

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	October 21, 2015	Agenda Item Number <small>(For office use only)</small>	1
Topic	Approval of Agenda		
Requested By (PC member)	Various PC members	Time Allotted	10 min
PC Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting <small>(name and title)</small>	Various PC members		
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 discussion only.	
Recommendation <small>(please provide PC your recommendation requiring approval)</small>	THAT President's Council review and revise the agenda as discussed.		
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 <small>(completed during PC meeting)</small>	Items added to the Agenda: <ul style="list-style-type: none"> • <u>President's 2016 BBQ</u>: This event will be scheduled for June 02, 2016. • <u>Deputy Minister Mario Sergio (Oct 29) – PC Presence</u>: PC members will action as necessary. • <u>Meeting with Bryce Conrad (CEO Hydro Ottawa)</u>: C. Brulé will attend a November 23 meeting with C. Jensen. D. McNair and C. Brulé to provide speaking points. • <u>Entrepreneurship @AC initiative</u>: PC agreed that the Executive Sponsor for this initiative will be M. Fares. C. Jensen will attend the next meeting as a show of support (date tbc). • <u>Employee Relations session Dec. 07</u>: This meeting has been rescheduled to November 27 in order to have full PC attendance. • <u>PC Retreat Agenda</u>: An agenda will be forwarded to PC for their information. • <u>Federal Election debrief</u>: S. Anderson provided PC with a debrief of the Liberal Platform including their “main” and “secondary” promises. Discussion followed regarding impact on the College (if any). 		

PRESIDENT’S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	October 21, 2015	Agenda Item Number <small>(For office use only)</small>	2
Topic	Upcoming Agenda Items		
Requested By (PC member)	Various PC members	Time Allotted	10 min
PC Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting <small>(name and title)</small>	Various PC members		
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 discussion only.	
Recommendation <small>(please provide PC your recommendation requiring approval)</small>	THAT President’s Council review and revise the PC Agenda Planner.		
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 revised the PC Agenda Planner as discussed.		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	October 21, 2015	Agenda Item Number (For office use only)	3
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>	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	3.1 President's Star Award Team Nomination: (BS, SL, CD, BP) (D. Wotherspoon) 3.2 Ombudsman's Report for 2014/2015 (L. Stanbra)	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	THAT President's Council approve the Consent Agenda item(s).		
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 checked="" type="checkbox"/> Referred to <u> L. Stanbra, C. Brulé </u> (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input checked="" type="checkbox"/> Report Back By <u> PC (date TBD) </u> (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <i>(completed during PC meeting)</i>	Item 3.2 was removed for discussion. Feedback will be provided to G. Cole for future reports. L. Stanbra and C. Brulé will formulate an official response to the Ombudsman. This item will return to PC for final review on December 16, 2015.		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	October 21, 2015	Agenda Item Number <small>(For office use only)</small>	4
Topic	Information Only Agenda Items		
Requested By (PC member)	Various PC members	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 <small>(name and title)</small>	D. McNair, VP Finance and Administration C. Frederick, VP Human Resources D. Wotherspoon, VP International, Communications & 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	4.1 Lockdown exercise (D. McNair, C. Bonang) 4.2 Vacation Liability Update (C. Frederick) 4.3 United Way (D. Wotherspoon)	
Recommendation <small>(please provide PC your recommendation requiring approval)</small>	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 checked="" type="checkbox"/> Deferred to <u>PC Nov 18, PC Jan 06, PC Apr 13</u> (Date) <input type="checkbox"/> Report Back By _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <small>(completed during PC meeting)</small>	4.1 This item was removed for discussion. PC had questions and comments regarding this information, therefore this item will be recalled to PC; C. Bonang will provide a presentation (PC Nov 18). 4.2 PC discussed the vacation liability report and the use of MOUs to reduce balances. HR will provide revised information/reports for further discussion. This item will be recalled to January 2016. (PC Jan 06). 4.3 PC agreed to have a strategic discussion and formulate a plan regarding the 2016 United Way Campaign. This item will be added to the PC Agenda Planner (PC Jan 06).		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	October 21, 2015	Agenda Item Number (For office use only)	5
Topic	Business Arising		
Requested By (PC member)		Requested By (PC member)	15 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>			
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	Verbal discussion only.	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	THAT President's Council discuss any "Business Arising" items.		
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>	No items were brought forward.		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	October 21, 2015	Agenda Item Number (For office use only)	6
Topic	Budget Review		
Requested By (PC member)	C. Brulé 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)	D. McNair, VP Finance and Administration C. Dempsey, Director Finance and Administration M. Hoddenbagh, Chair, College Budget Committee		
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	6.1 Approval of 2016/17 Requests for New Full-Time Complement; Review/Approval of I/O Position Requests 6.2 2015-2016 Q2 SIP Report 6.3 2016-2017 Pro-Forma Update – Area Targets	
Recommendation (please provide PC your recommendation requiring approval)	<p>THAT President's Council receives this report of recommended positions for consideration and provides College Budget Committee with a list of approved positions that will be incorporated into the 2016-17 Pro-forma budget.</p> <p>That President's Council approve SIP allocation adjustment (\$335 decrease) and 1 new project request (\$130K) as presented in Appendix B for a net overall funding decrease of \$205K.</p>		
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)	6.1 PC approved a list of 12 positions that will be incorporated into the 2016/2017 Pro-forma budget. An additional 2 positions (under area 3) are on "hold" until further discussion can take place 6.2 PC approved as recommended. 6.3 PC discussed the budgeted enrolment growth at 1% (Business Plan versus Budget Pro-Forma). The Budget Utility System (BUS) will open as normal, however, upon closing, departments will have two weeks to analyze details, rather than the usual one week. Each VP will review the proposed funding formula recommendation with their respective units and meetings already established with the Director of Finance.		

PRESIDENT’S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	October 21, 2015	Agenda Item Number <small>(For office use only)</small>	7
Topic	College Technology Committee (CTC) Update		
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 <small>(name and title)</small>	E. Hollebhone, Chair, CTC/Director, Marketing & Recruitment A. Pridham, Chair CTC – Academic/Chair, ICT E. Woods, Chair, CTC – Corporate/Manager, Business Systems Team, Physical Resources M. Gawargy, Director, ITS		
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	07.0 V2 Final PC Transmittal Summary CTC Report for Oct 21 2015	
Recommendation <small>(please provide PC your recommendation requiring approval)</small>	THAT President’s Council receive the CTC 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 <u>PC Dec 16</u> (Date) <input type="checkbox"/> Report Back By _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <small>(completed during PC meeting)</small>	PC received the CTC report as submitted. In addition to a general review, digital screens were discussed; an update is expected at the next CTC meeting. A project list update is expected in early December and will be presented at the December 16 PC meeting.		

PRESIDENT’S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	October 21, 2015	Agenda Item Number (For office use only)	8
Topic	Strategic Mandate Agreement (SMA) 2014-2015 Report Back		
Requested By (PC member)	C. 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 (name and title)	M. Leduc, Executive Director Operations and Planning		
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 Update Oct 21-2015 - SMA 2014-15 Report Back (Final Version) 08.1 att 1 For PC - SMA Update Oct 21 2015 FINAL	
Recommendation (please provide PC your recommendation requiring approval)	THAT President’s Council 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 checked="" type="checkbox"/> Report Back By <u>All PC by Nov 09</u> (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during PC meeting)	M. Leduc highlighted changes between the original Multi-Year Accountability Agreement (MYAA) and the Strategic Mandate Agreement (SMA) report back. A final draft of the SMA report will be forwarded to PC via email on November 02 for review before submission to the Ministry in mid-November. PC was asked to forward their feedback to M. Leduc by November 09.		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	October 21, 2015	Agenda Item Number (For office use only)	9
Topic	Program Proposal: Building Information Modeling – Lifecycle Management (BIM-LM), OCGC Program		
Requested By (PC member)	C. Brulé	Time Allotted	30 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>	Eric Marois, Chair, Architecture, Construction Civil Jo-Ann Aubut, Dean, Academic Development Mark Leduc, Executive Director, Academic Operations & Planning		
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	09.0 PC - BIM-LM OCGC - October 21 2015.v2 09.1 PC - Cashflow - BIM-LM - October 19, 2015	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	<p>THAT President's Council approve the program proposal to go to ASAC for the following action:</p> <p>THAT the Academic and Student Affairs Committee of the Board of Governors approve the Building Information Modelling – Lifecycle Management, Ontario College Graduate Certificate program effective Winter 2017 and seek validation of the program title and outcomes from the Credential Validation Service and approval for funding from the Ministry of Training, Colleges and Universities.</p>		
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 (tbd)</u> (Date) <input type="checkbox"/> Report Back By _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <i>(completed during PC meeting)</i>	PC discussed the information as presented and felt the information needed to be expanded and repackaged before being presented to the Academic and Student Affairs Committee (ASAC). PC approved the program in principle, pending the approval of space is received, funding is secured and enrolment can be justified. This item will be recalled to PC at a later date (tbd) in preparation for the January ASAC meeting.		

PRESIDENT’S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	October 21, 2015	Agenda Item Number (For office use only)	10
Topic	Provision of Alcohol Policy		
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)	D, McNair, VP Finance and Administration G. Perry		
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	10.0 Provision of Alcohol Policy_PC Transmittal 10.1 APPENDIX A - BPS Research 10.2 APPENDIX B - AD12 Travel Meals and Hospitality Policy_Tracked	
Recommendation (please provide PC your recommendation requiring approval)	THAT President’s Council (PC) receive initial Broader Public Sector (BPS) research findings, proposed changes and provide feedback on AD12 Travel Meals and Hospitality 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 type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>PC Date 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 received the report as submitted. Clarification was provided to PC in regards to the Provision for Alcohol Policy (AD12). Certain events in which the College is acknowledging community members are considered exceptions, therefore, these will be written into the policy. A revised policy will be brought to PC for approval at a later date.		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	October 21, 2015	Agenda Item Number <small>(For office use only)</small>	11
Topic	Kaleidoscope Conference/Student Success Conference		
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 <small>(name and title)</small>	L. Stanbra, VP 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	11.0 PC October 21, 2015 Kaleidoscope 2016 Update	
Recommendation <small>(please provide PC your recommendation requiring approval)</small>	THAT President's Council receive a status update regarding the development of the overall program for the 2016 Kaleidoscope conference.		
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 Dec 02</u> (Date) <input checked="" type="checkbox"/> Report Back By <u>L. Stanbra, C. Frederick</u> (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <small>(completed during PC meeting)</small>	PC discussed the Kaleidoscope, Strategic Enrolment Management and the Live Laugh Learn Conference models and the desire to have more alignment between the conferences and the College direction. This item will be recalled to PC in December; recommendations will be presented at that time.		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	October 21, 2015	Agenda Item Number (For office use only)	12
Topic	Reporting 2nd Quarter Business Plan performance to the Board		
Requested By (PC member)	C. Brulé	Time Allotted	10 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>	M. Leduc, Executive Director Operations and Planning		
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	Verbal discussion only.	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	THAT President's Council review proposed concepts for presentation of the 2 nd quarter business plan overall performance, scheduled for presentation at the December 14, 2015 Board of Governors meeting.		
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 reviewed four options and agreed on two styles to present to the Executive Committee (Option C, with minor edits and Option B, with minor edits).		

PRESIDENT'S COUNCIL AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	October 21, 2015	Agenda Item Number (For office use only)	13
Topic	HLE Strategy		
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 checked="" 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 type="checkbox"/> Other: Information to be posted	Verbal discussion only.	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	<p>That President's Council discuss status and next steps in reference to the HLE initiative.</p>		
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>	<p>This item was discussed as part of the Federal Election results (Liberal Platform); C. Jensen will take on the role of Executive Lead for this initiative. It was suggested that our business case should continue to be refined and be ready for presentation in the next few weeks to capitalize on what is being offered from the Liberal platform. C. Jensen requested an updated 2-page information sheet and will reach out to D. McGuinty.</p>		