

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	August 23, 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 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)	<u>Additions to the ACET agenda included:</u> <u>President's Breakfast:</u> The Executive Team reviewed a scenario brief for the President's annual Breakfast event.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	August 23, 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 June 07 ACET Minutes DRAFT – T. McDougall 2.2 June 28 ACET Minutes DRAFT – T. McDougall 2.3 IELTS Off-Cycle Full-Time Position – D. Wotherspoon 2.4 Revised Convocation date (Pembroke) – L. Stanbra 2.5 RCM Surplus carry-forward – D. McNair 2.6 September 21 ACLT Meeting Agenda – T. McDougall	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) approve the Consent Agenda items.		
ACET Decision	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input checked="" type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input checked="" type="checkbox"/> Report Back By <u> D. Wotherspoon </u> (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	Items 2.1, 2.2, and 2.4 to 2.6 were approved as submitted. Item 2.3 (IELTS Off-Cycle Full-Time Position) was removed for clarification and will be re-submitted for approval.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	August 23, 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 EA Retreat Survey Summary (T. McDougall) 3.2 2017-2018 ACET Meeting Schedule Final (T. McDougall) 3.3 Key Message Opportunity Calendar – September 2017 (S. Anderson) 3.4 50 th Anniversary Update (S. Anderson) 3.5 Workday Update (Standing Item) (C. Frederick) 3.6 IELC Status Update (D. McNair)	
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 _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	Items 3.1 to 3.4, and 3.6 were received as submitted. Item 3.3 (Workday Update) was flagged for discussion, specifically the project budget and the “go live date.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST

Date of Meeting	August 23, 2017	Agenda Item Number (For office use only)	4
Topic	Business Arising		
Requested By (ACET member)	C. Jensen, President	Time Allotted	10 min
ACET Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting (name and title)			
Attachments (as read-ahead material)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input type="checkbox"/> Other: Information to be posted		
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) be briefed on any “Business Arising” items that are brought forward.</p>		
ACET Decision	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	<p>No items were brought forward for discussion.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	August 23, 2017	Agenda Item Number (For office use only)	5
Topic	Learner Driven Space Planning Update		
Requested By (ACET member)	L. Stanbra, Vice President Student Services	Time Allotted	30 min
ACET Action Requested	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting (name and title)	L. Stanbra, Vice President, Student Services P. Gardner, Senior Finance Manager - Special Projects P. Rouble, Associate Director, Physical Resources K. Pearson, Registrar		
Attachments (as read-ahead material)	<input checked="" type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other:	05.0 ACET Transmittal for August 23 2017 Learner Driven Space update. Final 5.3 05.1.0 ACET Presentation Learner driven space	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) accept the update on the learner driven space planning in development for the Investment Case that will be presented to the Board of Governors on October 16, 2017.</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 was provided an update on the process, research and content gathered and collated to date for the creation of a Learner Driven Space Investment Case. Further details and information will continue to be researched and gathered. This item is scheduled to be presented to ACET as a dry-run for the Board of Governors on September 19, 2017, and subsequently to the Board of Governors on October 16, 2017.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	August 23, 2017	Agenda Item Number (For office use only)	6
Topic	IELC Employee Innovation Hub Review of Schematic Design		
Requested By (ACET member)	D. McNair, VP Finance and Administration S. Anderson, Executive Director, External Relations, Communications and Marketing	Time Allotted	45 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)	T. Schonewille, Director, Physical Resources P. Rouble, Associate Director, Facilities Planning and Sustainability M. Cusson, Dean, Academic Development R. Volk, Manager, Centre for Organizational Learning P. Devey, Dean, Centre for Continuing and Online Learning K. Greeley, Supervisor, ITS Client Care Group		
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	06.0 ACET Transmittal - Review of Schematic Design for Innovation Centre Employee InnovationHubUpdate-2017-08-23b 06.1 IELC-EmployeeInnovationHub-2017-08-23c-ACET-Brief	
Recommendation (please provide PC your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) accepts the proposed Schematic Design Layout for the Employee Innovation Centre so that the project delivery team may proceed with the fit up of this space related to the walls, doors and interior glazing in this space.		
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 _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	The Executive Team was presented with the proposed schematic design of the Employee Innovation Hub to be included in the Innovation Centre. Feedback and comments were provided for consideration. ACET approved the design as presented. This item will be presented to the Steering Committee at their next meeting.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	August 23, 2017	Agenda Item Number (For office use only)	7
Topic	Program Proposal: Pathways to Indigenous Empowerment – Preparation Ontario College Graduate Certificate		
Requested By (ACET member)	C. Brulé, Senior Vice President, 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)	R. Heaton, Dean, Faculty of Arts, Media and Design 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	07.0 ACET Transmittal - Pathways to Indigenous Empowerment, OCC - August 23, 2017 07.1 ACET - Pathways to Indigenous Empowerment Preparation OCC - August 23 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 recommends to the Board of Governors the approval of the Pathways to Indigenous Empowerment – Preparation, Ontario College Certificate, effective Fall 2018.</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)	The Executive Team approved the Pathways to Indigenous Empowerment – Preparation, Ontario College Graduate Certificate program proposal as submitted. This information will be presented at the September 14, 2017 Academic and Student Affairs Committee (ASAC) meeting for recommendation to the Board of Governors.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	August 23, 2017	Agenda Item Number (For office use only)	8
Topic	First Quarter 2017-2018 Strategic Investment Priorities (SIP) Review		
Requested By (ACET member)	D. McNair, VP, Finance and Administration	Time Allotted	30 min
ACET Action Requested	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting (name and title)	C. Janzen, Chair, College Budget Committee E. Woods, Acting Manager, Financial Services		
Attachments (as read-ahead material)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	08.0 Transmittal - First Quarter 2017-2018 Strategic Investment Priorities (SIP) Review 08.1 Appendix A - Strategic Investment Priorities Capacity 08.2 Appendix B - Summary of Strategic Investment Priorities Adjustments and New Projects Requests for Q1 2017-2018	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) approve the</p> <ul style="list-style-type: none"> • Strategic Investment Priorities Capacity • First Quarter Strategic Investment Priorities projects adjustments and new projects 		
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 checked="" type="checkbox"/> Deferred to <u>ACET DATE TBD</u> (Date) <input checked="" type="checkbox"/> Report Back By <u>D. Wotherspoon and C. Frederick</u> (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	<p>The Executive Team was provided with an update on the 2017-2018 capacity for Strategic Investment Priorities projects. Approval was granted for the 2017-2018 First Quarter Adjustments to Strategic Investment Priority projects (project increases, decreases and new project requests), except for the Project Fusion and Innovation Centre AV Equipment requests; further information is required and needs to be resubmitted for approval.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	August 23, 2017	Agenda Item Number (For office use only)	9
Topic	Update Development of AC's Innovation and Entrepreneurship Plan		
Requested By (ACET member)	D. Wotherspoon, VP Innovation and Strategy	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, Vice President, Innovation and Strategy C. Holguin Pando, Co-chair A. Foti, Co-chair R. McLester, Co-chair		
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	09.0 Transmittal 170823Innovation Entrepreneurship Strategy Update REVISED 09.1 IE Strategy Presentation	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) is informed of the next steps being proposed in order to translate the recently completed Innovation and Entrepreneurship Strategic Aspiration, into an executable plan that is aligned to the College's Strategic Plan.</p>		
ACET Decision	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>ACET on a weekly basis</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 the actions being proposed to convert the recently completed Innovation and Entrepreneurship (aspirational) Strategy, into an executable plan. Feedback and comments were provided. This item will become a weekly standard agenda item to ACET (for presentation).</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	August 23, 2017	Agenda Item Number (For office use only)	10
Topic	Language Institute Visioning Exercise Update		
Requested By (ACET member)	D. Wotherspoon, VP, Innovation & Strategy	Time Allotted	60 min
ACET Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting (name and title)	E. Mulvey, Director, International Education Centre		
Attachments (as read-ahead material)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	10.0 Transmittal_LI Visioning Exercise_August 2017_V3 10.1 Language Institute Visioning Exercise_ACET_v6	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) accept the report for information.</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 was provided with an update on the Language Institute Visioning Exercise. The Algonquin College Executive Team accepted the report for information as discussed and agreed with the proposed next steps. Revisions will be made to the presentation as discussed.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	August 23, 2017	Agenda Item Number (For office use only)	11
Topic	Mandate Letter Review		
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 checked="" type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	11.0 Transmittal Mandate Letters 11.1 Doug Wotherspoon Mandate Letter 170705 11.2 June 11_mandate letter_VPHR_draft 11.3 Mandate Letter 2017 18 - VP Finance and Admin DRAFT 13july2017 11.4 ED Indigenous mandate letter 7 13 17 FV 11.5 Mandate Letter for VPSS - Draft 3	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) review and discuss area specific mandate letters that will be shared publicly with the Algonquin community.</p>		
ACET Decision	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>September 30, 2017</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	<p>The Executive Team reviewed the proposed Area Mandate Letters. Feedback was provided for consideration. Documents will be released publicly by the end of September 2017.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	August 23 rd , 2017	Agenda Item Number (For office use only)	13
Topic	Update on Development of AC's Customer Relationship Management (CRM) Strategy		
Requested By (ACET member)	D. Wotherspoon, VP Innovation and Strategy	Time Allotted	30 min.
ACET Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting (name and title)	D. Wotherspoon, Vice President, Innovation and Strategy A. McDonell, Chair, CRM Steering Committee		
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 170823 CRM Updatev2 13.1 Algonquin College CRM Working Draft 250517 V11	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) provide feedback on the recommended CRM Resource model.		
ACET Decision	<input type="checkbox"/> Received for Information <input checked="" type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	The Executive Team was provided with a proposed CRM Resource model for consideration. Feedback and comments were provided for consideration when forming the future strategy. This information was received as presented/discussed.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	August 23, 2017	Agenda Item Number (For office use only)	14
Topic	Coding camps/courses		
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 for Coding 14.1 Re Coding is the new cursive writing and we have to embrace it - The Globe and Mail	
Recommendation (please provide ACET your recommendation requiring approval)	<p style="color: blue;">THAT the Algonquin College Executive Team (ACET) review and discuss trends and opportunities to provide courses/programs to future prospective students.</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 style="color: blue;">The Executive Team discussed opportunities to expand “coding” programs within the College (starting with weekend coding camps). Discussion also included a suggestion for a proposed co-op consortium with external stakeholders.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	August 23, 2017	Agenda Item Number (For office use only)	15
Topic	LRT Stage 2 Pedestrian Link MOU Update		
Requested By (ACET member)	D. McNair, VP Finance and Administration	Time Allotted	30min
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, Physical 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	15.0 ACET Transmittal - LRT Stage 2 Pedestrian Link MOU update - 2017-08-23 15.1 LRT MOU - discussions with City	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) receive an update on the LRT Stage 2 Pedestrian Link MOU for information and comment.</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 received an update on the Memorandum of Understanding between the City of Ottawa and Algonquin College for the building, operating and cost sharing of a pedestrian link between the Bus Rapid Transit (BRT) station (to be built) at the LRT Baseline Station and the ACCE building. Feedback was provided for consideration.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	August 23, 2017	Agenda Item Number (For office use only)	16
Topic	ACET Retreat Agenda		
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 for ACET Retreat Agenda 16.1 DRAFT August 30-31 ACET Retreat Agenda	
Recommendation (please provide ACET your recommendation requiring approval)	<p style="color: blue;">THAT the Algonquin College Executive Team (ACET) review and approve the August 30-31 ACET Retreat agenda.</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 style="color: blue;">The Executive Team reviewed the August 30-31 ACET Retreat Agenda and provided feedback. Revisions will be implemented; an amended agenda will be distributed.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	August 23, 2017	Agenda Item Number (For office use only)	17
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	18.0 Transmittal for Sponsorships	
Recommendation (please provide ACET your recommendation requiring approval)	<p style="color: blue; margin: 0;">THAT the Algonquin College Executive Team (ACET) review and discuss upcoming and ongoing sponsorship requests and partnership opportunities.</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 style="color: blue; margin: 0;">The Executive Team discussed the status of partnerships and sponsorships. Meetings will continue into the new Academic year, and the framework will be revisited at a future strategy meeting.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	August 23 , 2017	<small>Agenda Item Number (For office use only)</small>	18
Topic	Calendar Roundtable		
Requested By (ACET member)	C. Jensen, President	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 <small>(name and title)</small>	Various ACET Members		
Attachments <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	18.0 Calendar Roundtable Transmittal	
Recommendation <small>(please provide ACET your recommendation requiring approval)</small>	<p>THAT the Algonquin College Executive Team (ACET) review calendars and inform ACET members as to the events in which they are participating.</p>		
ACET Decision	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input checked="" type="checkbox"/> Referred to <u>Alumni Evening: Next Roll out Meeting</u> (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <small>(completed during ACET meeting)</small>	The Executive shared calendar updates as appropriate.		