

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	April 24, 2018	Agenda Item Number (For office use only)	1
Topic	Approval of Agenda		
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 checked="" 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 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 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)	No further items were added to the agenda.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	April 24, 2018	<small>Agenda Item Number (For office use only)</small>	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	<i>2.1 DRAFT April 18, 2018 ACET Minutes (T. McDougall) deferred to May 09 ACET</i>	
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 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)	No Consent Agenda items were brought forward.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	April 24, 2018	Agenda Item Number (For office use only)	3
Topic	Information Only Agenda Items		
Requested By (ACET member)	Not applicable	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)	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 Update on the Development of AC's DARE District and Entrepreneurship Plan (D. Wotherspoon) 3.2 Enrolment Update (K. Pearson, M. Leduc) 3.3 Student One Stop Space (L. Stanbra, D. McNair) 3.4 50 th Anniversary Update (S. Anderson) 3.5 ESA Implementation Update (C. Frederick, D. McNair) 3.6 Key Message Opportunity – May (S. Anderson) 3.7 Therapy Dog Update (S. Anderson)	
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 type="checkbox"/> Deferred _____ (Date) <input checked="" type="checkbox"/> Report Back By <u>S. Anderson</u> (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	All information items were received as submitted. Item 3.7 (Therapy Dog) was removed for clarification on the purpose of the program. A detailed report, including research to date and program benefits will be provided to ACET members.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	April 24, 2018	Agenda Item Number (For office use only)	4
Topic	Business Arising		
Requested By (ACET member)		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	Verbal discussion only.	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) bring forward previous agenda items for further review and/or discussion.</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)	No Business Arising items were brought forward.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	April 24, 2018	Agenda Item Number (For office use only)	5
Topic	Standing Item: Requests to Fill		
Requested By (ACET member)	C. Frederick, VP Human Resources	Time Allotted	10 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)	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		
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) bring forward any “Request to Fill” positions for approval.</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)	No “Request to Fill” positions were brought forward for review.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	April 24, 2018	Agenda Item Number (For office use only)	6
Topic	Standing Item: Travel Authorization Request Review		
Requested By (ACET member)	D. McNair, VP Finance and Administration	Time Allotted	10 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)	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	06.1 DW- Travel to Waterloo University 06.2 David Hall - Travel to Waterloo University 06.3 Ilya Golub- Montreal, Quebec 06.4 Tania Palazzolo and Trevor Van Peppin – Montreal 06.05 Kyle_APR_CICan_2018Travel-And-Advance-Authorization 06.05.1 ARIE Pre-Travel Kyle_Flavel_CICan_2018 06.06 Matthew_APR_CICan_2018Travel-And-Advance-Authorization 06.06.1 ARIE Pre-Travel Matthew_Jerabek_CICan_2018 06.07 Danielle Ewong travel to Montreal, PQ 06.08 Janna Holmes travel to Montreal, PQ 06.09 Amy Simoneau travel to Montreal, PQ 06.10. John Omura - Niagara on the Lake, On 06.11 John Omura-Toronto 06.12 Cristina Holguin-Pando - Polytechnics Conference 06.13 Sahar Faqiri- Victoria, BC 06.14 Albert Teh - Orlando, Florida	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) bring forward any “Request to Fill” positions for approval.		
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)	The Executive Team discussed the Travel Authorization Requests that were brought forward for review. Request 06.12 and 06.14 will be removed from circulation and returned to the originator. All other requests will move forward as intended. Discussion highlights included alignment of decisions at the VP level, conference attendance (optional or necessity, number of people, alternate options to attending in-person), and funded versus non-funded travel.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	April 24, 2018	Agenda Item Number (For office use only)	7
Topic	DARE District Update		
Requested By (ACET member)	D. McNair, V.P. Finance and Administration	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)	D. McNair, V.P. Finance and Administration S. Anderson, E.D. Communications, Marketing and Ext. Relations		
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 2018-04-24 DARE District Project Update	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) receive a general update on the status of the DARE District project.</p>		
ACET Decision	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	<p>The Executive Team was provided with an update on the progress of the DARE District construction project. Discussion highlights included upcoming building inspectors site visits, the addition of second floor doors (required for fire separation zones), and the initiation and management of the mural project (to start on May 14). Furniture will start arriving the week of May 07.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	April 24, 2018	Agenda Item Number (For office use only)	8
Topic	Workday Update: April 16-20, 2018		
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)	L. Pollock, Chief Digital Officer		
Attachments (as read-ahead material)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other	08.0 ACET Transmittal 180424 Workday	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) receive an update on the status of the Workday Enterprise Resource Planning (ERP) implementation.</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>D. McNair will follow up with G. Perry to discuss resource allocation</u> (Group or Person) <input checked="" type="checkbox"/> Deferred to <u>ACET May 09</u> (Date) <input checked="" type="checkbox"/> Report Back By <u>D. Wotherspoon, L. Pollock</u> (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	<p>The Executive Team was informed of current and upcoming project activities, progress on key deliverables and milestones, project risks, as well as issues and decisions related to the Workday ERP implementation. Discussion highlights included the completion of sub-planning with PWC, completion of the Terms of Reference for the Steering Committee, tracking of milestones, ongoing conversations regarding the proposed concession package, resource allocations, and the importance of having managers engaged. This item will return to the May 09 ACET meeting for further updates.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	April 24, 2018	Agenda Item Number (For office use only)	9
Topic	SA Priorities Year-End Report for 2017-18		
Requested By (ACET member)	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)	V. Ventura, President, Students' Association S. Decker, Vice President, Students' Association		
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	<i>No read-ahead material provided. PowerPoint presented at the meeting.</i>	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) be informed of the Students' Association priorities and progress from 2017-18.		
ACET Decision	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input checked="" type="checkbox"/> Other (Specify) <u>V. Ventura will forward consultation notes to L. Stanbra</u>		
Amended Recommendation (completed during ACET meeting)	The Executive Team received the Students' Association Priorities year-end report. Notes on consultation with students regarding mental health will be forwarded from the SA President. Discussion highlights included eText (i.e. continuing to monitor performance and evaluate the value of the eText program), student learning materials (eText, hardcopy, and open-educational resources), International Student feedback, and the transition process from the out-going board to the in-coming board.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	April 24, 2018	Agenda Item Number (For office use only)	10
Topic	Board of Governors June 11 Meeting Agenda Review		
Requested By (ACET member)	ACET members	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)	V. Tiqui-Sanford, Board Assistant		
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 BOG AGM Agenda June. 11 2018 V1	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) review the June 11 Board of Governors meeting agenda for approval at the May 14 Governance meeting.</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 the June 11 Board of Governors meeting agenda; amendments will be incorporated as discussed. A revised agenda will be brought forward to the May 14 Governance meeting for approval.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	April 24, 2018	Agenda Item Number (For office use only)	11
Topic	Learning Management System (LMS) Update		
Requested By (ACET member)	C. Brulé, SVP Academic	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)	P. Devey, Dean Centre for Continuing and Online Learning		
Attachments (as read-ahead material)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	11.0 ACET Transmittal LMS Implementation Update, April 24, 2018	
Recommendation (please provide ACET your recommendation requiring approval)	<p>THAT the Algonquin College Executive Team (ACET) receive a general update on the status of the LMS Implementation Project on a weekly basis.</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 May 09</u> (Date) <input type="checkbox"/> Report Back By <u>C. Brulé, P. Devey</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 progress of the new LMS implementation (Brightspace). Discussion highlights included migration of data and possible cost increase due to over-time, faculty training (tracking implemented), student training (train-the-trainer approach with Student Ambassadors), and feedback. This item will return for further discussion and follow-up at the May 09 ACET meeting.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	April 24, 2018	Agenda Item Number (For office use only)	12
Topic	May 03 Overview (Grand Opening, Birthday Bash, and Gala)		
Requested By (ACET member)	L. Stanbra, VP Student Services	Time Allotted	20 min
ACET Action Requested (Please check one)	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting (Name and title)	P. Austen, Acting Director Algonquin College Foundation S. Anderson, Executive Director, Communications, Marketing & External Relations		
Attachments (as read-ahead material) (Please check one)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	12.0 ACET Transmittal - May 03 Overview 12.1 Birthday Bash Proposal 12.2 Birthday Bash Draft Floor Plan 12.3.1 Appendix A - 50th Gala Meeting Package - ACET Meeting 12.3.2 Appendix B - Algonquin 50th - Floorplan Level 2 v2	
Recommendation (please provide ACET your recommendation)	THAT the Algonquin College Executive Team (ACET) receive an update on the May 3, 2018 event and the 50 th Anniversary Gala "A Walk Through the Ages".		
ACET Decision	<input checked="" type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	The Executive Team were provided with an overview of events taking place on May 03 (DARE District Opening, Birthday Bash and 50 th Anniversary Gala).		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	April 24, 2018	Agenda Item Number (For office use only)	13
Topic	Proposed 2019-2020 Academic Calendar		
Requested By (ACET member)	L. Stanbra, VP Student Services C. Brulé, SVP Academic	Time Allotted	30 min
ACET Action Requested (Please check one)	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting (Name and title)	K. Pearson, Registrar J. Kyte, Dean, School of Hospitality and Tourism, & Chair Study Break Working Group		
Attachments (as read-ahead material) (Please check one)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other:	13.0 ACET 24 April 2018 Proposed 2019-2020 Academic Calendar 13.1 ACET 24 April 2018 Appendix A Proposed 2019-2020 Academic Calendar 13.2 ACET 24 April 2018 Appendix B SBWG - Final Report 2018-04-23 13.3 ACET 24 April 2018 Appendix C SBWG Implementation Timeline 13.4 ACET 24 April 2018 Appendix D 2019-2026 Semester Breaks	
Recommendation (please provide ACET your recommendation)	THAT the Algonquin College Executive Team (ACET) approve the 2019-2020 Academic Calendar as presented.		
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 2019-2020 Academic Calendar as presented.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	April 24, 2018	Agenda Item Number (For office use only)	14
Topic	Program Proposal: Cardiovascular Technology Ontario College Diploma		
Requested By (ACET member)	Claude Brulé, Senior Vice President Academic	Time Allotted	30 min
ACET Action Requested (Please check one)	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting (Name and title)	Dr. B. Foulds, Dean, Faculty of Health, Public Safety and Community Studies S. McCormick, Chair, Wellness, Research and Innovation M. Cusson, Dean, Academic Development M. Leduc, Executive Director, Academic Operations and Planning		
Attachments (as read-ahead material) (Please check one)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	14. ACET Transmittal - Cardiovascular Technology, OCD, April 24, 2018 14.1 ASAC Transmittal - Cardiovascular Technology, OCD, April 24, 2018 14.2 Appendix A - POS - Cardiovascular Technology, OCD 14.3 Appendix B - Cash Flow Analysis - Cardiovascular Technology, OCD.xlsx 14.4 Appendix C - PAC Membership - Cardiovascular Technology, OCD	
Recommendation (please provide ACET your recommendation)	<p>THAT the Algonquin College Executive Team (ACET) recommends the program proposal go to the Academic and Student Affairs Committee for the following action:</p> <p style="text-align: center;">THAT the Academic and Student Affairs Committee (ASAC) recommends to the Board of Governors the approval of the Cardiovascular Technology, Ontario College Diploma, effective Fall 2019.</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 Cardiovascular Technology Ontario College Diploma program proposal as presented. This information will be presented at the May 28, 2018 Academic and Student Affairs Committee (ASAC) for recommendation and approval at the June 11, 2018 Board of Governors meeting.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	April 24, 2018	Agenda Item Number (For office use only)	15
Topic	Program Proposal: Therapeutic Recreation Ontario College Graduate Certificate (OCGC)		
Requested By (ACET member)	C. Brulé, Senior Vice President Academic	Time Allotted	30 min
ACET Action Requested (Please check one)	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting (Name and title)	Dr. B. Foulds, Dean, Faculty of Health, Public Safety and Community Studies S. McCormick, Chair, Wellness, Research and Innovation M. Cusson, Dean, Academic Development M. Leduc, Executive Director, Academic Operations and Planning		
Attachments (as read-ahead material) (Please check one)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	15. ACET Transmittal - Therapeutic Recreation, OCGC, April 24, 2018 15.1 ASAC Transmittal - Therapeutic Recreation OCGC April 24 2018 15.2 Appendix A - POS - Therapeutic Recreation, OCGC 15.3 Appendix B - Cash Flow Analysis - Therapeutic Recreation OCGC 15.4 Appendix C - PAC Membership, Therapeutic Recreation, OCGC	
Recommendation (please provide ACET your recommendation)	<p>THAT the Algonquin College Executive Team (ACET) recommends the program proposal go to the Academic and Student Affairs Committee for the following action:</p> <p style="text-align: center;">THAT the Academic and Student Affairs Committee recommends to the Board of Governors the approval of the Therapeutic Recreation, Ontario College Graduate Certificate, effective Fall 2019.</p>		
ACET Decision	<input type="checkbox"/> Received for Information <input checked="" type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Referred to _____ (Group or Person) <input type="checkbox"/> Deferred to _____ (Date) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	<p>The Executive Team approved the Therapeutic Recreation Ontario College Graduate Certificate (OCGC) program proposal as presented. This information will be presented at the May 28, 2018 Academic and Student Affairs Committee (ASAC) for recommendation and approval at the June 11, 2018 Board of Governors meeting.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	April 24, 2018	Agenda Item Number (For office use only)	16
Topic	eText Institutional Pay Model – Working Group Final Report and Required Resources Subcommittee Activities		
Requested By (ACET member)	C. Brulé, SVP Academic	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. Cusson, Dean, Academic Development B. Brownlee, Director, Ancillary Services		
Attachments (as read-ahead material)	<input type="checkbox"/> PowerPoint (attached) <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other	16.0 ACET Transmittal - eText IPM_April 24_2018 16.1 Appendix A - Final REport of the eText Institutional Pay Model Working Group - Final_rev_Jan2018 16.2 Appendix B - Impact of eText on Student Achievement_CAC_Jan2018	
Recommendation (please provide ACET your recommendation requiring approval)	THAT the Algonquin College Executive Team (ACET) accept this update as presented.		
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 _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Amended Recommendation (completed during ACET meeting)	The Executive Team was provided with an update on the eText institutional pay model that is currently in place. Recommendations were provided to continue the conservation on the current model and how the College will move forward in the future.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	April 24, 2018	Agenda Item Number (For office use only)	17
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 (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	17.0 Calendar Roundtable Transmittal	
Recommendation (please provide ACET your recommendation requiring approval)	<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 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 shared calendar events as appropriate.</p>		