

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

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|-----------------------------------|--|---|--------|
| Date of Meeting | April 16, 2020 | Agenda Item Number (For office use only) | 1.0 |
| Topic | Approval of Agenda | | |
| Requested By (ACET member) | C. Brulé, President & CEO | Time Allotted | 5 min. |
| ACET Action Requested | <input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information | | |
| Staff Presenting | C. Brulé, President & CEO | | |
| Attachments | <input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input type="checkbox"/> Other: Information to be posted | <i>Verbal discussion only.</i> | |
| Recommendation | 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"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____ | | |
| Target | The agenda was approved with the addition of the April 23 rd Town Hall. | | |

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| Date of Meeting | April 16, 2020 | Agenda Item Number (For office use only) | 3.0 |
| Topic | Upcoming ACET Agendas, Calendar Review & Consent Items | | |
| Requested By (ACET member) | ACET | Time Allotted | 30 min. |
| ACET Action Requested | <input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information | | |
| Staff Presenting | ACET | | |
| Attachments | <input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted | 3.1 ACET planner review (10 min) 3.2 Calendar review (10 min) 3.3 Consent agenda items: (10 min) 3.3.1 Draft ACET Minutes March 11, 2020 (S. Walker) 3.3.2 Draft ACET Minutes March 18, 2020 (M. Wilson) 3.3.3 Draft ACET Minutes March 25, 2020 (M. Wilson) 3.3.4 2020 Spring Convocation Honorees and Valedictorians (K. Pearson) 3.3.5 Draft ACET Minutes April 1, 2020 (M. Wilson) 3.3.6 Draft ACET Minutes April 8, 2020 (M. Wilson) 3.3.7 Elimination of the Failure Supplemental Privilege (FSP) Fee (K. Pearson) | |
| Recommendation | THAT the Algonquin College Executive Team (ACET) Review upcoming ACET Agendas, Calendars and approve Consent Items. | | |
| ACET Decision | <input type="checkbox"/> Received for Information <input type="checkbox"/> Approved as above recommendation <input checked="" type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____ | | |
| Target | <p>The Executive Team reviewed the upcoming ACET Planner. Adjustments were made to the ACET Planner based on the Executive Team discussion, with further updates to be made offline as required. The following items were removed for discussion:</p> <ul style="list-style-type: none"> ○ 03.3.7 Elimination of the Failure Supplemental Privilege (FSP) Fee – C. Janzen will follow up with K. Pearson offline to ensure a process and communication plan to the departments is forthcoming. ○ 03.3.4 2020 Spring Convocation and Honorees and Valedictorians – Approved to proceed with recommendation #4. C. Janzen will discuss further with his Chairs offline to determine next steps in confirming potential valedictorians. | | |

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|--------------------------------------|--|--|-------|
| Date of Meeting | April 16, 2020 | Agenda Item Number (pull from agenda) | 4.0 |
| Topic | Business Arising | | |
| Requested By (ACET member) | C. Brulé, President & CEO | Time Allotted | 0 min |
| ACET Action Requested | <input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information | | |
| Staff Presenting | ACET | | |
| 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 | THAT the Algonquin College Executive Team (ACET) bring forward previous agenda items for further review and/or discussion. | | |
| 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"/> Other (Specify) _____ | | |
| Target | There was no business arising. | | |

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|--------------------------------------|---|--|----------|
| Date of Meeting | April 16, 2020 | Agenda Item Number (pull from agenda) | 5.0 |
| Topic | Athletics and Recreation Centre Pedestrian Link Update | | |
| Requested By (ACET member) | D. McNair, VP Finance and Administration | Time Allotted | 30 mins. |
| ACET Action Requested | <input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information | | |
| Staff Presenting | J. Tattersall, Executive Director Facilities Management A. Waked, Associate Director, Facilities Development | | |
| Attachments (as read-ahead material) | <input checked="" type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input type="checkbox"/> Other: | <i>05.1 ACET Appendix A - 2020-04-16 - ARC Pedestrian Link Design Presentation</i> | |
| Recommendation | THAT the Algonquin College Executive Team (ACET) approve the recommended architectural design for the pedestrian link. | | |
| 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"/> Other (Specify) _____ | | |
| Target | J. Tattersall presented a recommendation for the Executive Team to approve proceeding with the building of the pedestrian link from the Athletics Recreation Complex to the Student Commons. J. Tattersall will provide the Executive Team with an additional analysis for consideration. Following a review of this additional information, the Executive Team will make a final decision on April 20, 2020. D. McNair will communicate the final decision to J. Tattersall following this discussion. | | |

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|---|--|---|---------|
| Date of Meeting | April 16, 2020 | Agenda Item Number (pull from agenda) | 7.0 |
| Topic | Board of Governors & Annual General Meeting June 8, 2020 Agenda Review | | |
| Requested By (ACET member) | C. Brulé, President & CEO | 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 | V. Tiqui-Sanford, Executive Assistant, Board of Governors | | |
| 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>07.1 BOG Agenda June 8, 2020 DRAFT V3 07.2 BOG AGM Agenda June 8, 2020 07.3 2019-20 Board of Governors Work Plan V20</i> | |
| Recommendation | THAT the Algonquin College Executive Team (ACET) review the Draft June 8, 2020 Board & AGM meeting agendas. | | |
| 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"/> Other (Specify) _____ | | |
| Target | Updates were made to the June 8, 2020 Board of Governors agenda and work plan with further updates to take place offline. Documents were updated on the the Board SharePoint site; V. Tiqui-Sanford sent the Executive Team the link in order to allow for one final review of all documents. | | |

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|--------------------------------------|--|---|---------|
| Date of Meeting | April 16, 2020 | Agenda Item Number (pull from agenda) | 8.0 |
| Topic | April 23, 2020 Town Hall Scenario | | |
| Requested By (ACET member) | C. Brulé, President & CEO | 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 | T. McDougall, Director, Communications and 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 | <i>07.1 BOG Agenda June 8, 2020 DRAFT V3 07.2 BOG AGM Agenda June 8, 2020 07.3 2019-20 Board of Governors Work Plan V20</i> | |
| Recommendation | THAT the Algonquin College Executive Team (ACET) review and discuss the April 23, 2020 Town Hall scenario. | | |
| 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"/> Other (Specify) _____ | | |
| Target | The Executive Team reviewed and discussed the Town Hall scenario in preparation for the April 23, 2020 Town Hall. | | |