

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	February 07, 2018	<b>Agenda Item Number (For office use only)</b>	1
<b>Topic</b>	Approval of Agenda		
<b>Requested By (ACET member)</b>	C. Jensen, President	<b>Time Allotted</b>	10 min
<b>ACET Action Requested</b>	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
<b>Staff Presenting (name and title)</b>	C. Jensen, President		
<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 type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	Additions to the agenda included: <ul style="list-style-type: none"> <li><u>Dare District naming event briefing</u>: The Executive Team was provided a scenario briefing for the February 09 naming event. The external guest list was reviewed.</li> <li><u>Digital North Project</u>: The Executive Team was provided with a status update on a proposed initiative.</li> <li><u>Feb 07 All Admin Meeting</u>: The Executive Team reviewed the meeting framework, key messages and the PowerPoint slide deck. Revisions will be made as discussed.</li> </ul>		

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<b>Date of Meeting</b>	February 07, 2018	<b>Agenda Item Number (For office use only)</b>	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 (name and title)</b>	Various ACET members		
<b>Attachments (as read-ahead material)</b>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	2.1 DRAFT January 31, 2018 ACET Minutes (M. Wilson)	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<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 checked="" type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	The consent agenda item was approved as submitted.		

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<b>Date of Meeting</b>	February 07, 2018	<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>	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>	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 Update on the Development of AC's Innovation Centre and Entrepreneurship Plan (D. Wotherspoon) 3.2 Student One Stop Space (L. Stanbra, D. McNair) 3.3 Enrolment Update (K. Pearson, M. Leduc) 3.4 2018 Board of Governors Election – Electoral Committee (D. McNair) 3.5 Residence Monetization Update (D. McNair) 3.6 March Road Land (D. McNair) 3.7 50 <sup>th</sup> Anniversary Update (S. Anderson) 3.8 Bill 148 Risk Assessment Update (C. Bonang)	
<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 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 _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	Information Items were received as submitted (with some clarification for items 3.5 and 3.6).		

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<b>Date of Meeting</b>	February 07, 2018	<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 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: Information to be posted		
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) bring forward previous agenda items for further review and/or discussion.</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 checked="" type="checkbox"/> Other (Specify) <u>Not applicable</u>		
<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>	February 07, 2018	<b>Agenda Item Number (For office use only)</b>	5
<b>Topic</b>	Changemaker Award: Outdoor Adventure Fat Bike Research Tour of Iceland		
<b>Requested By (ACET member)</b>	C. Brulé, SVP Academic	<b>Time Allotted</b>	5 min
<b>ACET Action Requested</b>	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
<b>Staff Presenting (name and title)</b>	<p style="text-align: center;"> <b>Chris Melmoth</b> – Coordinator/Professor, Outdoor Adventure  <b>Connor Hamilton</b> – 2<sup>nd</sup> Year Outdoor Adventure student  <b>Connor Furneaux</b> – 2<sup>nd</sup> Year Outdoor Adventure student  <b>Matthew Asselin</b> – 2<sup>nd</sup> Year Outdoor Adventure student  <b>Zander Guardado-Scorsone</b> – 2<sup>nd</sup> Year Outdoor Adventure student  <b>Jacob Groulx</b> – 2<sup>nd</sup> Year Outdoor Adventure student           </p>		
<b>Attachments (as read-ahead material)</b>	<input checked="" type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	05.0 ACET ChangeMaker Award - February 07, 2018 05.1 ChangeMaker 17-18 - Fat Bike Presentation, Feb 7, 2018	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p style="text-align: center;"><b>THAT</b> the Algonquin College Executive Team (ACET) receives the presentation as a practice run for the February 26, 2018 Board of Governors presentation.</p>		
<b>ACET Decision</b>	<input checked="" type="checkbox"/> Received for Information <input checked="" type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>BoG February 26 2018</u> (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	<p>The Executive Team was provided with an overview of the Changemaker Award presentation that students from the Outdoor Adventure program will be providing to members of the Board at the February 26 Board of Governors meeting.</p>		

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<b>Date of Meeting</b>	February 07, 2018	<b>Agenda Item Number (For office use only)</b>	6
<b>Topic</b>	Innovation Centre Project Update		
<b>Requested By (ACET member)</b>	D. McNair, V.P. Finance and Administration	<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>	D. McNair, V.P. Finance and Administration S. Anderson, E.D. Communications, Marketing and Ext. Relations		
<b>Attachments (as read-ahead material)</b>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	05.0 ACET ChangeMaker Award - February 07, 2018 05.1 ChangeMaker 17-18 - Fat Bike Presentation, Feb 7, 2018	
<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 the Innovation Centre (also IELCIIE) project.</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>T. Schonewille provided the Executive Team with a general update on the Innovation Centre project. Discussion highlights included mitigation of noise levels in front of the Test Centre, courtyard piping, the temporary shutdown of stairwell 5, recent flooding incidents, interruption to the College radio station (CKDJ), an announcement from the Ministry regarding Post-Secondary Institutions Strategic Investment Fund (PSISIF) project extension requests, and tours for groups moving into the new space. Managers can request a tour for their group through either T. Schonewille or L. Smith.</p>		

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<b>Date of Meeting</b>	February 07, 2018	<b>Agenda Item Number (For office use only)</b>	7
<b>Topic</b>	Date of Equal Consideration (Admissions) Update		
<b>Requested By (ACET member)</b>	L. Stanbra, VP Student Services	<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>	K. Pearson, Registrar		
<b>Attachments (as read-ahead material)</b>	<input checked="" type="checkbox"/> PowerPoint (to be presented live) <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	07.0 ACET 7 February 2018 Date of Equal Consideration Report (Fall Applications)	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) accept this Admissions February 1<sup>st</sup> Date of Equal Consideration report as information.</p>		
<b>ACET Decision</b>	<input type="checkbox"/> Received for Information <input checked="" type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	<p>The Executive Team reviewed the Date of Equal Consideration Report and was provided with an update on the status of applications for the Fall 2018 term.</p>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	February 07, 2018	<b>Agenda Item Number (For office use only)</b>	8
<b>Topic</b>	President's Star Award Presentation		
<b>Requested By (ACET member)</b>	ACET	<b>Time Allotted</b>	15 min
<b>ACET Action Requested</b>	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
<b>Staff Presenting (name and title)</b>	Various members of ACET		
<b>Attachments (as read-ahead material)</b>	<input checked="" type="checkbox"/> PowerPoint (to be presented live) <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	08.1 President's Star Presentation for Paul Gardner held on February 7, 2018 Final	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) present a President's Star Award to a deserving Algonquin employee.</p>		
<b>ACET Decision</b>	<input type="checkbox"/> Received for Information <input checked="" type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	<p>The Executive Team presented a President's Star Award to Paul Gardner, Senior Finance Manager, Special Projects.</p>		



## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	February 07, 2018	<b>Agenda Item Number (For office use only)</b>	9
<b>Topic</b>	Meeting with Ontario Centres of Excellence (OCE)		
<b>Requested By (ACET member)</b>	Various members of ACET	<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>	Various members of ACET C. Holguin-Pando, Director Applied Research and Partnerships		
<b>Attachments (as read-ahead material)</b>	<input checked="" type="checkbox"/> PowerPoint (to be presented live) <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	09.1 Ontario Centres of Excellence 09.1Agenda - Algonquin College 09.2 Tom Corr-Full Bio-Nov2017 09.3 OCE attendees	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) meet with members of the Ontario Centres of Excellence (OCE) for:</p> <ul style="list-style-type: none"> <li>• An overview of Ontario Centres of Excellence</li> <li>• An overview of OCE programs and strategic initiatives</li> <li>• A relationship review – Algonquin College &amp; OCE</li> <li>• A discussion of Algonquin College’s vision and objectives</li> <li>• A discussion of new relationship opportunities</li> </ul>		
<b>ACET Decision</b>	<input checked="" type="checkbox"/> Received for Information <input checked="" type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input 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>	Key members of the Ontario Centres of Excellence (OCE) met with the Executive Team to reconnect as well as provide an overview of their programs and initiatives. Future collaborative opportunities were also explored.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	February 07, 2018	<b>Agenda Item Number (For office use only)</b>	10
<b>Topic</b>	Workday Update: February 1-7, 2018		
<b>Requested By (ACET member)</b>	D. Wotherspoon, VP Innovation and Strategy	<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>	L. Pollock, Chief Digital Officer and A. Fobert, Senior Transformation Manager		
<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_Workday Update_2018-02-07_v3 10.1 Project Workday Dashboards - Feb 2 2018	
<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 status of the Workday (Enterprise Resource Planning) implementation.</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>Feb 14 ACET</u> (Date) <input checked="" type="checkbox"/> Report Back By <u>D. Wotherspoon</u> (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	<p>The Executive Team was provided with an update on the status of the Workday project. Discussion highlights included contract discussions, progress made to date (or lack thereof), and next steps. An analysis of work completed against invoices paid is underway. G. Warner will be consulted in reference to contract review and information that will be presented at the February 26, 2018 Board of Governors meeting. This item will return to the February 14 ACET meeting.</p>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	February 07, 2018	<b>Agenda Item Number (For office use only)</b>	11
<b>Topic</b>	2018-19 Business Planning Development Process Check-In		
<b>Requested By (ACET member)</b>	C. Jensen, President	<b>Time Allotted</b>	2 hours
<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>	D. Wotherspoon, Vice President, Innovation and Strategy		
<b>Attachments (as read-ahead material)</b>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	11.0 ACET Transmittal 2018-19 Business Plan and Check in 18-02-07 11.01 ACET 2018-19 Business Planning Timeline Check-In 18-02-07	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) review and provide feedback on the following as presented.</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 checked="" type="checkbox"/> Deferred to <u>ACET February 14</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 reviewed progress made to date in developing the 2018-2019 Business Plan. Key milestones and next steps were discussed. ACET members will make revisions as discussed. This item will return to the February 14 ACET meeting (amended note, this item will be uploaded as an information item rather than a discussion/presentation item).</p>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	February 07, 2018	<b>Agenda Item Number (For office use only)</b>	12
<b>Topic</b>	February 16 ACLT Meeting Agenda Review		
<b>Requested By (ACET member)</b>	ACET	<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>	T. McDougall, Director Office of the President		
<b>Attachments (as read-ahead material)</b>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	12.0 February 16 2018 ACLT Meeting Agenda Transmittal 12.1 Feb 16 2018 ACLT Meeting Agenda	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) reviews and approves the February 16, 2018 Leadership Team meeting draft agenda.</p>		
<b>ACET Decision</b>	<input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input checked="" type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input 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 reviewed the February 16 ACLT meeting agenda. Revisions will be made as discussed.</p>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	February 07, 2018	<b>Agenda Item Number (For office use only)</b>	13
<b>Topic</b>	CiCan Leadership Development Training		
<b>Requested By (ACET member)</b>	C. Frederick, VP Human Resources	<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. Frederick, Vice President, Human 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	13. 2018 February 07 CiCan Leadership Development for ACET approval	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<b>THAT</b> the Algonquin College Executive Team (ACET) approve employees to attend the following 2018 CiCan Leadership Institute programs.		
<b>ACET Decision</b>	<input type="checkbox"/> Received for Information <input checked="" type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>Conference attendees: 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 reviewed nominations brought forward for the 2018 CiCan Leadership Development Program. Each Executive Team member will coordinate the registration of their approved participant. Additionally, CiCan Conference attendees are still to be reviewed (date TBD).		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	February 07, 2018	<b>Agenda Item Number (For office use only)</b>	14
<b>Topic</b>	Administrative Position Review		
<b>Requested By (ACET member)</b>	C. Frederick, VP Human Resources	<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>	C. Frederick, Vice President, Human 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	14.2 Area 2 Administrative Positions-Full time and Fixed Term Review 14.3 Area 3 - Administrative Positions-Full time and Fixed Term 14.4 ALL Area's Summary of Administrative Positions Full time and Fixed Term February 6, 2018	
<b>Recommendation (please provide ACET your recommendation requiring approval)</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) review positions falling under the Administrative grouping for potential areas of savings.</p>		
<b>ACET Decision</b>	<input type="checkbox"/> Received for Information <input checked="" type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Amended Recommendation (completed during ACET meeting)</b>	<p>The Executive Team reviewed a list of College-wide Administrative positions and discussed areas that could address pending Bill 148/ESA legislation. Suggestions will be considered for possible implementation.</p>		