

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 30, 2016	<b>Agenda Item Number (For office use only)</b>	1
<b>Topic</b>	Approval of Agenda		
<b>Requested By (ACET member)</b>	Various ACET members	<b>Time Allotted</b>	10 min
<b>ACET Action Requested</b>	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
<b>Staff Presenting (name and title)</b>	Various ACET members		
<b>Attachments (as read-ahead material)</b>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input type="checkbox"/> Other: Information to be posted	Verbal discussion only.	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team review and revise the agenda as discussed.</p>		
<b>ACET Decision</b>	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>Sunshine List: March 2017</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	<p>Items added to the Agenda:</p> <ul style="list-style-type: none"> <li>• <u>We Day</u>: Executive Team members discussed the We Day partnership/contract renewal. Options will need to be reviewed before any commitment is made. A draft contract will be requested for review by April 04.</li> <li>• <u>Sunshine List</u>: Executive Team members discussed the 2016 Public Sector Salary Disclosure (for 2015). It was requested that this item be a topic of discussion before the list is released next March.</li> <li>• <u>All Admin Agenda</u>: The Executive Team reviewed items listed on the All Admin meeting agenda. A finalized list will be circulated to meeting participants.</li> <li>• <u>Employee Relations Plan/Timing</u>: Executive Team members reviewed the Employee Relations Plan communiqué and training session dates. This item will be circulated to all Administrative staff.</li> </ul>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 30, 2016	<small>Agenda Item Number (For office use only)</small>	2
<b>Topic</b>	Upcoming ACET Agenda Items		
<b>Requested By (ACET member)</b>	Various ACET members	<b>Time Allotted</b>	10 min
<b>ACET Action Requested</b>	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
<b>Staff Presenting</b> <small>(name and title)</small>	Various ACET members		
<b>Attachments</b> <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.	
<b>Recommendation</b> <small>(please provide ACET your recommendation requiring approval)</small>	<b>THAT</b> the Algonquin College Executive Team review and revise the ACET Agenda Planner.		
<b>ACET Decision</b>	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation</b> <small>(completed during ACET meeting)</small>	ACET members revised the ACET Agenda Planner as discussed.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 30, 2016	<b>Agenda Item Number</b> (For office use only)	3
<b>Topic</b>	Consent Agenda Items		
<b>Requested By (ACET member)</b>	Various ACET members	<b>Time Allotted</b>	10 min
<b>ACET Action Requested</b>	<input type="checkbox"/> Approval (Discussion) <input checked="" type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
<b>Staff Presenting (name and title)</b>	T. McDougall, Exec. Asst. to the President J. DeDuca, Asst. to the VP International and Strategic Planning L. Stanbra, Vice President Student Services		
<b>Attachments (as read-ahead material)</b>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	3.1 <a href="#">March 24 Draft ACET Minutes</a> (T. McDougall) 3.2 <a href="#">President's Star Award Nomination YA</a> (J. DeDuca) 3.3 <a href="#">Premier Award Nominations</a> (L. Stanbra) 3.4 <a href="#">AEC Convocation Recommendation</a> (L. Stanbra)	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<b>THAT</b> the Algonquin College Executive Team approve the Consent Agenda item(s).		
<b>ACET Decision</b>	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input checked="" type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to: _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	3.1 <a href="#">March 24 Draft ACET Minutes</a> : Approved as submitted. 3.2 <a href="#">President's Star Award Nomination YA</a> : Approved as submitted 3.3 <a href="#">Premier Award Nominations</a> (L. Stanbra): C. Brulé forwarded suggested edits to L. Stanbra for consideration. Approved as submitted with the exception of the culinary candidate. ACET approved the culinary candidate after receiving additional supportive information.. 3.4 <a href="#">AEC Convocation Recommendation</a> : This item was removed for discussion. Recommendations 1 to 6 were supported by ACET. Recommendation 7 is supported but only with clear parameters (if the criteria cannot be met, this recommendation will be removed). Recommendation 8 will be removed.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 30, 2016	<b>Agenda Item Number (For office use only)</b>	4
<b>Topic</b>	Information Only Agenda Items		
<b>Requested By (ACET member)</b>	Various ACET members	<b>Time Allotted</b>	15 min
<b>ACET Action Requested</b>	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
<b>Staff Presenting (name and title)</b>	T. McDougall, Exec. Asst. to the President		
<b>Attachments (as read-ahead material)</b>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	4.1 <a href="#">March 24 ACLT Survey Summary</a> (T. McDougall)	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<b>THAT</b> the Algonquin College Executive Team receive the information as submitted.		
<b>ACET Decision</b>	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input checked="" type="checkbox"/> Approved <b>as amended</b> (see below) (items 4.1 and 4.6) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>ACLT Apr 21</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	The Executive Team reviewed the March 24 ACLT Meeting survey summary report. Due to a consistently low response rate, ACLT members will be surveyed verbally as to how they would like to proceed in terms of gathering feedback.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 30, 2016	Agenda Item Number (For office use only)	5
<b>Topic</b>	Business Arising		
<b>Requested By (ACET member)</b>	Not Applicable	<b>Time Allotted</b>	5 min
<b>ACET Action Requested</b>	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
<b>Staff Presenting</b> <i>(name and title)</i>	Not Applicable		
<b>Attachments</b> <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	Not Applicable	
<b>Recommendation</b> <i>(please provide ACET your recommendation requiring approval)</i>	Not Applicable.		
<b>ACET Decision</b>	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation</b> <i>(completed during ACET meeting)</i>	This item was not discussed as there were no "Business Arising" items brought forward.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 30 , 2016	<b>Agenda Item Number</b> (For office use only)	6
<b>Topic</b>	Education Program Effectiveness Project – Phase 1 Report		
<b>Requested By (ACET member)</b>	D. McNair	<b>Time Allotted</b>	30 min
<b>ACET Action Requested</b>	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
<b>Staff Presenting</b> <i>(name and title)</i>	S. Finnigan, Project Manager M. Hoddenbagh, Co-Project Sponsor R. Clayton, KPMG A. Newman, KPMG		
<b>Attachments</b> <i>(as read-ahead material)</i>	<input checked="" type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input type="checkbox"/> Other: Information to be posted	06.0 ACET Transmittal - EPE Applied Research Project March 30 2016 06.1 Algonquin EPE Draft Phase I Findings PC 30Mar2016a	
<b>Recommendation</b> <i>(please provide ACET your recommendation requiring approval)</i>	<b>THAT</b> the Algonquin College Executive Team receive the draft Phase 1 report.		
<b>ACET Decision</b>	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>ACET Date TBD</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation</b> <i>(completed during ACET meeting)</i>	R. Clayton, A. Newman, S. Finnigan and M. Hoddenbagh provided the Executive Team with a high level status update on the Education Program Effectiveness Project (Phase 1). Discussion highlights included contact with students, overlap from various areas within the College, the need to have one “voice”, College services, key findings, targets, and counselling caps. This item will return at a later date for further updates.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 30, 2016	Agenda Item Number (For office use only)	7
<b>Topic</b>	MTCU Fee Policy Change Review		
<b>Requested By (ACET member)</b>	L. Stanbra D. McNair	<b>Time Allotted</b>	25 min
<b>ACET Action Requested</b>	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
<b>Staff Presenting</b> <i>(name and title)</i>	C. Dempsey, Director of Finance K. Pearson, Registrar		
<b>Attachments</b> <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	07.0 ACET Mar 30 2016 Fees Payment Policy Review 07.1 ACET March 30 2016 Policy Changes Fees Review Working Group 07.2 Appendix A Ontario College Fee Practice Review 2015-16	
<b>Recommendation</b> <i>(please provide ACET your recommendation requiring approval)</i>	<b>THAT</b> the Algonquin College Executive Team approve the Fees Review Working Group recommendations to: <ul style="list-style-type: none"> <li>(i) exempt from the deposit payment those OSAP recipients who direct their funding to cover full tuition effective 2016/17; and</li> <li>(ii) return by fall 2016 with an additional report and recommendations for 2017/18 implementation.</li> </ul>		
<b>ACET Decision</b>	<input type="checkbox"/> Received for Information <input checked="" type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>ACET Date TBD</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation</b> <i>(completed during ACET meeting)</i>	Recommendations were approved as submitted. This item will return to ACET in the Fall with an additional report and recommendations for a 2017/2018 implementation.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 30, 2016	<b>Agenda Item Number</b> <small>(For office use only)</small>	8
<b>Topic</b>	HR Strategy Audit Report		
<b>Requested By (ACET member)</b>	C. Frederick	<b>Time Allotted</b>	30 mins
<b>ACET Action Requested</b>	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
<b>Staff Presenting</b> <small>(name and title)</small>	C Frederick, Vice President, Human Resources L.A Brown, HR Transformation Manager		
<b>Attachments</b> <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	08.0 2016 ACET HR Strategy Audit Report dated March 30 2016 Final 08.1 Algonquin College - HR Strategy Audit Findings Report (March 15 2016) 08.2 Algonquin College - HR Strategy Audit Executive Summary (March 14 2016) 08.3 AC Talent Dashboard	
<b>Recommendation</b> <small>(please provide ACET your recommendation requiring approval)</small>	<p><b>THAT</b> the Algonquin College Executive Team receives the Auditor’s Report and approves recommended Management Responses.</p>		
<b>ACET Decision</b>	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input checked="" type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation</b> <small>(completed during ACET meeting)</small>	C. Frederick and L.A. Brown provided ACET members with a proposed AC Talent dashboard for review. Comments and suggestions were provided for consideration. Revisions will be incorporated before distributing to the Audit and Risk Management (ARM) Committee. The Executive Team endorsed and approved the executive summary and recommended Management Responses pending a minor edit to Recommendation 2 (R2).		



## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 30, 2016	<small>Agenda Item Number (For office use only)</small>	9
<b>Topic</b>	Legal Services Cost Containment Initiative		
<b>Requested By (ACET member)</b>	D. McNair	<b>Time Allotted</b>	30 min
<b>ACET Action Requested</b>	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
<b>Staff Presenting <small>(name and title)</small></b>	C. Bonang Director Risk Management P. Leland Coordinator Risk Management		
<b>Attachments <small>(as read-ahead material)</small></b>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	09.0 2016-03-17 ACET Transmittal Legal Services Cost Containment 09.1 2016-03-17 RM Legal Fees Cost Containment Proposal	
<b>Recommendation <small>(please provide ACET your recommendation requiring approval)</small></b>	<p><b>THAT</b> the Algonquin College Executive Team review the attached proposal and adopt the suggested approach to organizing and containing legal fees on an interim basis.</p>		
<b>ACET Decision</b>	<input type="checkbox"/> Received for Information <input checked="" type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>ACLT Apr 21</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation <small>(completed during ACET meeting)</small></b>	<p>C. Bonang and P. Leland presented the Executive Team with an overview of the Legal Services Cost Containment Initiative. Questions and comments were offered for consideration. Implementation would be effective April 01, 2016. The proposal was approved as submitted and discussed. This item will be brought forward to the April 21 Leadership Team meeting for presentation and discussion. A communications plan has been drafted for distribution after meeting with the Leadership team.</p>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 30, 2016	<small>Agenda Item Number (For office use only)</small>	10
<b>Topic</b>	Reorganization Finalization		
<b>Requested By (ACET member)</b>	C. Jensen	<b>Time Allotted</b>	30 min
<b>ACET Action Requested</b>	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
<b>Staff Presenting</b> <small>(name and title)</small>	C. Frederick, VP Human Resources M. Fares, VP Digital Technologies and Innovation		
<b>Attachments</b> <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.	
<b>Recommendation</b> <small>(please provide ACET your recommendation requiring approval)</small>	<b>THAT</b> the Algonquin College Executive Team review and finalize the reorganization communique that will be distributed to the Algonquin community on March 31, 2016.		
<b>ACET Decision</b>	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input checked="" type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>Titling Report: ACET August 24</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation</b> <small>(completed during ACET meeting)</small>	The Executive Team reviewed the draft re-organization communiqué and proposed organization charts; comments and suggestions were provided, including the addition of notification that a review of titles at the College will commence within the month of April culminating in a report of recommendations by September 01, 2016.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 30, 2016	<b>Agenda Item Number (For office use only)</b>	11
<b>Topic</b>	Board Agenda, Management Summary and Spring Key Messages for April 11 <sup>th</sup> Board meeting		
<b>Requested By (ACET member)</b>	C. Jensen	<b>Time Allotted</b>	30 min
<b>ACET Action Requested</b>	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
<b>Staff Presenting (name and title)</b>	S. DiMarco, Exec. Admin. to the President and Board of Governors		
<b>Attachments (as read-ahead material)</b>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	11.0 Transmittal BOG agenda, Mgmt Sum, Key Messages April 11, 2016 11.1 BOG Agenda and Work Plan, April 11, 2016 11.2 Board Management Summary (April 11, 2016) 11.3 BOG Key Messages - April 2016d	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<b>THAT</b> the Algonquin College Executive Team reviews the Board agenda, the Management Summary and the Spring Key Messages for the Board meeting on April 11, 2016.		
<b>ACET Decision</b>	<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 _____ ( <b>ACET</b> Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	Documents were provided to the Executive Team for review and comment. Amendments will be incorporated into the Board package before distribution.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 30, 2016	<b>Agenda Item Number</b> (For office use only)	12
<b>Topic</b>	Board presentations and reports for the April 11 <sup>th</sup> Board meeting		
<b>Requested By (ACET member)</b>	C. Jensen	<b>Time Allotted</b>	3 hrs
<b>ACET Action Requested</b>	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
<b>Staff Presenting</b> <i>(name and title)</i>	J. Bryan, Project Manager C. Delmage, Senior Manager, Information Security and Data Privacy, D. Wotherspoon, VP International and Strategic Priorities		
<b>Attachments</b> <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	12.0 Transmittal BOG presentations April 11, 2016 12.1.0 BOG Transmittal Project Fusion Update April 11 2016 Final 12.1.1 Project Fusion BoG Presentation Briefing to ACET March 30 2016 12.1.2 Project Fusion Q1 Dashboard Report - 03 31 16 12.2.0 ACET Transmittal_Cyber Security Days 2.0_30 March 2016 12.5.0 BOG Transmittal 160411 2017-22 Strategic Plan 12.5.1 Presentation 160411 Strategic Plan BOG Update	
<b>Recommendation</b> <i>(please provide ACET your recommendation requiring approval)</i>	<b>THAT</b> the Algonquin College Executive Team reviews the presentations that will be made to the Board at the April 11 <sup>th</sup> , 2016 meeting.		
<b>ACET Decision</b>	<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 _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation</b> <i>(completed during ACET meeting)</i>	Presentations for the April 11, 2016 Board of Governors meeting were reviewed by the Executive Team. Feedback and suggestions were provided for consideration. Presentations will be amended as discussed.		



## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 30, 2016	<b>Agenda Item Number</b> (For office use only)	13
<b>Topic</b>	Algonquin College's Draft Input to the Development of the Province's Postsecondary International Education Strategy		
<b>Requested By (ACET member)</b>	D. Wotherspoon	<b>Time Allotted</b>	30 min
<b>ACET Action Requested</b>	<input type="checkbox"/> Approval (Discussion) <input checked="" type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
<b>Staff Presenting</b> <i>(name and title)</i>	D. Wotherspoon VP, International and Strategic Planning		
<b>Attachments</b> <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 ACET Transmittal 160330 MTCU International Education Strategy 13.1 Algonquin College Second Draft Response to MTCU International Strategy	
<b>Recommendation</b> <i>(please provide ACET your recommendation requiring approval)</i>	<p><b>THAT</b> the Algonquin College Executive Team approves and/or provides feedback on Algonquin College's second draft response of input in to the development of a Postsecondary International Education Strategy for Ontario.</p>		
<b>ACET Decision</b>	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>March 31, 2016</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation</b> <i>(completed during ACET meeting)</i>	Executive Team members were asked to review and provide feedback on the draft document to D. Wotherspoon by March 31. C. Brulé will forward comments referencing question #4. D. McNair will provide wording regarding Section 28.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 30, 2016	<small>Agenda Item Number (For office use only)</small>	14
<b>Topic</b>	AC Leadership Team draft agenda for April 21, 2016		
<b>Requested By (ACET member)</b>	C. Jensen	<b>Time Allotted</b>	10 min
<b>ACET Action Requested</b>	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
<b>Staff Presenting</b> <small>(name and title)</small>	S. DiMarco, Exec. Admin. to the President and Board of Governors		
<b>Attachments</b> <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	14.0 Transmittal draft ACLT agenda April 21, 2016 14.1 Agenda 16-ACLT-04 April 2016 (1)	
<b>Recommendation</b> <small>(please provide ACET your recommendation requiring approval)</small>	<b>THAT</b> the Algonquin College Executive Team reviews the draft agenda for the AC Leadership Team meeting on April 21, 2016.		
<b>ACET Decision</b>	<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 _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation</b> <small>(completed during ACET meeting)</small>	The Executive Team reviewed the draft April 21 ACLT Agenda; this document will be amended prior to distribution.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 30, 2016	<b>Agenda Item Number (For office use only)</b>	15
<b>Topic</b>	Calendar Roundtable		
<b>Requested By (ACET member)</b>	C. Jensen	<b>Time Allotted</b>	15 min
<b>ACET Action Requested</b>	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
<b>Staff Presenting (name and title)</b>	Algonquin College Executive Team		
<b>Attachments (as read-ahead material)</b>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input type="checkbox"/> Other: Information to be posted	Verbal discussion only.	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<b>THAT</b> the Algonquin College Executive Team review calendars and inform ACET members as to the events in which they are participating.		
<b>ACET Decision</b>	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	Due to time constraints, this item was not discussed.		