

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 01, 2017	Agenda Item Number (For office use only)	1
Topic	Approval of Agenda		
Requested By (ACET member)	Various ACET members	Time Allotted	10 min
ACET Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting (name and title)	Various ACET members		
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	Verbal discussion only.	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) review and revise the agenda as discussed.</p>		
ACET 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 _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	<p>Additions to the Agenda include:</p> <p><u>Data Breach</u>: The Executive Team (ACET) was provided with a status update on a recent data breach. Next steps were discussed. ACET approved a draft letter to the Information and Privacy Commissioner of Ontario.</p> <p><u>SIS Business Case Discussion (Business Arising)</u>: The Executive Team was provided with an update and recommendation for the SIS Business Case. A resourcing request was approved as discussed by the Executive Team with an option to review should it become necessary.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 01, 2017	Agenda Item Number (For office use only)	2
Topic	Consent Agenda Items		
Requested By (ACET member)	Various ACET members	Time Allotted	10 min
ACET Action Requested	<input type="checkbox"/> Approval (Discussion) <input checked="" type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting (name and title)	Various ACET 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	2.1 BGI-01 Responsibilities of the Board – Compliance Report Card (S. DiMarco) 2.2 FCTT RCM Carry-over Funds (C. Brulé, C. Janzen) 2.3 Star Award Nomination: D. Kenny (J. Del Duca) 2.4 Feb 22 ACET Minutes (T. McDougall)	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) approve the Consent Agenda items.		
ACET 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 _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	All Consent Agenda items were approved as submitted. Item 2.1 was approved as per amendments provided on SharePoint.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 01, 2017	Agenda Item Number (For office use only)	3
Topic	Information Only Agenda Items		
Requested By (ACET member)	Not applicable	Time Allotted	15 min
ACET Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting (name and title)	Not applicable		
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	3.1 Innovation Centre Update (D. McNair, S. Anderson) 3.2 BOG Retreat agenda – March 18, 2017 (S. DiMarco) 3.3 BOG draft agenda for April 10, 2017 (S. DiMarco) 3.4 Key Message Opportunity Calendar – March 2017 (S. Anderson) 3.5 Development of Customer Relationship Management Plan (D. Wotherspoon) same as 3.6 3.6 CRM “Quick Wins” Project (D. Wotherspoon) 3.7 Arab Day – March 7 (E. Mulvey) 3.8 2017 College Risk Profile (C. Bonang)	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) receive the information items as submitted.		
ACET Decision	<input checked="" 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 _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	3.1 Innovation Centre Update : This information item was combined with agenda item #14 (Learner Driven Space Changes Proposal Process). 3.2 BOG Retreat agenda – March 18, 2017 : This item was removed for discussion. Further review required. 3.3 BOG draft agenda for April 10, 2017 : This information item was removed for discussion. Comments and feedback were provided. This document will be amended as discussed and redistributed. 3.4 Key Message Opportunity Calendar – March 2017 : This information item was received as submitted. 3.5 Development of Customer Relationship Management Plan (D. Wotherspoon) : This information item was struck from the agenda as it is a duplicate of item #3.6. 3.6 CRM “Quick Wins” Project : This information item was removed for discussion. Due to lack of time, comments and feedback are to be forwarded to D. Wotherspoon for consideration. 3.7 Arab Day – March 7 : This information item was removed for discussion. Follow-up will be actioned by J. DeDuca. 3.8 2017 College Risk Profile : This information item was received as submitted.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 01, 2017	Agenda Item Number (For office use only)	4
Topic	Business Arising		
Requested By (ACET member)		Time Allotted	15 min
ACET 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 ACET your recommendation requiring approval)</i>	THAT the Algonquin College Executive Team (ACET) be updated on items recalled to the agenda.		
ACET 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 _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <i>(completed during ACET meeting)</i>	No "Business Arising" items were brought forward at this time.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 01, 2017	Agenda Item Number (For office use only)	5
Topic	Innovation Centre Case for Support		
Requested By (ACET member)	L. Stanbra, VP Student Services	Time Allotted	15 min
ACET Action Requested	<input type="checkbox"/> Approval (Discussion) <input checked="" type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting (name and title)	A. Desjardins, Executive Director, Algonquin College Foundation P. Austen, Manager, Strategic Giving and Donor Relations		
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	05.0 Transmittal_Innovation Centre Case for Support 05.1 Appendix A - Innovation Centre Case for Support Draft	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) approve the framework presented in the attached draft case for support, provide feedback, and direct the Foundation Team to work with the College Communication’s Team to complete the document.</p>		
ACET 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 checked="" type="checkbox"/> Deferred to <u>ACET Mar 29</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	<p>The Executive Team was presented with and approved a draft of the document that the Foundation will use to engage donors into a conversation about a possible donation in support of Algonquin College’s new Innovation Centre. This item will be recalled to ACET on March 29, for finalization, in time for a roll out on April 01.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 01, 2017	Agenda Item Number (For office use only)	6
Topic	Enrolment Sensitivity Analysis		
Requested By (ACET member)	D. McNair, VP Finance and Administration	Time Allotted	30 min
ACET Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" 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	06.0 ACET Transmittal and Exec Summary Five year Financial Projection Sensitivity Analysis 06.1 Appendix A - Key Impacts of Declining Enrolment 06.2 Appendix B - Scenario 1 Steady State 06.3 Appendix C - Scenario 2_Declining Domestic Enrolment 06.4 Appendix D - Scenario 3 Declining Domestic Enrolment and Flat International Growth 06.5 Appendix E - Scenario Assumptions 06.6 Appendix F - Five-Year Sensitivity Analysis Report	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) accept this report for information.		
ACET 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 _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	<p>The Executive Team reviewed a report in response to a request from the Board of Governors for additional information on the impact of declining full-time domestic enrolment on the financial health of the College over a five-year period. Comments and feedback were provided. Feedback will also be sought from the Strategic Enrolment Management Committee. This information will be forwarded to the Audit and Risk Management (ARM) Committee for their feedback before being presented to the Board of Governors. This information will also be provided to the Leadership Team and All Admin group and faculty.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 01, 2017	Agenda Item Number (For office use only)	7
Topic	Fostering a Generative Discussion on Algonquin's International Aspirations at the Board of Governors Retreat		
Requested By (ACET member)	D. Wotherspoon, VP, Innovation & Strategy	Time Allotted	30 min
ACET Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting (name and title)	E. Mulvey, Director, International Education Centre		
Attachments (as read-ahead material)	<input checked="" type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	07.0 BOG Generative Discussion on International v2 07.1 BoG International Overview Presentation	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) provide feedback on the plan and agenda for a generative discussion on Algonquin's international aspirations at the upcoming Board of Governors Retreat.</p>		
ACET 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 checked="" type="checkbox"/> Deferred to <u>Meeting Date TBD</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	<p>The Executive Team was provided with a framework for the Internationalization Strategy and current plans to engage the Board of Governors in a generative discussion on Algonquin's international aspirations. Feedback and comments were provided for consideration. A follow-up planning meeting will be scheduled between the meeting facilitator, D. Wotherspoon and the President.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 01, 2017	Agenda Item Number (For office use only)	8
Topic	College Budget Committee – Feedback from 2017-2018 Budget Process		
Requested By (ACET member)	D. McNair, VP, Finance and Administration	Time Allotted	30 min
ACET Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" 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	08.0 - ACET Transmittal and Exec Summary 2017-2018 Budget Process Feedback v2	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) accept this report for information.</p>		
ACET 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>ACLT Mar 30</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	<p>The Executive Team reviewed feedback received from the College Budget Committee (CBC), as well as from the Finance Support Working Group to guide processes in future years. Suggestions and comments were provided for consideration. Discussion included the implementation of a lean process, but only after spending some time on documentation before committing to a lean value stream process. This item will be added to the March Leadership Team meeting for discussion.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 01, 2017	Agenda Item Number (For office use only)	9
Topic	Athletics Recreation Complex – Business Case		
Requested By (ACET member)	D. McNair, VP Finance & Administration	Time Allotted	30 min
ACET 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	09.0 - ACET Transmittal SA Athletics Rec Complex 01Mar2017 09.1 - APPENDIX - Investment Case ASA Athletics Recreation Complex Stage Gate 1	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) approves the completion of a full Business Case to support a recommendation to the Board of Governors that the College commit capital to support the Algonquin Students’ Association development of a new Ottawa campus Athletics Recreation Complex.</p>		
ACET 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 _____ (ACET Responsible) <input checked="" type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	<p>The Executive Team was presented with a “Stage Gate 1” recommendation in accordance with the College’s Investment Case Framework concerning the Algonquin Students’ Association Athletics Recreation Complex project. This item was approved as presented.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 01, 2017	Agenda Item Number (For office use only)	10
Topic	Sustainable Algonquin Steering Committee (SASC) - Mandate Revisions and Action Plan		
Requested By (ACET member)	S. Anderson, Exec. Director of Communications, Marketing and External Relations	Time Allotted	30 min
ACET Action Requested	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting <i>(name and title)</i>	T. Schonewille, Director, Physical Resources / Co-Chair, SASC H. Singh Sonu, Academic Manager, Curriculum Services / Co-Chair, SASC P. Rouble, Associate Director, Facilities Planning and Sustainability S. Dehler, Sustainability Coordinator		
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	10.0 ACET Transmittal - SASC Update-2017-03-01b 10.1 SustainableAlgonquinSteeringCommittee3.0-Mandate-2017-03-01_DRAFTa 10.2 SASC-GreenInfrastructureStrategyBriefs-Tranport-Energy-Water-2017-03-01b 10.3 SASC-updatetoACET-2017-03-01c	
Recommendation <i>(please provide ACET your recommendation requiring approval)</i>	THAT the Algonquin College Executive Team (ACET): <ul style="list-style-type: none"> • Review and consider for approval the proposed governance and Terms of Reference for a renewed SASC 3.0 • Review and comment on a proposal to develop a Five-Year Sustainability / Environmental Management Plan • Receive for information and comment the executive briefs of three Green Infrastructure strategies (Transportation, Energy and Water) prior to seeking ACET approval by June 2017 • Receive for information and comment an update on an Online Sustainability Education Module 2 and Toolkit 		
ACET 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>ACET Mar 08</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <i>(completed during ACET meeting)</i>	The Executive Team will recall this item to the March 08 ACET Strategy Session to discuss next steps. The Sustainable Algonquin Steering Group will be advised as appropriate.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 01, 2017	Agenda Item Number (For office use only)	11
Topic	Enrolment Update		
Requested By (ACET member)	C. Brulé, SVP, Academic L. Stanbra, VP Student Services	Time Allotted	15 min
ACET 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, Academic Operations and Planning K. Pearson, Registrar		
Attachments (as read-ahead material)	<input checked="" type="checkbox"/> PowerPoint (to be presented live) <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	11.0 ACET 01 March 2017 - Enrolment Update Report 11.1 ACET Enrolment Update Feb 24, 2017	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) accept this Enrolment Update report as information.		
ACET 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 _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	The Executive Team was provided with an Enrolment Report outlining the status of enrolment for the Winter, Spring and Fall 2017 terms. ACET was reminded about the Corridor Funding model and how Algonquin's enrolment numbers will impact funding. Comments and feedback were offered for consideration to include in future reports.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 01, 2017	Agenda Item Number (For office use only)	12
Topic	College Space and Infrastructure Committee (CSIC) Update		
Requested By (ACET member)	L. Stanbra, VP Student Services	Time Allotted	30 min
ACET 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. Donaldson, Dean, School of Business / Chair, CSIC T. Schonewille, Director, Physical Resources P. Rouble, Associate Director, Facilities Planning and Sustainability		
Attachments (as read-ahead material)	<input checked="" type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	12.0-ACET Transmittal - CSIC Update-2017-03-01b-Draft 12.1-CSIC-BriefToACET-2017-03-01e 12.2-CollegeSpaceAndInfrastructureCommittee-CSIC-Mandate-2011-Current 12.3-College Space and Infrastructure Committee-CSIC-Mandate-2017-02-24 ProposedRevisions 12.4-College Space Committee-CSC-Mandate-2017-02-24 Proposed	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET): <ul style="list-style-type: none"> • Review and approve the proposed revisions to the governance structure for the College Space and Infrastructure Committee (CSIC) and the College Space Committee (CSC) • Receive the balance of the presentation for information and comment 		
ACET 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 _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	The Executive Team was briefed on proposed refinements to the governance of physical space and infrastructure resources, the significance of effective space management for Algonquin College, and selected current space management processes. The proposed recommendations were approved as discussed. An Executive Sponsor for the revised committee structure is to be determined.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 01, 2017	Agenda Item Number (For office use only)	13
Topic	Strategic Mandate Agreement 2		
Requested By (ACET member)	C. Jensen, President	Time Allotted	30 min
ACET Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting (name and title)	J. G. Fréchette, Associate-Director of Government and Stakeholder Relations		
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		
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) be informed of the direction provided by the Ministry of Advanced Education and Skills Development (MAESD) regarding the development of Strategic Mandate Agreement “2,” (SMA2) and that a College process be determined to guide its development and negotiation.</p>		
ACET 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 checked="" type="checkbox"/> Deferred to <u>ACET Mar 16</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	<p>The Executive Team received information obtained from MAESD regarding the intent of SMA2, strategic alignments and the process for its negotiation. C. Brulé and J.G. Fréchette will form and lead a working group. This item will be recalled to the March 08 ACET Strategy meeting for further discussion and then recalled at regular intervals for updates to the Executive Team.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 01, 2017	Agenda Item Number (For office use only)	14
Topic	Learner Driven Space Plan Proposal		
Requested By (ACET member)	L. Stanbra, VP Student Services	Time Allotted	30 min
ACET Action Requested	<input type="checkbox"/> Approval (Discussion) <input checked="" type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting (name and title)	L. Stanbra, Vice President, Student 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	14.1 Transmittal Learner Driven Space Plan Proposal 14.2 Learner Driven Space Plan - Initial concepts	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) review and approve the initial scoping elements, timeline and participants to develop a business case for a Learner Driven Service Delivery model in the C building.</p>		
ACET 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 checked="" type="checkbox"/> Deferred to <u>ACET Mar 29</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	<p>The Executive Team was presented with a proposed project scope, regarding the process of creating a business case for a Learner Driven student service model in C building that will dovetail with the construction of the Innovation Centre. Discussion highlights included funding and the development of guiding principles (including vacant space) for this project. The recommendation was approved as discussed; this item will be recalled to ACET on March 29 for a preliminary functional program review and approval. An "A Building" tour will be arranged for ACET.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 01, 2017	Agenda Item Number (For office use only)	15
Topic	Sponsorship / Partnership Update		
Requested By (ACET member)	C. Jensen, President	Time Allotted	15 min
ACET Action Requested	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting (name and title)	C. Jensen, President		
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	15.0 Transmittal Partnerships and Sponsorships	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) review and discuss upcoming and ongoing sponsorship requests and partnership opportunities.		
ACET 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 _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	The Executive Team was provided with a status update on recent partnership and sponsorship meetings.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 01, 2017	Agenda Item Number (For office use only)	16
Topic	Calendar Roundtable		
Requested By (ACET member)	C. Jensen, President	Time Allotted	15 min
ACET Action Requested	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting (name and title)	Various ACET 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	16.0 Calendar Roundtable Transmittal	
Recommendation (please provide ACET your recommendation requiring approval)	<p style="color: blue;">THAT the Algonquin College Executive Team (ACET) review calendars and inform ACET members as to the events in which they are participating.</p>		
ACET 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 _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	Due to time constraints, this item was not discussed.		