submitted.
			PC Nov 05

3.		**Approval of Previous Minutes** The October 22nd, 2014 PC meeting minutes were approved as amended.	
4.		**Business Arising** D. McNair recommended that Salesforce presentations be submitted/presented to the College Technology Committee (CTC) before being presented to PC (alternatively, this could be included in a CTC presentation to PC).	**D. Wotherspoon**
5.		**Staffing Requests** No new staffing requests were brought forward at this time.	
6.		**President's Star Award Nominations** President's Council approved the Star Award nomination as submitted.	
7.		**College Budget Committee (CBC) Update** 7.1 I/O Positions for review and approval PC members discussed the listing of new (and extensions of current) I/O positions as part of the 2015/2016 pro-forma budget process for funded and non-funded activities. PC reviewed the recommendations and provided a list of approved positions that will be incorporated into the 2015/2016 pro-forma.	

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	7.2 <u>Review Proposed Budget Solutions and Budget Pressures</u> PC members were presented with a summary of proposed budget solutions and budget pressures for discussion and approval in order to complete the pro-forma budget by October 31, 2014. President's Council approved the summary of budget solutions and budget pressures as presented. 7.3 <u>Schedule of Rates for Internal Services 2015/2016 for Review and Approval</u> PC members were presented with the Schedule of Rates for Internal Services 2015/2016 for approval. Discussion highlights included Locker Rental and Parking fee increases. All recommendations were approved except for the locker fee proposed increases and the Green parking passes. D. McNair will bring back revised proposed adjustments to those fees.	
8.	**Health and Safety** C. Bonang, B. Foulds, L. Furmidge, C. Powers, S. McCormick, S. Styles and J. Tattersall briefed PC on the status of College measures/plans relating to the Ebola Virus Disease (EVD). PC reviewed the briefing, provided additional input and endorsed the measures as discussed. A communiqué has been drafted and will be forwarded to the College community. This item will return to the November 19th PC meeting.	**Advancement** **PC Nov 19**
9.	**Presentation of Advanced Diploma to Richard and Cynthia Nash** President Jensen, members of President's Council and J. Willman presented the Nash family with K. Nash's posthumous Advanced Diploma for Interactive Multimedia Design.	
10.	**NIDMAR Audit** G. Kovacs, J. Swinwood, C. Powers and M. Benkie presented PC members with results of the recently completed audit of the College's current Disability Management program. Presentation highlights included a review of the executive summary (i.e scores, strengths, benefits and areas for improvement), timelines, funding, metrics and next steps. Questions and clarification followed; PC provided additional input and discussed key recommendations. PC requested a management report and plan to provide internal perspective to the auditor's recommendations.	**G. Barker**
11.	**Review of Institutional Research Office (IRO) and Business Intelligence (BI)**	

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	Functionality M. Gawargy and D. Topp presented an assessment to PC members summarizing a review of Institutional Research Office (IRO) and Business Intelligence (BI) functionality within the College. Discussion highlights included a comparison of IRO/BI at other institutions, reporting structure/resources, and current Algonquin functionality in order to support their rationale to increase the functionality of the IRO and BI area. Questions and clarification followed. Recommendations were reviewed and supported.	
12.	**Star Award Presentations** President's Council presented K. Greeley (ITS) with a President's Star Award.	
13.	**Draft November 02-03 President's Council (PC) Retreat Agenda** PC members discussed agenda items for the November 02-03 PC Retreat and identified supplementary pre-reading material for the meeting; T. McDougall will upload suggested documents to the SharePoint site.	**T. McDougall**
14.	**Identify Priorities of KPMG Proposal and Discuss Phase II** PC members reviewed KPMG's proposed Education Program Efficiency Project and discussed a potential Phase II initiative (i.e. engage KPMG to complete this program for all departments and schools at the College). Discussion highlights included past results, CLC feedback, funding and recommendations. PC approved the initiative as discussed.	
15.	**Feedback on New Website** PC members exchanged comments and feedback regarding the new Algonquin College website.	
16.	**Manager's Council** The President informed PC members of her intention to schedule an "All Administrative" meeting following the December 08th Board of Governors meeting. Discussion led to the request of an "Internal College Committees" inventory listing; T. McDougall will ask EAs to update an inventory document provided by C. Brulé.	**T. McDougall**
17.	**New PC Template/Minutes** This item was deferred to a later date.	**PC Nov 12**
18.	**United Way Progress** PC members reviewed progress made to date on the United Way Campaign, as well as feedback received from the Algonquin community. Discussion included participation, communication, messaging, and leadership.	

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19.	**eReader** C. Brulé updated PC members on the status of the eReader initiative including outcomes from the October 27th meeting with Kivuto. This item will be revisited at the November 02 PC Retreat. The President will discuss key elements of the proposed initiative with the Board of Governors Chair.	**C. Jensen**
20.	**50th Anniversary Update** PC members discussed information shared at the October 27th Committee of President's (COP) meeting in reference to anniversary celebrations for both Canada (150 years) and Colleges (50 years). Discussion highlights included the identification of dates, establishment of goals, volunteerism versus fundraising, alumni participation / relations, connectivity with other local institutions (Carleton, Ottawa University and La Cité), 40th anniversary budget comparisons and community engagement. This item will be brought back to PC in December for a status update.	**PC Dec 03**

The meeting adjourned at 4:36 p.m.