

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 16, 2017	<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>	<b>THAT</b> the Algonquin College Executive Team (ACET) review and revise the agenda as discussed.		
<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 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>	Additions to the agenda were as follows: <u>Committee of Presidents (COP) Review:</u> The Executive Team was provided with updates from the March 15 COP meeting including: 50 <sup>th</sup> Anniversary Legacy monies, Executive Compensation, funding that is earmarked for the purpose of improving student mental health, Part-Time Certification for Support Staff, private career colleges, the Strategic Mandate Agreements (SMAs) and the proposed corridor funding formula. <u>Special Announcement:</u> A College-wide event will be planned for April 13. <u>Minister Morneau Visit (March 23, 2017):</u> The Executive Team was briefed on the upcoming "student-focused "campus visit from Minister Morneau.		

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<b>Date of Meeting</b>	March 16, 2017	<b>Agenda Item Number</b> (For office use only)	2
<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</b> <i>(name and title)</i>	Various ACET members		
<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	2.1 BOG Report: Management Summary Report to the BOG - Review <i>(to be circulated by email)</i> <del>2.2 BOG Report: Quarterly Business Plan Update (not required for April BOG mtg.)</del> 2.3 BOG Report: BoG Spring Key Messages – Review (S. Anderson) <del>2.4 Draft ACLT agenda – March 30, 2017 (S. DiMarco) To be discussed with Item #14.</del> 2.5 Policy ACO1 - Students with Disabilities (L. Stanbra) 2.6 Fall 2017 Convocation Ceremony Schedule (L. Stanbra) 2.7 Spring 2018 Convocation Dates and Venue (L. Stanbra) <del>2.8 March 01 ACET Meeting Minutes (T. McDougall) Deferred to March 29</del> <del>2.9 New Full-Time Positions and I/O Support Staff Positions for 2017-2018 (D. McNair)</del>	
<b>Recommendation</b> <i>(please provide ACET your recommendation requiring approval)</i>	<b>THAT</b> the Algonquin College Executive Team (ACET) approve the Consent Agenda items.		
<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> <i>(completed during ACET meeting)</i>	Item #2.5 was approved with minor revisions. Item #2.9 was approved with a minor revision to the Foundation position title. All other Consent Agenda items were approved as submitted.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 16, 2017	<b>Agenda Item Number (For office use only)</b>	3
<b>Topic</b>	Information Only Agenda Items		
<b>Requested By (ACET member)</b>	Not applicable	<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>	Not applicable		
<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 IELC Update (Weekly Standing item) – D. McNair, S. Anderson 3.2 I/O Position Report – C. Frederick 3.3 Vacancy & Complement Report – C. Frederick 3.4 Enrolment (standing item) – L. Stanbra, C. Brulé 3.5 Board Agenda April 10, 2017 – S. DiMarco 3.6 A-3 Lean Training Plan Update –D. Wotherspoon 3.7 ACET Update on Cisco Collaboration Opportunities – D. McNair	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<b>THAT</b> the Algonquin College Executive Team (ACET) receive the information items as submitted.		
<b>ACET Decision</b>	<input checked="" 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 _____ (Date) <input checked="" type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	Item #3.6 was removed for further discussion; names submitted for Lean training will be reconsidered and re-submitted to D. Wotherspoon. Training dates will be revised and then redistributed for consideration and registration. All other information items were received as submitted.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 16, 2017	<b>Agenda Item Number (For office use only)</b>	4
<b>Topic</b>	Business Arising		
<b>Requested By (ACET member)</b>		<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>			
<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		
<b>Recommendation</b> <i>(please provide ACET your recommendation requiring approval)</i>	<b>THAT</b> the Algonquin College Executive Team (ACET) be updated on items recalled to the agenda		
<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 checked="" type="checkbox"/> Deferred to _____ (Date) <input checked="" type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation</b> <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

<b>Date of Meeting</b>	March 16, 2017	<b>Agenda Item Number (For office use only)</b>	5
<b>Topic</b>	<p style="text-align: center;"><del>BOG Presentation: Algonquin Students' Association Athletics Recreation Complex</del>            This presentation was rescheduled – see item # 7</p>		
<b>Requested By (ACET member)</b>	C. Jensen, President	<b>Time Allotted</b>	30 min
<b>ACET Action Requested</b>	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
<b>Staff Presenting (name and title)</b>	P. Gardner, Senior Finance Manager – Special Projects J. Doyle, General Manager of the Algonquin Students' Association		
<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		
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) reviews and approves the Board of Governors PowerPoint presentation and Transmittal for the Athletics Recreation Complex to be presented on April 10, 2017</p>		
<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>	<p style="text-align: center;">This presentation was moved to item #7 on the agenda.</p>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 16, 2017	<b>Agenda Item Number (For office use only)</b>	6
<b>Topic</b>	The Algonquin College Coat of Arms		
<b>Requested By (ACET member)</b>	S. Anderson, Executive Director of Communications, Marketing and External Relations	<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 (name and title)</b>	S. Anderson, Executive Director of Communications, Marketing, and External Relations		
<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	06.0 ACET Transmittal Coat of Arms 06.1 Armorial Bearings BOG Transmittal April 10, 2017 v2 06.2 Coat of Arms Recommendations for BoG	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) approve and provide feedback on the presentation to the Board of Governors on the placement and use of the Algonquin College Coat of Arms.</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 checked="" type="checkbox"/> Deferred to <u>BoG April 11</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	S. Anderson provided the Executive Team with an overview of the Algonquin College Coat of Arms material that will be presented at the April 10, 2017 Board of Governors meeting. Suggestions and feedback were provided for consideration. Revisions will be incorporated as appropriate.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 16, 2017	<b>Agenda Item Number (For office use only)</b>	7
<b>Topic</b>	BOG Presentation: Algonquin Students' Association Athletics Recreation Complex		
<b>Requested By (ACET member)</b>	D. McNair, VP Finance and Administration	<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>	P. Gardner, Senior Finance Manager – Special Projects J. Doyle, General Manager of the Algonquin Students' Association		
<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	05.0 ACET Transmittal Athletics Recreation Complex. March 16 05.1 BOG Transmittal - Athletics Recreation Centre 10April2017 v7 05.2 ARC Presentation to ACET April 10.BoG.v5	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<b>THAT</b> the Algonquin College Executive Team (ACET) reviews and approves the Board of Governors PowerPoint presentation and Transmittal for the Athletics Recreation Complex to be presented on April 10, 2017.		
<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>BoG April 11</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 was provided with an overview of the Students' Association Athletics Recreation Complex information that will be presented at the April 10, 2017 Board of Governors meeting. Suggestions and feedback were provided for consideration. Revisions will be incorporated as appropriate.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 16, 2017	<b>Agenda Item Number (For office use only)</b>	8
<b>Topic</b>	February 22 Cisco Meeting Debrief		
<b>Requested By (ACET member)</b>	C. Jensen, President	<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 R. Norris, Technical Support Specialist, ITS C. Delmage, Senior Manager, Information Security and Data Privacy, ITS		
<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	08.0 Feb 22 Cisco Meeting Debrief Transmittal	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<b>THAT</b> the Algonquin College Executive Team debrief the February 22 Cisco meeting that took place in Toronto and determine next steps.		
<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>  Date To Be Determined  </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 discussed their February 22 visit to the Cisco Innovation Centre (Toronto) and potential areas of opportunity with Algonquin College. Further discussion will need to occur to determine areas in which Algonquin would like to explore as well as the required supporting funding model(s).		



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<b>Date of Meeting</b>	March 16, 2017	<b>Agenda Item Number (For office use only)</b>	9
<b>Topic</b>	LRT Phase 2 and Baseline Transit Station Update		
<b>Requested By (ACET member)</b>	D. McNair, VP Finance and Administration	<b>Time Allotted</b>	15 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>	T. Schonewille, Director, Physical Resources		
<b>Attachments (as read-ahead material)</b>	<input checked="" type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input type="checkbox"/> Other: Information to be posted	9.0 ACET Transmittal - LRT Phase 2 and Baseline Transit Station Update - 2017-03-16 (002) 9.1 LRT Overview_2017-03-03a 9.2 OCTranspo-Stage 2 LRT Program-Oct 5-2016	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<b>THAT</b> the Algonquin College Executive Team (ACET) receive the Light Rail Transit (LRT) Update for information and comment.		
<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>BoG Date TBD</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 was provided with an information update on the Light Rail Transit project construction and its impact on the College. A follow-up discussion with the City of Ottawa will be required to clarify the location of walkways. This item will return to ACET for the purpose of providing responses to the questions posed from the team (date to be determined). A meeting will also be scheduled with Councillor R. Chiarelli to discuss. This item will be added to a future Board of Governors meeting agenda (date to be determined).		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 16, 2017	<b>Agenda Item Number (For office use only)</b>	10
<b>Topic</b>	Canadian Chamber of Commerce		
<b>Requested By (ACET member)</b>	C. Jensen, President	<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 (name and title)</b>	J. G. Fréchette, Associate-Director of Government and Stakeholder Relations		
<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	10.0 ACET Transmittal and Exec Summary Canadian Chamber of Commerce 10.1 Talent for an Innovation Economy - What Does Canada Need 10.2 Top_10_Barriers_to_Competitiveness_in_2016	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) be informed of the College's new registration as a member with the Canadian Chamber of Commerce and its participation on policy committees.</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 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>	<p>The Executive Team were provided with an overview of Algonquin's membership to the Canadian Chamber of Commerce, and the various committees to which we have seats. The Committees will reach out to ACET members when meetings schedules are prepared. Should there be a committee of interest, ACET members are encouraged to advise the Associate Director, Government Relations and External Stakeholders.</p>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 16, 2017	<b>Agenda Item Number (For office use only)</b>	11
<b>Topic</b>	CICan Conference, Ottawa 2017		
<b>Requested By (ACET member)</b>	S. Anderson, ED of Communications, Marketing and External Relations	<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>	J. G. Fréchette, Associate-Director of Government and Stakeholder Relations		
<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 ACET Transmittal and Exec Summary CICan Conference 2017	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) be informed of the status of the 2017 Colleges and Institutes Canada (CICan) Conference. Topics include:</p> <ul style="list-style-type: none"> <li>▪ Volunteers</li> <li>▪ Session Facilitators</li> <li>▪ Networking Session Host Institution Contacts</li> <li>▪ Entertainment</li> <li>▪ Budget for transportation and hospitality for the Campus Tour</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 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>	The Executive Team accepted the information update as provided.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 16, 2017	<b>Agenda Item Number (For office use only)</b>	12
<b>Topic</b>	Magnet		
<b>Requested By (ACET member)</b>	C. Jensen, President	<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>	J. G. Fréchette, Associate-Director of Government and Stakeholder Relations		
<b>Attachments</b>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	12.0 ACET Transmittal and Exec Summary Magnet	
<b>Recommendation</b>	<p><b>THAT</b> the Algonquin College Executive Team:</p> <ul style="list-style-type: none"> <li>- Support the adoption of Magnet enterprise-wide.</li> <li>- Ask ACLT to consider its broad adoption following a presentation on May 25 by Magnet and the Local Employment Planning Council.</li> <li>- Support Magnet’s ambitious growth by supporting the partnership with the Local Employment Planning Council, participation in its governance structure and by working with Ryerson University and the Government of Ontario on its promotion.</li> <li>- Encourage the College and the LEPC to jointly apply for grants for pilot project through the Ontario Centre for Workforce Innovation.</li> </ul>		
<b>ACET Decision</b>	<input checked="" 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 May 25</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation</b>  <b>(completed during ACET meeting)</b>	<p>The Executive Team reviewed an informational video outlining the program’s benefits and merits. This item will be added to the May 25 ACLT agenda as a presentation by Mark Patterson and Ingrid Argyle.</p>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 16, 2017	<b>Agenda Item Number (For office use only)</b>	13
<b>Topic</b>	Learner Driven Space Plan Proposal		
<b>Requested By (ACET member)</b>	L. Stanbra, VP Student Services	<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>	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	13.1 Transmittal Learner Driven Space Plan 13.1 Learner Driven Space Plan v2	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) revisit, in order to confirm ACET alignment, regarding scoping elements, timeline and participants to develop a business case for a Learner Driven Service Delivery model in the C building.</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>ACET Mar 29</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	<p>The Executive Team was provided with an update on the Learner Driven Space plan proposal. This item will be recalled to the March 29 ACET meeting agenda.</p>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 16, 2017	<b>Agenda Item Number (For office use only)</b>	14
<b>Topic</b>	ACLT Draft Agenda, Regular Meeting March 30, 2017 Strategic Planning Retreat, April 24-25, 2017		
<b>Requested By (ACET member)</b>	C. Jensen, President	<b>Time Allotted</b>	15 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>	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	14.0 Transmittal ACLT draft Agenda for March, April, 2017 14.1 ACLT draft Agenda March 30, 2017 (v1) 14.2 ACLT Retreat draft agenda April 24, 25, 2017 (v1)	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) provide feedback on the draft agenda for the Algonquin College Leadership Team (ACLT) regular meeting on March 30, and the ACLT Strategic Planning Retreat on April 24, 25, 2017.</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 checked="" type="checkbox"/> Deferred to <u>D. Wotherspoon</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 draft agenda for the March 30, 2017 ACLT meeting. Comments and suggestions were provided for consideration; revisions and amendments will be made and the agenda redistributed. D. Wotherspoon will provide direction for the April 24-25 ACLT Retreat agenda.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 16, 2016	<b>Agenda Item Number (For office use only)</b>	15
<b>Topic</b>	All Admin Meeting Agenda		
<b>Requested By (ACET member)</b>	ACET	<b>Time Allotted</b>	15 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>	T. McDougall, EA 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	15.0 All Admin Meeting Transmittal 15.1 All Admin Dec 05 notes 15.2 Dec 05 All Admin Summary	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<b>THAT</b> the Algonquin College Executive Team discuss and draft the April 11 All Admin Meeting Agenda.		
<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 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>	The Executive Team provided feedback and suggestions on proposed agenda items for the April 11 All Admin meeting. C. Brulé will arrange for David Porter to provide an eCampus Ontario presentation at the beginning of the meeting. Other discussion items will include items similar to past meetings (i.e. Board of Governors meeting review, as well as a question and answer period).		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 16, 2016	<b>Agenda Item Number (For office use only)</b>	16
<b>Topic</b>	April 04 – 05 ACET Retreat Agenda		
<b>Requested By (ACET member)</b>	C. Jensen, President	<b>Time Allotted</b>	15 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>	C. Jensen, 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	16.0 ACET Retreat April 04-05 Transmittal 16.1 Agenda ACET Retreat Agenda April 05 2016	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<b>THAT</b> the Algonquin College Executive Team discuss the April 04-05 ACET Retreat to determine and finalize agenda items.		
<b>ACET Decision</b>	<input type="checkbox"/> Received for Information <input checked="" 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 checked="" type="checkbox"/> Report Back By <u>D. Wotherspoon</u> (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	The Executive Team discussed the April 04-05 ACET Retreat agenda. D. Wotherspoon will provide direction for discussion and presentation items.		



## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 16, 2017	<b>Agenda Item Number (For office use only)</b>	17
<b>Topic</b>	Sponsorship / Partnership Update		
<b>Requested By (ACET member)</b>	C. Jensen, President	<b>Time Allotted</b>	15 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>	C. Jensen, 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	17.0 Transmittal Partnerships and Sponsorships	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<b>THAT</b> the Algonquin College Executive Team (ACET) review and discuss upcoming and ongoing sponsorship requests and partnership opportunities.		
<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 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.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 16 , 2017	<b>Agenda Item Number (For office use only)</b>	18
<b>Topic</b>	Calendar Roundtable		
<b>Requested By (ACET member)</b>	C. Jensen, President	<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>	Various ACET Members		
<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	18.0 Calendar Roundtable Transmittal	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team review calendars and inform ACET members as to the events in which they are participating.</p>		
<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.		