

PRESIDENT’S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 18 th , 2015	Agenda Item Number (For office use only)	1
Topic	Consent Agenda		
Requested By (PC member)	Standing Item	Time Allotted	NA
PC Action Requested	<input type="checkbox"/> Approval (Discussion) <input checked="" type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting <i>(name and title)</i>	D. McNair, VP Finance and Administration S. DiMarco, Executive Administrator		
Attachments <i>(as read-ahead material)</i>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	1.1 <u>Update on Investment in eReader Joint Venture- Draft BoG Report</u> (D. McNair) 1.2 <u>April 13 BoG Agenda</u> (S. DiMarco)	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	THAT President’s Council approve the information as submitted.		
PC Decision	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input checked="" type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <i>(completed during PC meeting)</i>	<ul style="list-style-type: none"> Item #1.1 was removed for discussion and feedback. C. Jensen will consult with the Board Chair to determine if this item can go forward to the April 13 Board of Governors meeting as a Consent Agenda item. Item #1.2 was removed for discussion and feedback. Amendments will be made to the document prior to distribution. D. Wotherspoon confirmed that International financial information (i.e. Jazan) will be presented at the June Board meeting. Item #1.3 was removed for discussion. PC agreed with the recommendations as submitted. 		

PRESIDENT’S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 18 th , 2015	Agenda Item Number (For office use only)	2
Topic	Information Items		
Requested By (PC member)	Standing Item	Time Allotted	5 min
PC Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting <i>(name and title)</i>	NA		
Attachments <i>(as read-ahead material)</i>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	02.1 BG-1-01 Responsibilities of the BOG (S. DiMarco)	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	THAT President’s Council receive the information as submitted.		
PC Decision	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input checked="" type="checkbox"/> Approved as amended (see below) <input checked="" type="checkbox"/> Referred to <u>C. Brulé</u> (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <i>(completed during PC meeting)</i>	C. Brulé will forward feedback to S. DiMarco.		

PRESIDENT’S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 18 th , 2015	Agenda Item Number (For office use only)	3
Topic	February 25 and March 11, 2015 Minutes		
Requested By (PC member)	Standing item	Time Allotted	5 min
PC Action Requested	<input type="checkbox"/> Approval (Discussion) <input checked="" type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting <i>(name and title)</i>	T. McDougall, EA to the President		
Attachments <i>(as read-ahead material)</i>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	3.1 February 25, 2015 Minutes 3.2 March 11, 2015 Minutes	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	THAT PC review and approve the February 25, 2015 and March 11, 2015 President’s Council Minutes.		
PC Decision	<input type="checkbox"/> Received for Information <input checked="" type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <i>(completed during PC meeting)</i>	The February 25 and March 11 minutes were approved as submitted.		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 18 th , 2015	Agenda Item Number (For office use only)	4
Topic	Business Arising		
Requested By (PC member)	Standing Item	Time Allotted	5 min
PC Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting <i>(name and title)</i>	NA		
Attachments <i>(as read-ahead material)</i>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input type="checkbox"/> Other: Information to be posted	NA	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	<p>THAT President's Council members provide follow up information and updates to items from previous PC meetings.</p>		
PC Decision	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <i>(completed during PC meeting)</i>	<ul style="list-style-type: none"> • A previously approved Star Award nomination was recalled for further discussion (BR); it was confirmed as approved. • PC briefly discussed Strat Plan sessions (dates, content and guest speaker) in order to align with other department's events. D. Wotherspoon to provide details on the June 4th session as soon as this is available. 		

PRESIDENT’S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 18 th , 2015	Agenda Item Number <small>(For office use only)</small>	5
Topic	Sexual Assault / Sexual Violence Policy		
Requested By (PC member)	L. Stanbra	Time Allotted	30 min.
PC Action Requested	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting <small>(name and title)</small>	C. Bonang, Associate Director, Safety, Security & Emergency Management L. Stanbra, Vice President, Student Services		
Attachments <small>(as read-ahead material)</small>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	Appendix 1 – Colleges Ontario Template (Track Changes) Appendix 2- AC Draft Policy (Track Changes) Appendix 3 – Ontario Action Plan “It’s Never Okay”	
Recommendation <small>(please provide PC your recommendation requiring approval)</small>	THAT President’s Council (PC) review the draft Sexual Assault / Sexual Violence Policy and provide guidance and feedback to facilitate final approval by March 25, 2015 in order to meet the Colleges Ontario (CO) deadline of March 31st to have an approved policy posted.		
PC Decision	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input checked="" type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>PC Mar 25</u> (Date) <input checked="" type="checkbox"/> Report Back By <u>L. Stanbra</u> (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <small>(completed during PC meeting)</small>	PC members approved the policy as discussed with minor recommendations. This item will be recalled to PC March 25 as a consent agenda item.		

PRESIDENT’S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 18 th , 2015	Agenda Item Number (For office use only)	6
Topic	Responsibility Center Management – 2015/16 Model for RCM		
Requested By (PC member)	D. McNair C. Brulé	Time Allotted	45 Minutes
PC Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting <i>(name and title)</i>	Sandra Finnigan, Finance Manager, RCM Project		
Attachments <i>(as read-ahead material)</i>	<input checked="" type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Memo attached to Minutes form	06.0 PC Transmittal March 18 2015 15-16 Model for RCM (2) 06.1 Revenue model- Budget 2015 2016 March 11 2015 06.2 Subvention formula B 2015 2016 06.3 RCM Model 2015 2016 March 18 2015 PC	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	THAT President’s Council endorse the RCM Model for F2015-2016 based on assumptions provided.		
PC Decision	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>PC TBD</u> (Date) <input checked="" type="checkbox"/> Report Back By <u>C. Brulé & D. McNair</u> (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <i>(completed during PC meeting)</i>	PC members accepted the report as presented. C. Brulé and D. McNair will return to PC with a risk mitigation strategy (date to be determined).		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 18 th , 2015	Agenda Item Number (For office use only)	7
Topic	Draft BoG Residence Brief and Read Ahead Package		
Requested By (PC member)	L. Stanbra, D. McNair	Time Allotted	30 min
PC Action Requested	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting <i>(name and title)</i>	J. Tattersall, Director Physical Resources S. Styles, Director Student Support Services B. Walker-Reid, Campus Living Centres		
Attachments <i>(as read-ahead material)</i>	<input checked="" type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	Draft outline brief Draft read ahead package Outline slide deck	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	THAT PC approve the draft brief and read ahead package for the April 8, 2015 Residence Education Brief to the Board of Governors		
PC Decision	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input checked="" type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <i>(completed during PC meeting)</i>	PC members provided feedback to refine the Board of Governors presentation and support documentation. The group will return on March 25 for the final dry-run of presentations.		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 18 th , 2015	Agenda Item Number (For office use only)	8
Topic	Preview of new eReader application		
Requested By (PC member)	Claude Brulé	Time Allotted	15 min.
PC Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting <i>(name and title)</i>	G. MacDougall, Director, Learning & Teaching Services		
Attachments <i>(as read-ahead material)</i>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	This will be a live demonstration.	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	THAT PC accepts this report for information.		
PC Decision	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <i>(completed during PC meeting)</i>	PC accepted this report as presented.		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 18 th , 2015	<small>Agenda Item Number (For office use only)</small>	10
Topic	Performance Appraisal System		
Requested By (PC member)	C. Jensen	Time Allotted	15 min
PC Action Requested	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting <small>(name and title)</small>	C. Jensen, President		
Attachments <small>(as read-ahead material)</small>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input type="checkbox"/> Other: Information to be posted	Verbal report	
Recommendation <small>(please provide PC your recommendation requiring approval)</small>	<p>THAT PC have a consistent approach to documenting performance appraisals and agree upon a schedule of meetings and final document submission.</p>		
PC Decision	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <small>(completed during PC meeting)</small>	<p>PC will use an excel spreadsheet or reasonable facsimile this year for performance evaluations. Discussions will occur regarding Halogen once the new VP HR is in place. VP's will determine a reporting system for their direct reports.</p>		

PRESIDENT’S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 18 th , 2015	<small>Agenda Item Number (For office use only)</small>	11
Topic	Summarized CLC Re-org discussion		
Requested By (PC member)	C. Jensen	Time Allotted	10 min
PC Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting (name and title)	PC members		
Attachments (as read-ahead material)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	Verbal report	
Recommendation (please provide PC your recommendation requiring approval)	<p>THAT PC review and discuss the Re-Org exercise comments from the February 26 CLC meeting.</p>		
PC Decision	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during PC meeting)	<p>This information will be used as a “launch pad” for the Executive Search firm at the CLC retreat. PC members received this information as submitted.</p>		

PRESIDENT’S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 18 th , 2015	<small>Agenda Item Number (For office use only)</small>	12
Topic	CBC Town Hall – Stopping Radicalization		
Requested By (PC member)	Doug Wotherspoon	Time Allotted	5 min
PC Action Requested	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting <small>(name and title)</small>	Doug Wotherspoon, VP International, Communications and Strategic Priorities		
Attachments <small>(as read-ahead material)</small>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	Correspondence from CBC’s Christine Maki about Town Hall event on Stopping Radicalization	
Recommendation <small>(please provide PC your recommendation requiring approval)</small>	THAT PC approves a representative of the College participate as a member of the panel at the Town Hall event.		
PC Decision	<input type="checkbox"/> Received for Information <input checked="" type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <small>(completed during PC meeting)</small>	PC members agreed to accept this invitation. The College will be represented by C. Jensen; D. Wotherspoon will convey acceptance of their invitation to CBC.		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 18 th , 2014	Agenda Item Number (For office use only)	13
Topic	BOG Strategic Plan Update		
Requested By (PC member)	Doug Wotherspoon	Time Allotted	5 min
PC Action Requested	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting <i>(name and title)</i>	Doug Wotherspoon, VP International, Communications and Strategic Priorities		
Attachments <i>(as read-ahead material)</i>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	13.0 PC Agenda 150318 Strategic Plan Update and BOG Guiding Principles Overview	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	THAT PC provide feedback on the 9 Guiding Principles and update PC on the Strategic Planning efforts		
PC Decision	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>PC Mar 25</u> (Date) <input checked="" type="checkbox"/> Report Back By <u>D. Wotherspoon</u> (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <i>(completed during PC meeting)</i>	PC members received this information as submitted. This item will be brought back to the March 25 th PC meeting.		

PRESIDENT’S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 18 th , 2015	Agenda Item Number (For office use only)	14
Topic	Advisory Committee Chair Breakfast		
Requested By (PC member)	C. Jensen	Time Allotted	5 min
PC Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting <i>(name and title)</i>	C. Jensen, President		
Attachments <i>(as read-ahead material)</i>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	Discussion only.	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	<p>THAT PC review and discuss a proposed breakfast event for Advisory Committee Chairs.</p>		
PC Decision	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <i>(completed during PC meeting)</i>	<p>C. Jensen informed PC of her intention to schedule a “Chair, Program Advisory Council” breakfast. This opportunity can/will also be used as a Strategic Planning Session. A session with the Foundation, the Students’ Association and the Executive was also discussed.</p>		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 18 th , 2015	Agenda Item Number (For office use only)	15
Topic	School of Hospitality and Tourism Field Placement		
Requested By (PC member)	C. Jensen	Time Allotted	15 min
PC Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting <i>(name and title)</i>	Doug Wotherspoon, VP International, Communications and Strategic Priorities		
Attachments <i>(as read-ahead material)</i>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	Discussion only.	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	THAT PC be informed of a situation that took place during a School of Hospitality and Tourism work placement.		
PC Decision	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>PC Mar 25</u> (Date) <input checked="" type="checkbox"/> Report Back By <u>C. Brulé</u> (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <i>(completed during PC meeting)</i>	PC members discussed a School of Hospitality and Tourism international work placement. C. Brulé will report back to PC with a status update and suggested next steps.		