

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	March 30, 2021	<b>Agenda Item Number (For office use only)</b>	1.0
<b>Topic</b>	Approval of Agenda		
<b>Requested By (ACET member)</b>	C. Brulé, President & CEO	<b>Time Allotted</b>	5 mins.
<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</b>	C. Brulé, President & CEO, Algonquin College		
<b>Attachments</b>	<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>	
<b>Recommendation</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 checked="" type="checkbox"/> Approved as above recommendation <input type="checkbox"/> Approved <b>as amended</b> (see below) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Target</b>	Approved as presented.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 30, 2021	Agenda Item Number (pull from agenda)	6.0
Topic	Support Staff Union Working during COVID-19 – Survey Results		
Requested By (ACET member)	C. Brulé, President & CEO	Time Allotted	30 mins.
ACET Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting	Christine Kelsey, President OPSEU 416		
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>ACET Transmittal – Support Staff Union Working during COVID-19 – Survey Results            Live at work Presentation Algonquin College ACET</i>	
Recommendation	<p><b>THAT</b> the Algonquin College Executive Team (ACET) receive and consider the “Support Staff Union Working during COVID-19 – survey results” for future planning.</p>		
ACET Decision	<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"/> Other (Specify) _____		
Target	<p>The Executive Team received the Support Staff Union Working during COVID-19 – survey results as well as the results from a question that was asked on March 29, 2021, for information.</p> <p>The College, with support from Human Resources, will work offline with the Support Staff Union to establish next steps. They will work together to respond to and address some of the items that were brought based on the results of the survey.</p>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 30, 2021	Agenda Item Number (pull from agenda)	7.0
Topic	Exceptional Performance Incentive (EPI) Discussion and 2021-22 Performance Evaluation Weighting		
Requested By (ACET member)	D. McCutcheon, Vice President, Human Resources	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	D. Soltis, Director, People and Culture		
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>ACET Transmittal Exceptional Performance Incentive_Discussion_2021-22 Perf Eval Weighting 2021.03.30</i> <i>Performance Management Process.Mar.31.2021.Final 2021-03-31 – ACLT Memo – Plan for Year-End Performance Evaluation and 2021-22 Performance Management Plan.Final</i> <i>2021-22 Performance Management Plan.Algonquin College.Final.Managers and Chairs</i> <i>2021-22 Performance Management Plan.Algonquin College.Final. Deans and Directors</i> <i>2021-22 Performance Management Plan.Algonquin College.Final.ACET</i>	
Recommendation	<b>THAT</b> the Algonquin College Executive Team (ACET) review and approve the performance management plan evaluation area weighting, the Exceptional Performance Incentive Tiers and percentage payout.		
ACET Decision	<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"/> Other (Specify) _____		
Target	<p>The Executive Team reviewed the performance management plan evaluation area weighting, the Exceptional Performance Incentive Tiers and percentage payout. Additional changes will be made to the evaluation plan weighting, tiers and percentage payout offline for ACET approval at a future meeting.</p> <p>The recommended timelines will also be adjusted offline and the templates adjusted with minor updates based on feedback.</p> <p>An update will be provided to the Leadership Team at their March 31, 2021 ACLT meeting.</p>		