

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	September 06, 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 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>Hiring Policy: ACET June 28</u> (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 ACET agenda included: <u>eText Update:</u> C. Brulé updated the Executive Team on Day 1 challenges with eText, the impact on students and proposed solutions. C. Brulé will advise V. Ventura. <u>Collective Agreement Bargaining:</u> The Academic Office will prepare and distribute guiding principles on academic activities to assist with contingency planning should there be a labour disruption.		

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<b>Date of Meeting</b>	September 06, 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 August 23 ACET Meeting Minutes (T. McDougall)	
<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 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 Sept 13</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation</b> <i>(completed during ACET meeting)</i>	This item was deferred to the next ACET meeting.		

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<b>Date of Meeting</b>	September 06, 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 Status Update (D. McNair) <del>3.2 Workday Project Update (C. Frederick) (moved to a presentation as requested by CF)</del> 3.3 Key Message Opportunity Calendar – September 2017 (S. Anderson) 3.4 50 <sup>th</sup> Anniversary Update (S. Anderson) 3.5 Enrolment Update (M. Leduc/K. Pearson) 3.6 We Org Partnership Update (D. Wotherspoon) 3.7 LRT Stage 2 Pedestrian Link MOU Update – Preliminary Responses to ACET Questions	
<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 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 type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	<ul style="list-style-type: none"> <li>• Clarification was provided for item 3.3.</li> <li>• Items 3.6 and 3.7 were removed for comment and discussion.</li> <li>• All other items were received as submitted.</li> </ul>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST

<b>Date of Meeting</b>	September 06, 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>	10 min
<b>ACET Action Requested</b>	<input type="checkbox"/> Approval (Discussion) <input checked="" type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
<b>Staff Presenting (name and title)</b>			
<b>Attachments (as read-ahead material)</b>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input type="checkbox"/> Other:		
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) be briefed on any “Business Arising” items that are brought forward.</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>No Business Arising items were brought forward for discussion.</p>		

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<b>Date of Meeting</b>	September 06, 2017	<b>Agenda Item Number (For office use only)</b>	5
<b>Topic</b>	New Governor Orientation Part 2 Sept. 17, 2017		
<b>Requested By (ACET member)</b>	C. Jensen, President	<b>Time Allotted</b>	15 minutes
<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>	V. Tiqui-Sanford, Board Assistant, Board of Governors		
<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	05.1.0 New Governor Orientation Part 2 Agenda Sep 17, 2017 (DRAFT) 05.1.1 2017 Orientation Part 2 - Welcome to New Governors (C. Jensen + P. Nadeau for review) 05.1.2 2017 Orientation Part 2 - ASAC Overview (final) 05.1.3 2017 Orientation Part 2 - ARM Overview (final) 05.1.4 2017 Orientation Part 2 - Governance Overview (J. Robblee for review) 05.1.5 2017 Orientation Part 2 - Strategic Plan + Directions C. Jensen (CJ to review) 05.1.6 2017 Orientation Part 2 - Board Evaluation + PD (J. Robblee for review) 05.1.7 2017 Orientation Part 2 - Board Monitoring + Oversight (D. McNair + D. Wotherspoon to review)	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<b>THAT</b> the Algonquin College Executive Team (ACET) reviews and approves the New Governors Orientation Part 2 agenda and presentations in preparation for the Board of Governors Retreat on September 17, 2017 in Pembroke.		
<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>ACET Sept 13</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 new governor orientation Part 2 agenda and presentations in preparation for the Sunday, September 17, 2017 Board Retreat. Comments and feedback were provided for consideration. Amendments will be incorporated as discussed. The Retreat Facilitator (I. Smith) will be invited to the September 13 ACET meeting to review the final agenda with the Executive Team.		

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<b>Date of Meeting</b>	September 06, 2017	<b>Agenda Item Number (For office use only)</b>	6
<b>Topic</b>	Board Retreat Presentation: Learner-Driven Plan		
<b>Requested By (ACET member)</b>	C. Jensen, President	<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 C. Brulé, Senior Vice President Academic		
<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 - Learner-driven Plan BoG Retreat Dry-Run Sept 06 2017 06.1 Sept BoG Retreat - Learner driven plan v7	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<b>THAT</b> the Algonquin College Executive Team (ACET) provide input on the Board of Governor's Learner-Driven Plan presentation.		
<b>ACET Decision</b>	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input checked="" type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	The Executive Team reviewed the Learner-Driven Plan presentation and made recommendations for consideration. Revisions will be incorporated to the September 17-18, 2017 Board of Governors retreat materials.		

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<b>Date of Meeting</b>	September 06 , 2017	<b>Agenda Item Number (For office use only)</b>	7
<b>Topic</b>	College Budget Committee (CBC) Update: First Draft 2018-2019 Pro Forma Area Level Targets		
<b>Requested By (ACET member)</b>	D. McNair, Vice President Finance and Administration	<b>Time Allotted</b>	30 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>	G. Perry, Acting Director, Finance and Administrative Services C. Janzen, Chair, College Budget Committee		
<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	07.1 Transmittal - ProForma -06-Sept 2017 DMreviewed 07.1.1 Appendix A First Draft 2018-2019 Pro Forma Area Level Targets	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) accept the draft 2018-2019 Pro Forma and draft 2018-2019 area targets for information.</p>		
<b>ACET Decision</b>	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>ACET 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 presented with the current draft 2018-2019 Pro Forma and draft area targets to be utilized in the development of the annual budget. Clarification was provided. After this information is presented to the College Budget Committee (CBC), this item will return to ACET for further discussion (date to be determined).		

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<b>Date of Meeting</b>	September 06, 2017	<b>Agenda Item Number (For office use only)</b>	8
<b>Topic</b>	Re-Submission: College Technologies Committee (CTC) 2016-17 Q4 Update		
<b>Requested By (ACET member)</b>	D. Wotherspoon, VP, Innovation and Strategy	<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>	K. Pearson, Chair, CTC		
<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	08.0 College Technologies Committee 2016-17 Q4 Update 6 September 2017 Resubmission for Approval 08.1 Appendix B - 2016-17 SIP CTC Project Status Updates Summary Q4 Master v2 08.2 Appendix A - College Technologies Committee IT Project Prioritization Recommendations	
<b>Recommendation (please provide PC your recommendation requiring approval)</b>	<b>THAT</b> Algonquin College Executive Team (ACET) receive and approve the College Technologies Committee (CTC) 2016-17 Fourth Quarter (Q4) Report, originally submitted on 26 April 2017 and re-submitted 6 September 2017.		
<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 _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during PC meeting)</b>	The Executive Team was provided with an update on the status of the College Technology Committee (CTC). The Q4 report was approved as submitted.		



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<b>Date of Meeting</b>	September 06, 2017	<b>Agenda Item Number (For office use only)</b>	9
<b>Topic</b>	Procurement Procedure and Directive AD12 – Travel Meals and Hospitality		
<b>Requested By (ACET member)</b>	D. McNair, Vice President 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>	J. Pede, Manager, Operational Accounting and Payroll		
<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	09.0 Transmittal - Procurement Procedure and Directive AD12 - Travel Meals and Hospitality GP DM Edits 09.1 AD12 Policy_final clean JP Updates 09.2 AD12 Policy_final w markup JP Updates 09.3 ACET Sept 6, 2017 AD12 timeline presentation	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<b>THAT</b> the Algonquin College Executive Team (ACET) approve the proposed revisions to AD12 Travel, Meals and Hospitality Policy		
<b>ACET Decision</b>	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input checked="" type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	The Executive Team approved the proposed revisions to the AD12 Travel, Meals and Hospitality Policy with minor formatting amendments.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	September 06, 2017	<b>Agenda Item Number (For office use only)</b>	10
<b>Topic</b>	Accessibility for Ontarians with Disabilities Act (AODA), 2005 Education Standard, Compliance Reporting		
<b>Requested By (ACET member)</b>	C. Brulé SVP, Academic	<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>	W. Allan, Program Quality Assurance Administrator, Chair, Accessibility Committee		
<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 AODA Update 20170906 10.1 ACET Transmittal Accessibility Symbol 20170906 10.2 EndorsementRequestIcon	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) receive this information on the progress of the:</p> <ul style="list-style-type: none"> <li>• development of a provincial Education Standard under the AODA</li> <li>• completion of Algonquin College's AODA Compliance report, required to be submitted to the Accessibility Directorate of Ontario by December 31, 2017</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>	<p>The Executive Team was informed on the progress of development of the Ontario Education Standards, under the AODA. This information was received as presented. Additionally, ACET endorsed the Forward Movement request to legally adopt the Dynamic Symbol of Access (DSA) as an alternative to the currently used International Symbol of Access (ISA).</p>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	September 06, 2017	<b>Agenda Item Number (For office use only)</b>	11
<b>Topic</b>	College-Wide Electrical Shutdown		
<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>	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	11.0 ACET Transmittal - College-Wide Electrical Shutdown Sept. 6 2017 v2 11.1 2017 09 06 ESCO 2 Power shutdowns v2	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) approves the following proposed dates for Ottawa campus electrical shutdowns:</p> <ul style="list-style-type: none"> <li>- October 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup>, 2017 (pending confirmation that equipment will be received on time),</li> <li>- November 10<sup>th</sup> to 13<sup>th</sup>, 2017 (11pm to 8am)</li> <li>- November 24<sup>th</sup> to 26<sup>th</sup>, 2017 (11pm to 8am) (Note, no shutdowns required for a live zone test, but planning for one as a contingency plan).</li> </ul>		
<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>ACET Sept 13</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 presented with information on the planned electrical service shutdown dates for Fall 2017. Options were reviewed; recommendations were approved pending the timely delivery of equipment. This item will return to ACET on September 13 for further discussion, bringing forward further updates and more information.</p>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	September 06, 2017	<b>Agenda Item Number (For office use only)</b>	12
<b>Topic</b>	Net Zero Draft Template		
<b>Requested By (ACET member)</b>	D. McNair, VP Finance and Administration	<b>Time Allotted</b>	60 min
<b>ACET Action Requested</b>	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
<b>Staff Presenting (name and title)</b>	T. Schonewille, Director, Physical Resources		
<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	12.0 ACET Transmittal - Net Zero Draft Template - 2017-09-06 12.1 Campus Net Zero Transition Plan - Algonquin College Draft 170901 12.2 Net Zero Transition Plan - Algonquin College Draft 170901	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) receive an update on the Provincial “Net Zero” Funding Program for information and comment.</p>		
<b>ACET Decision</b>	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input 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 was provided with an update on current status of the provincial “Net Zero” Green House Gas (GHG) emissions reduction strategy, and associated funding programs. This information was received as submitted.</p>		

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<b>Date of Meeting</b>	September 6, 2017	<b>Agenda Item Number (For office use only)</b>	13
<b>Topic</b>	Project Workday Update: September 6, 2017		
<b>Requested By (ACET member)</b>	D. McNair, V.P. Finance and Administration	<b>Time Allotted</b>	2 hrs
<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>	C. Frederick V.P. Human Resources		
<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	13.0 Workday Update for ACET dated September 6 2017 13.1 Workday Support Model ACET September 6 2017 Final 13.2 Presentation 170906 ACET Workday Update v6.2	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) receive a general update on the status of Project Workday.</p>		
<b>ACET Decision</b>	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>ACET weekly</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 informed of current and upcoming project activities, progress on key deliverables and milestones, project risks, issues and decisions related to Project Workday. ACET approved the SIP funding allocation request, pending the confirmation of a March go live date.</p>		

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<b>Date of Meeting</b>	September 06, 2017	<b>Agenda Item Number (For office use only)</b>	14
<b>Topic</b>	Future of Health Services		
<b>Requested By (ACET member)</b>	L. Stanbra, Vice President, Student Services	<b>Time Allotted</b>	60 min
<b>ACET Action Requested</b>	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
<b>Staff Presenting (name and title)</b>	S. Styles, Director, Student Support Services D. McCutcheon, Director, Labour Relations S. Jordan, Manager, Health 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	14.0 ACET Transmittal - Health Services - Sept 6, 2017	
<b>Recommendation (please provide PC your recommendation requiring approval)</b>	<b>THAT</b> the Algonquin College Executive Team (ACET) provide feedback and endorse moving forward with consultations with key stakeholders regarding the future vision of Health Services.		
<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 _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	The Executive Team reviewed past and current elements of the vision for Health Services at the College. Comments and suggestions were provided. Endorsement was provided to continue discussions with key stakeholders regarding current state/future state, and possible transition strategies.		

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<b>Date of Meeting</b>	September 06, 2017	<b>Agenda Item Number (For office use only)</b>	15
<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	15.0 Transmittal for 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 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>	September 06 , 2017	<small>Agenda Item Number (For office use only)</small>	16
<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</b> <small>(name and title)</small>	Various ACET Members		
<b>Attachments</b> <small>(as read-ahead material)</small>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	16.0 Calendar Roundtable Transmittal	
<b>Recommendation</b> <small>(please provide ACET your recommendation requiring approval)</small>	<p style="color: blue;"><b>THAT</b> the Algonquin College Executive Team (ACET) 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</b> <small>(completed during ACET meeting)</small>	Due to time constraints, this item was not discussed.		