

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	November 9, 2022	<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 type="checkbox"/> Approved as above recommendation <input checked="" 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>	<p>The agenda was approved with the addition of discussing a recent CTV Kitchener news article regarding the University of Waterloo bringing back the masking requirement. The Executive Team discussed next steps with additional updates to take place offline.</p> <p>D. McNair, Vice President, Finance and Administration also added to the agenda an IN CAMERA discussion.</p>		

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<b>Date of Meeting</b>	November 9, 2022	<b>Agenda Item Number</b> (For office use only)	3.0
<b>Topic</b>	Upcoming ACET Agendas & Consent Items		
<b>Requested By (ACET member)</b>	ACET	<b>Time Allotted</b>	15 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>	ACET		
<b>Attachments</b>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	<u>Planner Review &amp; Consent Items</u> 3.1 ACET planner review 3.2 Consent agenda items 3.2.1 Draft IN CAMERA ACET Minutes – October 27, 2022 (M. Wilson) 3.2.2 ACLT November 24 Engagement Session on proposed changes to ACLT (L. Stanbra) 3.2.3 Nomination President Star (D. Thomson) 3.2.4 ARM Presentation: Major Capital Project: Algonquin College Sustainability - Improved Heating, Ventilation and Air Conditioning Systems (R. Southwood) 3.2.5 ARM Presentation: Algonquin College Succession Planning Overview 2022-23 (D. Soltis) <del>3.2.6 Draft ACET Minutes – November 1, 2022 Stand-alone Budget Meeting (G. Perry)</del>	
<b>Recommendation</b>	<b>THAT</b> the Algonquin College Executive Team (ACET) review upcoming ACET Agendas and approve Consent Items.		
<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"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Target</b>	<p>The Executive Team reviewed the upcoming ACET planner with additional updates to take place offline.</p> <p>The following agenda items were removed for discussion:</p> <ul style="list-style-type: none"> <li>• 3.2.4 ARM Presentation: Major Capital Project: Algonquin College Sustainability - Improved Heating, Ventilation and Air Conditioning Systems (R. Southwood) – Approved with considerations that were brought forward by President Brulé</li> </ul> <p>Items 3.2.1 Draft IN CAMERA ACET Minutes – October 27, 2022, 3.2.2 ACLT November 24 Engagement Session on proposed changes to ACLT (L. Stanbra), 3.2.3 Nomination President Star (D. Thomson) and 3.2.5 ARM Presentation: Algonquin College Succession Planning Overview 2022-23 (D. Soltis) were approved as presented.</p>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	November 9, 2022	Agenda Item Number (pull from agenda)	4.0
Topic	Business Plan 2023-25 Development – follow up from October 27 ACET meeting		
Requested By (ACET member)	M. Savenkoff, Vice President, Advancement and Strategy	Time Allotted	40 mins.
ACET Action Requested	<input checked="" type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input type="checkbox"/> Information		
Staff Presenting	S. Gonsalves, Director, Strategy and Planning		
Attachments (as read-ahead material)	<input type="checkbox"/> PowerPoint <input checked="" type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	<i>ACET Transmittal – Business Plan 2023-25 Development – follow up from October 27 ACET meeting</i> <i>2023-25 Business Plan Summary - draft</i> <i>BP Timeline.xlsx</i>	
Recommendation	<b>THAT</b> the Algonquin College Executive Team (ACET) discuss the latest activity pertaining to the development of the 2023-25 Business Plan.		
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 discussed the latest activity pertaining to the development of the 2023-25 Business Plan. The Executive Team will work with S. Gonsalves, Director, Strategy and Planning to make additional updates offline. It was asked that consideration be made with respect to any gaps in support of the Strategic Plan.</p> <p>S. Gonsalves will also work with Finance to validate the Strategic Investment Priorities (SIP) requirements by the end of November 2022.</p>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	November 9, 2022	Agenda Item Number (pull from agenda)	8.0
Topic	ACET Effectiveness Check-in		
Requested By (ACET member)	C. Brulé, President & CEO	Time Allotted	10 mins.
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 (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 – ACET Effectiveness Check-in            Link: Appendix A – 2022-23 ACET Effectiveness Survey            Results / Recommendations / Countermeasures</i>	
Recommendation	<p><b>THAT</b> the Algonquin College Executive Team (ACET) provide feedback on ACET meeting effectiveness live at the November 9, 2022 ACET meeting.</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 provided verbal feedback at the meeting. Feedback included the following:</p> <ul style="list-style-type: none"> <li>• An acknowledgement that there may have been a timing issue since some of the meeting documents were not posted to MS Teams in time for the ACET meeting.</li> <li>• An appreciation that they were able to make good use of the ad hoc time that was available on today's (November 9, 2022) ACET meeting agenda.</li> </ul> <p>The Executive Team was invited to send any additional comments to M. Wilson via email, as applicable.</p>		