

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	September 16, 2015	Agenda Item Number (For office use only)	1
Topic	Consent Agenda Items		
Requested By (PC member)	Various PC members	Time Allotted	10 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>	C. Brulé, SVP Academic D. Wotherspoon, VP International, Communications & Strategic Priorities L. Stanbra, VP Student 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	1.1 Directive Review: AD-16 – PCI-DSS (Payment Card Industry – Data Security Standards) (D. McNair) <i>deferred to October 21</i> 1.2 AEF Competitive Proposal Approval (C. Brulé) 1.3 President's Star Award Sharique Faiz (D. Wotherspoon) 1.4 President's Star Award Helena Marriam (D. Wotherspoon) 1.5 SEM Governance Proposal Changes (L. Stanbra, C. Brulé) 1.6 September 02, 2015 PC Minutes (T. McDougall) 1.7 RedBlacks Sponsorship (C. Brulé)	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	THAT President's Council approve the Consent Agenda items.		
PC Decision	<input type="checkbox"/> Received for Information <input checked="" 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 1.2 was removed for further discussion and clarification. PC approved pending completion of information. C. Brulé will forward a final proposal to PC upon submission (deadline: October 30). • Item 1.7 was removed for further discussion. PC approved the 2015/2016 sponsorship contract as discussed. • All remaining items were approved as submitted. 		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	September 16, 2015	Agenda Item Number (For office use only)	2
Topic	Information Only Agenda Items		
Requested By (PC member)	Various PC members	Requested By (PC member)	10 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>	C. Brulé, SVP Academic D. Wotherspoon, VP International, Communications & 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 <div style="margin-left: 400px;"> 2.1 ecampusOntario (C. Brulé) 2.2 HLE Speaker Series (D. Wotherspoon) </div>		
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	THAT President's Council receive the information as submitted.		
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>	The information items were approved as submitted.		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	September 16, 2015	Agenda Item Number (For office use only)	3
Topic	Business Arising		
Requested By (PC member)	D. McNair, C. Frederick	Requested By (PC member)	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>	D. McNair, VP Finance & Administration C. Frederick, VP HR		
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	No documentation available	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	THAT President's Council discuss any "Business Arising" items.		
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"> • 2015 Christmas closure: CLC will be asked for their input regarding implications of closing the College at noon on December 24th (C. Frederick to action). Sidenote: S. Anderson will discuss rescheduling the Christmas Coffee Break with J. DelDuca. • CLC agendas will be added to the PC planner for review. 		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	September 16, 2015	Agenda Item Number (For office use only)	4
Topic	Tiger Team Priorities		
Requested By (PC member)	C. Frederick	Time Allotted	30 min
PC Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting (name and title)	C. Baron, Professor, Police & Public Safety Institute		
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	04.0 2015 PC Transmittal EES September 30 2015 04.1 2015 Agenda Employee Engagement Open Forum held on September 30, 2015	
Recommendation (please provide PC your recommendation requiring approval)	<p>THAT President's Council receive an update from C. Baron on the Top Three priorities identified by the Tiger Team and to approve the format for the Employee Engagement Open Forum. Proposed agenda attached.</p>		
PC Decision	<input checked="" 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 (completed during PC meeting)	PC members provided feedback on the Tiger Team report as presented. C. Baron will incorporate comments and suggestions to the Employee Engagement Town Hall presentation as discussed. In-person facilitation has been arranged for the feedback portion of the Town Hall at both the Perth and Pembroke campuses.		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	September 16, 2015	Agenda Item Number (For office use only)	5
Topic	Print Policy Review		
Requested By (PC member)	D. McNair	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 (name and title)	B. Brownlee, Director – College Ancillary Services		
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		
Recommendation (please provide PC your recommendation requiring approval)	THAT President's Council review, recommend changes and approve the Print Policy.		
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>DDC and CLC</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 (completed during PC meeting)	PC approved the Print Policy as amended (minor formatting edits from C. Brulé). B. Brownlee will bring the Policy to the College Leadership Council (CLC), and then to the Dean and Directors Council (DDC). Dates for both committees (CLC and DDC to be determined).		

PRESIDENT’S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	September 16,2015	Agenda Item Number (For office use only)	6
Topic	Healthy Living Education Project – Update and Next Steps		
Requested By (PC member)	C. Brulé	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 (name and title)	B. Foulds, Dean Faculty of Health, Public Safety and Community Studies P. Rouble, Associate Director, Physical Resources S. Dulmage, Build Green-Solutions. Windmill Development		
Attachments (as read-ahead material)	<input checked="" type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input type="checkbox"/> <input type="checkbox"/> Other: Information to be posted	06.0 PC Transmittal for HLE-2015-09-16-version2 06.1 Presentation to PC - HLE - 2015-09-16b - Update+NextSteps 06.2 Ontario Community Hubs Action Plan Released	
Recommendation (please provide PC your recommendation requiring approval)	THAT President’s Council approve the revised HLE governance structure and project next steps.		
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 (completed during PC meeting)	B. Foulds provided PC with an update of the HLE initiative. Discussion highlights included proposed changes to the Steering Committee as outlined in the Governance Framework model. Suggestions were made for presentation to the Board of Governors in Spring 2016.		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	September 16, 2015	Agenda Item Number (For office use only)	7
Topic	Education Program Efficiency Applied Research Project		
Requested By (PC member)	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 (name and title)	D. McNair, Vice-President, Finance and Administration		
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	07.0 PC Transmittal - Education Program Efficiency Applied Research Project - 16sep2015 07.0 PC Transmittal - Education Program Efficiency Applied Research Project - 16sep2015	
Recommendation (please provide PC your recommendation requiring approval)	THAT President's Council receives this project update for information.		
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>D. McNair</u> (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during PC meeting)	PC accepted the report as submitted. Clarification and feedback followed. Resourcing was discussed and clarified. Information will be shared as appropriate. D. McNair will clarify with KPMG that the project should be student-centric. This item will be recalled to PC at a later date (TBD).		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	September 16, 2015	Agenda Item Number (For office use only)	8
Topic	Access Copyright Agreement		
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 (name and title)	S. Styles, Director, Student Support Services T. Thornton, Manager of Library		
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	08.0 PC Transmittal Access Copyright - Sept 16, 2015 08.1 Access Copyright overview for PC Sept 16, 2015	
Recommendation (please provide PC your recommendation requiring approval)	THAT Algonquin College discontinue the Access Copyright Licence as of December 31 st , 2015 replacing the oversight of copyright material with in-house resources at a reduced cost.		
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 Sep 23</u> (Date) <input checked="" type="checkbox"/> Report Back By <u>L. Stanbra</u> (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during PC meeting)	PC discussed the proposal as submitted; more information was requested before a final decision will be made. This item will be recalled to PC Sep 23.		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	September 16, 2015	Agenda Item Number (For office use only)	9
Topic	Fiscal Year 2016/17 Pro-Forma Update		
Requested By (PC member)	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 (name and title)	D. McNair, Vice-President, Finance and Administration C. Dempsey, Director, Finance and Administrative Services C. Janzen, CBC representative		
Attachments (as read-ahead material)	<input checked="" type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input type="checkbox"/> Other: Information to be posted	09.1.0 PC Transmittal 2016-17 Pro Forma Update 09.1.1 Agenda 9.1 PC - Sept 16 2015 Proforma Update 09.2.0 CBC PC Transmittal Update on 2016-17 Budget Solutions 09.2.1 Agenda 9.2 PC - Status of Budget Solutionsv2 09.2.2 Agenda 9.2 PC - Appendix A - Area Targets 2016-17 Proforma	
Recommendation (please provide PC your recommendation requiring approval)	THAT President's Council review and provide feedback on CBC 2016/17 updated pro-forma Funded Activity budget.		
PC Decision	<input checked="" 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> CBC </u> (Group or Person) <input checked="" type="checkbox"/> Deferred to <u> CBC TBD </u> (Date) <input checked="" type="checkbox"/> Report Back By <u> D. McNair </u> (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during PC meeting)	<ul style="list-style-type: none"> • C. Dempsey presented a 2016/2017 Pro Forma update. Information under "Revenue Assumptions" will be amended as per discussed (IT fee, Apprenticeship Enhancement Fund). PC suggested "Other Non-funded activity" be more specific, CBC plans to review Contract Activity and discuss at their next meeting; Deans and Directors of these departments will be informed accordingly. CBC will also review "Second Career" and where it is/should be categorized. • PC also reviewed and provided feedback on CBC's approach to resolving the 2016/2017 projected shortfall in Funded Activity. Discussion highlights included the release of proposed area targets (option 3 was discussed and approved by PC) and subsequent communication to CLC. 		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	September 16, 2015	Agenda Item Number (For office use only)	10
Topic	Strategic Mandate Agreement (SMA) 2014-2015 Report Back		
Requested By (PC member)	C. Brulé	Time Allotted	30 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>	C. Brulé, Senior Vice President Academic		
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	10.0 PC Update - SMA 2014-15 Report Back 10.1 2014-2015 Strategic Mandate Agreement Report Backs	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	THAT President's Council accepts this report for information.		
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 Oct 21</u> (Date) <input 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 accepted the report as submitted. A final draft of the "SMA Report Back" report has been scheduled for PC review on October 21. Once approved, a final report will be submitted to MTCU (deadline: October 30, 2015).		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	September 16, 2015	Agenda Item Number (For office use only)	11
Topic	Supporting AC-Jazan employees and their dependents/spouses continuing education.		
Requested By (PC member)	D. Wotherspoon	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 <i>(name and title)</i>	S. Anderson, Director, Communications		
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	11.0 PC Agenda 150916 Jazan Support for Continuing Education	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	<p>THAT President's Council approves the extension of two AC-Canada employee benefits to AC-Jazan employees and their dependents/spouses on a six-month trial basis.</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 checked="" type="checkbox"/> Report Back By <u>S. Anderson</u> (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <i>(completed during PC meeting)</i>	<p>PC supports the tuition reimbursement for spouses of international employees in principle, pending confirmation there are no tax or CRA implications. S. Anderson will advise.</p>		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	September 16, 2015	Agenda Item Number (For office use only)	12
Topic	Additional Agenda Items		
Requested By (PC member)	D. Wotherspoon	Time Allotted	20 min
PC Action Requested	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting (name and title)	T. McDougall, EA to the President D. McNair, VP Finance a& Administration L. Stanbra, VP Student Services		
Attachments (as read-ahead material)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input type="checkbox"/> Other: Information to be posted	12. Sens Tickets 13. Strat Plan Process 14. CLC Retreat & meeting attendance & expectations 15. AC Christmas party 16. November 24 – Sharing Best Practices with NSCC 17. Team building with the SA Board of Directors 18. Syrian Refugee Crisis	
Recommendation (please provide PC your recommendation requiring approval)	THAT President's Council discuss any additional agenda items brought forward.		
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)	12. T. McDougall will redistribute the Sens game schedule to finalize PC preferences. 13. D. McNair suggested that a risk assessment be completed once the strategic plan is finalized. D Wotherspoon will be advised. 14. PC discussed expectations regarding CLC attendance for meetings and Retreats. A group discussion on this topic, as well as the broader role and desired involvement and outcomes will be scheduled for the October 22 CLC Retreat. 15. PC members were advised of the AC Christmas Party (December 19). The planning committee will be contacted to determine if the date can be moved up. 16. PC members were advised of a PC meeting scheduled for November 24 with the President and Senior Executive Team from the Nova Scotia Community College. 17. PC members were advised of an opportunity to connect with the SA Board of Directors. T. McDougall will extend an invitation to the Board through J. Doyle. 18. PC discussed the Syrian refugee crisis and how Algonquin can be of help.		