

**President's Council  
Wednesday, November 12, 2014  
Rosser Boardroom  
9:00 a.m. – 1:00 p.m.**

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

**GUESTS:** J. Aubin, C. Bonang, S. DiMarco, D. Donaldson, P. Fortura, B. Foulds, S. Fraser, M. Gawargy, J. Macnab, R. Heaton, C. Janzen, T. Rossi, J. Tattersall

	<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> 1.1 No items were brought forward at this time. The agenda planner was amended as discussed.</p>	
<b>2.</b>	<p><b><u>Information Items</u></b> <i>(info items that do not require approval or discussion)</i></p> <p>2.1 <u>CTC Monthly Update</u> (G. MacDougall) This item was received as discussed. Clarification and feedback followed. Discussion included committee representation, Q2 projections, modular concepts, survey validity, and a request for stand-alone presentations to PC.</p> <p>2.2 <u>Freedom of Information (FOI) Request #-012-14 Update</u> (D. McNair) This item was received as discussed. Clarification and feedback followed. PC members discussed deferral, late payment increases and communication. D. McNair will gather information and work with E. Hollebhone to draft a response for the Algonquin Times.</p> <p>2.3 <u>Isles Update</u> (D. Wotherspoon) This item was received as submitted.</p> <p>2.4 <u>Strategic Planning Process Draft</u> (D. Wotherspoon) This item was received as discussed. Questions and clarification occurred regarding the preference of a five-year (versus a three-year) plan. Suggestions followed regarding timing for the foundation phase, a possible planning retreat in March and the coordination of efforts to support the steering and advisory committees. This item will go forward to the December 08<sup>th</sup> Board of Governors meeting.</p> <p>2.5 <u>CLC Retreat Business Plan Follow-up</u> (D. Wotherspoon) This item was received as submitted.</p>	<p><b>C. Brulé</b></p> <p><b>D. McNair</b></p> <p><b>BoG Dec 08</b></p>
<b>3.</b>	<p><b><u>Approval of Previous Minutes</u></b> The October 29<sup>th</sup> and November 5<sup>th</sup>, 2014 PC meeting minutes were deferred to the November 19<sup>th</sup> PC meeting.</p>	<b>PC Nov 19</b>
<b>4.</b>	<p><b><u>Business Arising</u></b> No Business Arising items were brought forward at this time.</p>	
<b>5.</b>	<p><b><u>Staffing Requests</u></b> No new staffing requests were brought forward at this time.</p>	
<b>6.</b>	<p><b><u>President's Star Award Nominations</u></b> No President's Star Award nominations were brought forward at this time.</p>	

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7.	<p><b><u>Enterprise Risk Management (ERM) Policy and Guideline – Draft</u></b> M. Gawargy, T. Rossi, J. Tattersall and C. Bonang presented a draft Enterprise Risk Management Policy &amp; Guideline to PC members for review and comment. Feedback and suggestions were provided including suggested speaking points for the Board, specifically the material advancement of maturity as a College by adopting Enterprise Risk Management. Amendments will be made and a revised draft will be provided to PC for approval. This item will return to PC in one year for review as per new policy guidelines.</p>	<p><b>PC Nov 19 PC Nov 2015</b></p>
8.	<p><b><u>Program Updates:</u></b> 8.1 <u>Program Approval: Paralegal, Ontario College Graduate Certificate (OCGC)</u> D. Donaldson, J. Aubin and P. Fortura presented the Paralegal Ontario College Graduate Certificate (OCGC) program to PC members for approval. D. Donaldson provided enrolment projections, intake information, faculty resources, and online program options. Questions and clarification followed. PC supported this recommendation; this information will be presented to the November 20<sup>th</sup> Academic and Student Affairs Committee for approval.  8.2 <u>Title Changes: Diagnostic Medical Ultrasonography Ontario College Graduate Certificate (OCGC)</u> B. Foulds presented a case to modify the current Health and Community Studies Ontario College Graduate Certificate program title of “Diagnostic Medical Ultrasonography” to “Diagnostic Medical Sonography”. Questions and clarification followed; messaging was discussed. PC supported this recommendation; this information will be presented to the November 20<sup>th</sup> Academic and Student Affairs Committee for approval.  8.4 <u>Title Changes: GAS –Introduction to Concept Art Ontario College Certificate (OCC)</u> R. Heaton introduced a title change to modify the current General Arts &amp; Science Ontario College Certificate program title of “Introduction to Concept Art” to “Concept Art Foundations”. Questions and clarification followed. PC supported this recommendation; this item will be presented to the November 20<sup>th</sup> Academic and Student Affairs Committee for approval.</p>	<p><b>ASAC Nov 20</b></p> <p><b>ASAC Nov 20</b></p> <p><b>ASAC Nov 20</b></p>
9.	<p><b><u>Enrolment Discussion</u></b> J. Macnab and P. Fortura presented the Fall 2014 Audit Date full-time activity comprehensive enrolment report and the Full-time Post-Secondary and Graduate Certificate Programs Report. Discussion included variance from 2013 to 2014, distribution of withdrawal numbers by program, and revenue versus enrolment impact. Suggestions were offered for consideration. This item will return to PC for an update at the December 10<sup>th</sup> PC meeting.</p>	<p><b>PC Dec 10</b></p>
10.	<p><b><u>December 08<sup>th</sup> Board of Governors Draft Agenda Review, and New Template / Management Report Review</u></b></p>	

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	<p>PC members reviewed the December 08<sup>th</sup> Board of Governors draft agenda. Feedback was provided; S. DiMarco will make amendments and distribute accordingly.</p> <p>S. DiMarco presented a new Management Summary Report template for consideration. Feedback and suggestions were offered for consideration. Implementation of the new format will be targeted for the February 02 Board of Governors Meeting. S. DiMarco will draft and distribute a document guideline.</p>	<p><b>S. DiMarco</b></p> <p><b>S. DiMarco</b></p>
<p><b>11.</b></p>	<p><b><u>New PC Template/Minutes Review</u></b> PC members reviewed the proposed PC Template/Minutes form; suggestions and revisions were provided. T. McDougall will make amendments and review with C. Jensen.</p>	<p><b>T. McDougall</b></p>
<p><b>12.</b></p>	<p><b><u>Town Hall</u></b> PC members discussed moving the December 03<sup>rd</sup> Town Hall meeting to December 17<sup>th</sup>, followed by the Christmas Coffee break. Advancement will action accordingly.</p>	<p><b>Advancement</b></p>
<p><b>13.</b></p>	<p><b><u>Vacation Report</u></b> G. Barker will provide PC members with a current Vacation Report for review and action.</p>	<p><b>PC members</b></p>
<p><b>14.</b></p>	<p><b><u>All Administration Meeting</u></b> PC members discussed feedback received from College Leadership Committee (CLC) members regarding the December 10<sup>th</sup> “All Administration” meeting and the impact of attending both the Board of Governors and the All Administration meetings. The option of using multiple channels was discussed (i.e. video, memo, newsletter, etc...). C. Brulé will discuss with C. Jensen. L. Stanbra will raise this item at the November 18<sup>th</sup> CLC meeting.</p>	<p><b>CLC Nov. 18</b></p>

The meeting adjourned at 1:03 p.m.