

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	January 13, 2021	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 checked="" type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved as amended (see below) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
Target	Approved as presented.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	January 13, 2021	Agenda Item Number (For office use only)	3.0
Topic	Upcoming ACET Agendas, Calendar Review & Consent Items		
Requested By (ACET member)	ACET	Time Allotted	20 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	<u>Calendar Review & Consent Items</u> 3.1 ACET planner review 3.2 Calendar review 3.3 Consent agenda items 3.3.1 HS12 In-line Skating, Skateboarding & Bicycling (C. Bonang) 3.3.2 HS15 Food & Drinks in Labs and Shops (C. Bonang) 3.3.3 Draft ACET Minutes December 16, 2020 (S. Walker) 3.3.4 2021 Internal Election to BOG – Schedule (D. McNair/V. Tiqui-Sanford)	
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 with additional updates to take place offline. Due to time constraints, calendar was not reviewed, but the Executive Team was asked to keep each other apprised of any upcoming events.</p> <p>The following items were removed for discussion:</p> <ul style="list-style-type: none"> • Item 3.3.2. Policy HS15 Food & Drinks Labs and Shops (C. Bonang) – Additional edits will be made to the policy offline. The policy was approved with these minor edits. • Item 3.3.4 2021 Internal Election to BOG – Schedule (D. McNair/V. Tiqui-Sanford) – Discussion included how the process would be adjusted to proceed in a virtual environment. The Executive Team received the 2021 Internal Election Dates and Timelines for information. <p>All other consent agenda items were approved as presented.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	January 13, 2021	Agenda Item Number (pull from agenda)	4.0
Topic	Business Arising		
Requested By (ACET member)	C. Brulé, President & CEO	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	ACET		
Attachments (as read-ahead material)	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input type="checkbox"/> Other: Information to be posted		
Recommendation	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	No Business Arising.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	January 13, 2021	Agenda Item Number (pull from agenda)	5.0
Topic	Identification of Nominees for Honorary Degrees, Diplomas and Fellowship Award		
Requested By (ACET member)	C. Janzen, Senior Vice President, Academic	Time Allotted	20 min.
ACET Action Requested	<input type="checkbox"/> Approval (Discussion) <input checked="" type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting	M. Cusson, Dean, Academic 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	<i>ACET Transmittal – Honorary and Fellowship Nominees 2020-21</i> <i>Final Honorary Degree Diploma Portfolio_2021-21</i> <i>Final</i>	
Recommendation	<p>THAT the Algonquin College Executive Team (ACET) support the identification of nominees for Honorary Degrees and the Fellowship Award.</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"/> Other (Specify) _____		
Target	<p>The recommendations for the Honorary Degree recipients were discussed with some of the nominations approved as presented. A potential nomination for Health and Community Studies will be revisited offline. M. Cusson, Dean, Academic Development will seek endorsement of the revised listing of Honorary Degree nominees as a consent agenda item at a future ACET meeting.</p> <p>The nomination for the Fellowship Award was not approved.</p> <p>Following a request, the past recipient and past nominees (who were not approved or who were declined by the recipient) lists will be included as an Appendix for future presentations.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	January 13, 2021	Agenda Item Number (pull from agenda)	6.0
Topic	BOG February 22, 2021 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>ACET Transmittal BOG Feb. 22, 2021 Agenda Review BOG Agenda February 22, 2021 V1 IN CAMERA BOG Agenda February 22, 2021 2020-21 Board of Governors Work Plan V30</i>	
Recommendation	THAT the Algonquin College Executive Team (ACET) review the Draft February 22, 2021 Board meeting agendas.		
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	Updates were made to the February 22, 2021 Board of Governors agenda based on the Executive Team discussion. Additional updates will be made offline as required.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	January 13, 2021	Agenda Item Number (pull from agenda)	7.0
Topic	Athletic Recreation Centre - North Service Road Design Approval		
Requested By (ACET member)	D. McNair, Vice President, Finance and Administration	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	R. Southwood, Acting 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>ACET Transmittal – 2021-01-13 – Athletic Recreation Centre – North Service Road Design Approval Appendix A – 2021-01-13 - North Service Road and Parking Lot Rehabilitation Project</i>	
Recommendation	THAT the Algonquin College Executive Team (ACET) endorses, in principle, the Phase 1 & 2 design of the North Service Road and Parking Lot 8, 9 & 12 and directs that the investment will not exceed the current approved budget.		
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 endorsed phases 1 and 2 design of the North Service Road and Parking Lot 8, 9 and 12, as well as directs that the investment will not exceed the current approved budget.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	January 13, 2021	Agenda Item Number (pull from agenda)	9.0
Topic	Strategic Exercise to Restore Financial Sustainability Project Update		
Requested By (ACET member)	D. McNair, Vice President, Finance and Administration	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	A. Feather, Project Manager, Strategic Exercise to Restore Financial Sustainability (SERFS) Project		
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	<i>ACET Transmittal – 2021-01-13 – SERFS Project Update Appendix A – 2021-01-13 – SERFS Project Update Presentation</i>	
Recommendation	THAT the Algonquin College Executive Team (ACET) receive the January 2021 update on the SERFS Project for 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"/> Other (Specify) _____		
Target	<p>The Executive Team received the January 2021 update on the Strategic Exercise to Restore Financial Sustainability (SERFS) Project for information.</p> <p>The Executive Team discussed an upcoming SERFS Engagement Session for the college community.</p> <p>A. Feather, Project Manager, SERFS Project shared that a summary would be provided to the Executive Team to accompany the recording of the Deloitte presentation on Financial Sustainability in Higher Education.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	January 13, 2021	Agenda Item Number (pull from agenda)	10.0
Topic	Student Information System Project Update and Unit4 Student Information System Project Leadership Team Meet and Greet		
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	K. Pearson, Registrar L. Pollock, Chief Digital Officer S. Wong, Senior Project Manager, SIS Project		
Attachments (as read-ahead material)	<input checked="" type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Unit4 Team Profiles	<i>ACET Transmittal 2021-01-13 SIS Project – Unit4 Meet and Greet and Status Update</i> <i>Unit4 Project Leadership Team Biographies</i> <i>ACET PowerPoint 2021-01-13 Student Information System Project – Unit4 Meet and Greet and Status Update</i>	
Recommendation	THAT the Algonquin College Executive Team meet the Unit4 leadership team for the implementation of the Student Information System and receive a high level Student Information System Project Status Update.		
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 met the Unit4 Leadership team and received a high level Student Information System Project Status update.		