

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 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)	THAT the Algonquin College Executive Team (ACET) review and revise the agenda as discussed.		
ACET Decision	<input type="checkbox"/> Received for Information <input checked="" type="checkbox"/> Approved as above recommendation <input checked="" type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	Additions to the Agenda include: <u>Siemens Video</u> : An “Ingenuity for Life” campaign video by Siemens highlighting the partnership with Algonquin College was shared with the Executive Team.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 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 May 25, 2017 ACLT agenda (T. McDougall) 2.2 2018-19 Academic Calendar (L. Stanbra) 2.3 April 26 ACET Minutes (T. McDougall) 2.4 Star Award - S. Miller (J. DelDuca)	
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 checked="" type="checkbox"/> Approved as above recommendation <input checked="" type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	All Consent Agenda items were approved as submitted. Clarification was provided for item 2.1 (May 25 ACLT agenda).		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 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 BOG Draft agenda for June 12, 2017 (V. Tiqui-Sanford) 3.2 ACET Update on Cisco Collaboration Opportunities (D. McNair) 3.3 50 th Anniversary Update (standing item) (S. Anderson) 3.4 2017 Risk Profile Approach (D. McNair) 3.5 Key Message Opportunity Calendar – May 2017 (S. Anderson) 3.6 ACLT Retreat Survey Summary (T. McDougall) 3.7 LMS Steering Committee Update (M. Cusson, P. Devey)	
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 checked="" type="checkbox"/> Report Back By <u>3.6: D. Wotherspoon</u> (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	All information items were received as submitted except for item #3.5. The 2017 Risk Profile Approach was removed for further discussion. C. Bonang and P. Leland provided an overview of the information that was submitted. The Executive Team was asked to forward feedback prior to the May 25 ACLT meeting. This item will be recalled to ACET at a later date. Additionally, a closer look will be given to item 3.6 (ACLT Retreat Survey Summary) to see what information/insight might be gained for future meetings. ACET members to send their comments to D. Wotherspoon.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST

Date of Meeting	May 10, 2017	Agenda Item Number (For office use only)	4.1
Topic	Annual Schedule of Fees Preparation Timeline – Proposed Adjustment REVISED – May 1, 2017		
Requested By (ACET member)	L. Stanbra, VP, Student Services	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)	K. Pearson, Registrar B. Eburne, Manager, Fees, Curriculum and Reporting		
Attachments (as read-ahead material)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other:	04.1.0 schedule of fees to ACET - follow-up from eText 04.1.1 ACET 12 April 2017 Annual Schedule of Fees Preparation Timeline Change v3 04.1.2. Appendix A Proposed 2018-19 Schedule of Fees Preparation Timeline v2 04.1.3. Appendix B Annual Schedule of Fees Preparation Procedure and Timeline v3	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) approve the revised timeline for the annual preparation of the Schedule of Fees leading to a Board of Governors presentation in December.</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>The Executive Team approved a change to the internal preparation of the annual Schedule of Fees leading to a December presentation to the Board of Governors. This change is to align with Ministry of Advanced Education and Skills Development changes to the Ontario Student Assistance Program and Net Tuition initiative whereby applicants are able to view tuition and ancillary fees upon receipt of the Letter of Admission.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 2017	Agenda Item Number (For office use only)	5
Topic	Enrolment Update – Spring 2017 and Fall 2017		
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 type="checkbox"/> PowerPoint (attached) <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other	05.0 Transmittal - ACET 10 May 2017 Enrolment Update	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) accept this Enrolment Report as information.		
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 an update on the status of enrolment for Spring 2017 and Fall 2017. Discussion highlights included payment messaging, the desire to improve campus tours, recruitment activity, listening tour feedback, and confirmation comparisons (16F vs 17F).		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 2017	Agenda Item Number (For office use only)	6
Topic	Project Fusion Update: May 4, 2017		
Requested By (ACET member)	D. McNair, V.P. 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)	C. Frederick, V.P. Human Resources		
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 Project Fusion Update ACET Transmittal and Exec Summary May_10_2017v5 06.1 Copy of Project Fusion May Dashboard Report_05052017	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) receive a general update on the status of Project Fusion –ERP Implementation</p>		
ACET Decision	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input checked="" type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>ACET May 24</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 informed of current and upcoming project activities, progress on key deliverables and milestones, project risks, issues and decisions related to Project Fusion. Discussions included suggestions and feedback for consideration at the June 12, 2017 Board meeting. This item will be recalled for future updates.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 2017	Agenda Item Number (For office use only)	7
Topic	Algonquin College's Alignment to the Broader Public Sector Procurement Guidelines and Upcoming Major Tenders		
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)	D, McNair, VP, Finance and Administration G. Warner, Associate Director, Strategic Procurement		
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 ACET Transmittal AC Alignment to BPS May 10, 2017 07.1 Procurement May 2017 v3	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) received this information on Procurement and Broader Public Sector guidelines for information.</p>		
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 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 was provided with an overview of the Broader Public Sector (BPS) procurement guidelines and policy. Discussion highlights included the purpose, and principles of the current BPS guidelines as well as a review of the draft schedule of upcoming service procurements. Clarification was provided for specific tenders. This information was received as presented.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 2017	Agenda Item Number (For office use only)	8
Topic	Campus Cleaning Operations		
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)	T. Schonewille, Director of Physical Resources		
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	08.0 ACET Transmittal and Exec Summary AC Cleaning Operations 170510 08.1 AC Cleaning Operations 170510	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) receives an overview of the cleaning operations at the Ottawa campus.</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 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 was briefed on Campus Cleaning Operations for the Ottawa campus. Discussion highlights included current state, general approach, quality control measures that are currently in place, a review of service that is currently underway, feedback that has recently been received and efforts regarding recycling and diversion. This item was received for information as presented.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 2017	Agenda Item Number (For office use only)	9
Topic	Program Proposal: Diagnostic Cardiac Sonography, Ontario College Graduate Certificate		
Requested By (ACET member)	C. Brulé, SVP, Academic	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)	B. Foulds, Dean, Faculty of Health, Public Safety and Community Studies J. Degan, Chair, Allied Health M. Cusson, Dean, Academic Development M. Leduc, Executive Director, Academic Operations & Planning		
Attachments (as read-ahead material)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	9.0 ACET Transmittal - Diagnostic Cardiac Sonography, OCGC - May 10, 2017 9.1 ACET - Diagnostic Cardiac Sonography OCGC - May 4 2017 9.2 - ACET - Diagnostic Cardiac Sonography OCGC Cash Flow - App B - May 10, 2017 9.3 ACET - Diagnostic Cardiac Sonography, OCGC - App C - PAC - April 27, 2017	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) approve the program proposal to go to ASAC for the following action:</p> <p>THAT the Academic and Student Affairs Committee (ASAC) recommends to the Board of Governors the approval of the Diagnostic Cardiac Sonography, Ontario College Graduate Certificate, effective Fall 2018.</p>		
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)	<p>The Executive Team approved the Diagnostic Cardiac Sonography, Ontario College Graduate Certification program proposal as submitted, conditional upon review of a new cashflow document that will align with the new corridor funding model. If available, this revised information will be presented at the May 29, 2017 Academic and Student Affairs Committee (ASAC) meeting for recommendation to the Board of Governors at the June 12, 2017 Board meeting.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 2017	Agenda Item Number (For office use only)	10
Topic	Education Program Effectiveness (EPE) Project – Phase 2 Draft Report		
Requested By (PC member)	D. McNair, VP Finance & Administration	Time Allotted	30 min
PC Action Requested	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting <i>(name and title)</i>	S. Finnigan, Project Manager C. Bonang, Director, Risk Management C. Holguin-Pando, Director, Applied Research R. Clayton, KPMG A. Newman, KPMG		
Attachments <i>(as read-ahead material)</i>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	10.0 ACET Transmittal – EPE Applied Research Project May 10 2017.docx 10.1 EPE Phase II Draft Recommendations v3.pptx	
Recommendation <i>(please provide PC your recommendation requiring approval)</i>	<p>THAT the Algonquin College Executive Team (ACET) receive the Phase 2 report and review the top 5 “priority recommendations” (page 5) for implementation in the current year.</p> <p>THAT the Algonquin College Executive Team (ACET) approve the preliminary project plan for Phase 3 with the following scope of review including committing to identifying the resources to complete the various projects noted below:</p> <ul style="list-style-type: none"> - Completion of 5 Standard Operating Procedures with cross-College implications (from page 6) - Create an Project Charter and KPI’s for Academic Learning Enterprises operated by the College (page 7) - Continue investigating utilization options (page 9) - Review of 5 services and perform full evaluation by December 2017 (page 10) 		
PC Decision	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input checked="" type="checkbox"/> Report Back By <u> D. McNair to KPMG </u> (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <i>(completed during PC meeting)</i>	The Executive Team was provided with an update on Phase 2 of the Education Program Effectiveness (EPE) Applied Research Project. Discussion highlights included a review of work completed to date, the top 5 priority recommendations and suggested next steps. ACET will discuss and provide direction regarding next steps.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 2107	Agenda Item Number (For office use only)	11
Topic	Algonquin College Management Academy		
Requested By (ACET member)	C. Frederick, VP Human Resources	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)	R. Volk, Manager, Centre for Organizational Learning		
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	11.0 Management Academy Update ACET Transmittal for May 10 Final 11.1 Management Academy Program Overview ACET May 10, 2017 11.2 Management Accountability Framework	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) approve and support the development and implementation of an updated Algonquin College Management Academy for 2017-2018.		
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 information on the proposed changes to the current Algonquin College Management Academy program. Approval and support was provided to move forward with the development and implementation of an updated Algonquin College Management Academy for 2017-2018.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 2017	Agenda Item Number (For office use only)	12
Topic	Debrief from CIGan President's Meeting		
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	12.0 Transmittal CIGan President's Meeting Debrief	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) be advised of discussions that took place during the President's Meeting at the 2017 CIGan (Colleges and Institutes Canada) Conference.</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 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 was advised on discussions held at the 2017 CIGan Conference President's meeting. ACET was asked to forward any feedback or suggestions to the President for her consideration.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 2017	Agenda Item Number (For office use only)	13
Topic	Debrief from Meeting with the Premier		
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	13.0 Transmittal Premier Meeting Debrief	
Recommendation (please provide ACET your recommendation requiring approval)	<p style="color: blue;">THAT the Algonquin College Executive Team (ACET) be advised of discussions that took place during the May 03 meeting with the Premier Wynne.</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 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 style="color: blue;">The Executive Team was briefed on discussions that occurred at a meeting between Ontario College Presidents and Premier Wynne.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 2017	Agenda Item Number (For office use only)	14
Topic	ACLT Chairing/Minutes		
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	14.0 Transmittal ACLT Chairing	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) review and discuss potential models for Chairing (and recording) Algonquin College Leadership Team (ACLT) meetings.</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>The Executive Team discussed the May 25 ACLT meeting and the absence of a minute-taker. A different approach will be taken for this meeting where only decisions and action items will be recorded directly on the agenda. This meeting will be chaired by S. Anderson; action items and decisions will be recorded by L. Stanbra.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 2017	Agenda Item Number (For office use only)	15
Topic	Algonquin College Leadership Team (ACLT) May 26 2017 Business Plan Meeting		
Requested By (ACET member)	D. Wotherspoon, VP Innovation and Strategic Priorities	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)	D. Wotherspoon, VP Innovation and Strategic Priorities E. Tyrie, Executive Assistant		
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	15.0 Transmittal 170510 ACLT May 26 2017 Business Plan Meeting 15.1 Draft ACLT Agenda May 26 2017 Meeting 15.2 Presentation 170510 ACLT 2017-18 Business Plan Top Initiatives Template	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) review and provide feedback to the Draft Algonquin College Leadership Team (ACLT) May 26, 2017 Meeting Agenda.		
ACET Decision	<input type="checkbox"/> Received for Information <input checked="" type="checkbox"/> Approved as above recommendation <input checked="" type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	The Executive Team was provided with an overview of the proposed agenda for the upcoming ACLT May 26 2017 Meeting Agenda as a pre-cursor to the 2018-19 budget and business plan discussions. Comments and feedback were provided. Revisions will be incorporated as discussed.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 2017	Agenda Item Number (For office use only)	16
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	16.0 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 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)	This item was not discussed as there were no updates to provide.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 2017	Agenda Item Number (For office use only)	18
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)	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	18.0 Calendar Roundtable Transmittal	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) review calendars and inform ACET members as to the events in which they are participating.		
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)	The Executive Team shared calendar meetings as appropriate.		