

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	June 07, 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 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) _____		
Amended Recommendation (completed during ACET meeting)	Additions to the ACET agenda included: <u>Online textbooks</u> : C. Brulé will follow-up on an announcement of free-textbooks from the Ministry; L. Stanbra will follow-up with the contact centre to determine if the College has received any inquiries regarding the announcement. <u>Priority for hiring process for other than full time</u> : The hiring policy will be recalled to the June 28 ACET meeting for further discussion and final approval. <u>BBQ Overview</u> : The Executive Team was provided with a briefing on the sequence of events for the June 08 President's BBQ.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	June 07, 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 22, 2017 (Draft) ACLT agenda (T. McDougall) 2.2 May 24 ACET Minutes – DRAFT (T. McDougall) 2.3 Policy SA07 Student Conduct (L. Stanbra) 2.4 CBC – 2018-2019 Budget Directions and Assumptions (D. McNair) 2.5 HRXX Sick Leave (Short Term & Long Term Disability) (C. Frederick)	
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)	Item 2.1 was removed for discussion. The Leadership Team meeting agenda will be updated with revisions as discussed. All other consent agenda items were approved as submitted.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	June 07, 2017	Agenda Item Number (For office use only)	3
Topic	Information Only Agenda Items		
Requested By (ACET member)	Not applicable	Time Allotted	15 min
ACET Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting (name and title)	Not applicable		
Attachments (as read-ahead material)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	3.1 INNOVATION CENTRE Update (D. McNair, (S. Anderson)) 3.2 50 th Anniversary Update (standing item) – (S. Anderson) 3.3 Workday Update (C. Frederick) 3.4 Innovation and Entrepreneurship Strategic Plan (Draft 2) (D. Wotherspoon) 3.5 Curr Admin - Document Archiving (M. Cusson) 3.6 Key Message Opportunity Calendar – June 2017 (S. Anderson) 3.7 College Ancillary Services 2016-2017 Annual Report (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 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 <u>3.5 ACLT meeting date TBD</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	<p>3.1 <u>Innovation Centre Update</u>: Comments were added to the SharePoint site; clarification on budgeting was provided.</p> <p>3.2 <u>50th Anniversary Update</u>: A thank-you letter will be sent to Mayor Watson for the Key to the City event.</p> <p>3.4 <u>Innovation and Entrepreneurship Strategic Plan</u>: Comments about this document are to be forwarded to D. Wotherspoon before the Advisory Panel’s June 14 meeting. Communications will come back with a plan (op ed versus media release) on what the Advisory Panels have accomplished and the impact on the community.</p> <p>3.5 <u>Curriculum Admin - Document Archiving</u>: The Executive Team was provided with confirmation that funding for this project would not be required. ACET is requesting a follow-up presentation once the project is complete. This item will be added to a future ACLT meeting agenda.</p> <p>*All other items received as submitted.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST

Date of Meeting	June 07, 2017	Agenda Item Number (For office use only)	4.1
Topic	Business Arising: 2017-2018 ACET Dates		
Requested By (ACET member)		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)			
Attachments (as read-ahead material)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input type="checkbox"/> Other:		
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 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>Due to time constraints, this item was not discussed. The proposed ACET meeting dates will be added to the Executive Teams calendars with minor amendments.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	June 07, 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	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)	M. Leduc, Executive Director, Academic Operations and Planning B. Eburne, Registrar		
Attachments (as read-ahead material)	<input type="checkbox"/> PowerPoint (attached) <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	05.0 ACET Transmittal 7 June 2017 Enrolment Update	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team 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 Algonquin College Executive Team was provided with an update on the status of enrolment for Spring 2017 and Fall 2017.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	June 07, 2017	Agenda Item Number (For office use only)	6.0
Topic	Residence Housing Study		
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)	B. Brownlee, Director, Ancillary Services M. Lowrey, Marketing and Communications Manager, Ancillary Services		
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_Residence Housing Study _June 7 2017 06.1 Algonquin College_Student Housing Market and Demand Study 06.2 Housing Study Findings_ACET	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) be informed on the findings of the Residence Housing Study.		
ACET Decision	<input type="checkbox"/> Received for Information <input checked="" type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>ACET Date TBD</u> (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 key recommendations of the Housing Market and Demand Study, conducted by The Scion Group in February of 2017. A demand analysis, key recommendations and future strategies were reviewed. The Residence Steering Committee will meet to review and discuss suggested recommendations; outcomes will be brought forward to ACET at a later date for review and approval.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	June 07, 2017	Agenda Item Number (For office use only)	7
Topic	Innovation Centre at Bayview Yards (ICBY).		
Requested By (ACET member)	D. Wotherspoon, VP Strategy and Innovation	Time Allotted	45 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, VP Strategy and Innovation C. Holguin-Pando, Director Partnerships, Applied Research, Innovation and Entrepreneurship		
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 Transmittal 170607 Innovation Centre at Bayview Yards 07.1 Presentation 170607 Innovation Centre at Bayview Yards	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) provides feedback on the direction being undertaking in developing a strategic relationship between Algonquin College and the Innovation Centre at Bayview Yards (ICBY).		
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 checked="" type="checkbox"/> Deferred to <u>ACET (Date TBD)</u> (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 Innovation Centre at Bayview Yards (ICBY) space, and the direction being undertaken in developing a strategic relationship with Algonquin College. This item will be recalled to the Executive Team at a later date with guiding principles, strategies, cost, and revenue targets/measurable objectives on the Algonquin space and how it is used (two models will come forward). Feedback and comments were requested. Information will be shared with Algonquin’s academic schools and the Algonquin College Leadership Team (ACLT).		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	June 07, 2017	Agenda Item Number (For office use only)	8
Topic	Algonquin College Data Breaches & Next Steps		
Requested By (ACET member)	D. Wotherspoon, VP Innovation and Strategy	Time Allotted	30 min
ACET Action Requested	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting (name and title)	D. Wotherspoon, VP Innovation and Strategy C. Delmage, Senior Manager - Information Security and Data Privacy		
Attachments (as read-ahead material)	<input checked="" type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input type="checkbox"/> Other: Information to be posted	08.0 ACET Transmittal 170607 Data Breaches and Next Steps 08.1 Presentation 170607 Data Breaches and Next Steps	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) provide feedback on the Data Breach and Recommendations presentation.		
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 checked="" type="checkbox"/> Deferred to <u>ACET August 2017 (Date TBD)</u> (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 College's data breach history from 2014-2017. Discussion included clarification of definitions (security incident versus data breach), industry trends, and next steps. Feedback and comments were provided. This item will be recalled to ACET in August, 2017 for the purpose of reviewing an overarching security plan.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	June 07, 2017	Agenda Item Number (For office use only)	9
Topic	Foundation/Alumni Implications of Canada's Anti-Spam Legislation (CASL)		
Requested By (ACET member)	L. Stanbra, Vice President, Student Services	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	A. Desjardins, Executive Director, Algonquin College Foundation		
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 CASL ACET Transmittal	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) be aware of how Canada's Anti-Spam Legislation impacts the operations of the Algonquin College Foundation and the Algonquin College Alumni and Friends Network.</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 outline of a legal opinion and system-wide research on how Canada's Anti-Spam Legislation (CASL) impacts electronic communication to the College's donor and alumni networks. The presentation also illustrated the steps the Algonquin College Foundation has taken to comply with the legislation. Questions and clarification followed (specifically regarding compliance with other Algonquin College staff). C. Delmage will be contacted to verify the need for CASL statements on regular College emails.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	June 07, 2017	Agenda Item Number (For office use only)	10
Topic	Review of the Transportation Strategy		
Requested By (ACET member)	D. McNair, VP Finance and Administration	Time Allotted	60 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 Development		
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 ACET Transmittal - TransportationStrategyReview-2017-06-07a 10.1 TransportationStrategy Draft 2017-05-29_issued	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) reviews the Transportation Strategy and approves it for use to inform the Integrated College Development Planning (ICDP) related to infrastructure.</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 Algonquin College Executive Team (ACET) reviewed the Transportation Strategy and approved it for use with Integrated College Development Planning (ICDP) framework. Discussion highlights included the possibility of creating a College bike-share program, College engagement with CCOL, and the Smart City Symposium study to help provide guidance on next steps.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	June 07, 2017	Agenda Item Number (For office use only)	11
Topic	Innovation Centre –Work Environments for the Library Team - Update		
Requested By (ACET member)	D. McNair, VP, Finance and Administration	Time Allotted	60 minutes
ACET 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>	T. Schonewille, Director, Physical Resources P. Rouble, Associate Director, Facilities Planning and Development Representatives from the Library Stakeholder Team		
Attachments <i>(as read-ahead material)</i>	<input checked="" type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	11.0 ACET Transmittal - IELC - NewWorkEnvironments-LibraryTeam-2017-06-07 11.1 ExploringNewWorkEnvironments-LibraryTeam 2017-06-07a-ACET-Update	
Recommendation <i>(please provide ACET your recommendation requiring approval)</i>	THAT The Algonquin College Executive Team (ACET) review the attached Powerpoint, “Rethinking Work Environments in the Innovation Centre: Working with the Library Stakeholder Team”, and approves the proposed New Work Environment model for the Library Team located in the IELC.		
ACET Decision	<input type="checkbox"/> Received for Information <input checked="" type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation <i>(completed during ACET meeting)</i>	The Executive Team approved the proposed Work Environment model for the Library Team in the Innovation Centre.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	June 07 , 2017	Agenda Item Number (For office use only)	12
Topic	All Admin meeting agenda		
Requested By (ACET member)	T. McDougall, Director President's Office	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)	T. McDougall, Director President's Office		
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 for All Admin meeting agenda 12.1 April 11 2017 All Admin post meeting survey report 12.2 Workday_Presentation June 13_ 2017 FINALpptx 12.3 DRAFT All Admin Slide Deck June 13 2017 12.4 All Admin Slide Deck April 11 2017	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) discuss the June 13 All Admin Meeting agenda and approve discussion items.</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 reviewed and finalized the June 13 All Admin Meeting agenda. This document will be amended and distributed as discussed.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	June 07 , 2017	<small>Agenda Item Number (For office use only)</small>	13
Topic	ACET Discussion: Introduction of the Fair Workplaces, Better Jobs Act		
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	13.0 Transmittal for Fair Workplaces, Better Jobs Act 13.1 Letter from Minister Deb Matthews regarding introduction of the Fair Workplaces Better Jobs Act 2017	
Recommendation <small>(please provide ACET your recommendation requiring approval)</small>	<p>THAT the Algonquin College Executive Team (ACET) review the June 01, 2017 email from the Ministry of Advanced Education and Skills Development (MAESD) regarding the Introduction of the Fair Workplaces, Better Jobs Act, and discuss next steps.</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 <small>(completed during ACET meeting)</small>	C. Frederick and D. McNair have been asked to action this item. Human Resources has started a review and impact assessment of the proposed legislation, led by M. Lewis.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	June 07, 2017	Agenda Item Number (For office use only)	14
Topic	Part-time Administrative Employees – Total Compensation		
Requested By (ACET member)	C Frederick, VP, Human Resources	Time Allotted	20 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. Frederick, Vice- President, Human Resources		
Attachments (as read-ahead material)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other:	14. ACET Transmittal and Exec Summary Part time Administrative Total Compensation June 7, 2017	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) approve proposal for enhancing total compensation for Part time Administrative Staff.</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 checked="" type="checkbox"/> Deferred to <u>ACET Date TBD</u> (Date) <input type="checkbox"/> Report Back By _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	<p>The Executive Team discussed a proposal to enhance compensation for part-time Administrative employees. Suggestions will be reviewed for costing viability. This item will be recalled to ACET at a later date.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	June 07, 2017	Agenda Item Number (For office use only)	15
Topic	Project Retention Compensation		
Requested By (ACET member)	C. Frederick, VP, Human Resources	Time Allotted	20 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. Frederick, Vice-President, Human Resources		
Attachments (as read-ahead material)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other:	15. ACET Transmittal and Exec Summary Project Retention Compensation June 7, 2017	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) approve Retention Bonus payments for Part-time Administrative Staff in key project roles.		
ACET Decision	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>ACET Date TBD</u> (Date) <input type="checkbox"/> Report Back By _____ (PC Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	The Executive Team reviewed a proposed retention bonus plan for part-time administrative staff playing key project role. This item was not approved as proposed and will be recalled to ACET for further review and discussion.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	June 07, 2017	Agenda Item Number (For office use only)	16
Topic	World Conference for Online, Open and Flexible Learning		
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 World Online conference transmittal 16.1 LETTER TO COLLEGE PRESIDENTS - Re ICDE VERSION 16.2 QUESTIONS FOR COLLEGE PRESIDENTS -reHeads meeting at ICDEdocx	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) review and discuss the World Conference for Online, Open and Flexible Learning (October 2017) and Algonquin’s participation/involvement.		
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)	The Executive Team discussed Algonquin College participation for this event.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	June 07, 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	17.0 Transmittal for 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)	Due to time constraints, this item was not discussed.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	June 07 , 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 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 <small>(completed during ACET meeting)</small>	Due to time constraints, this item was not discussed.		