

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 22, 2023	Agenda Item Number (For office use only)	1.0
Topic	Approval of Agenda		
Requested By (ACET member)	C. Brulé, President & CEO, Algonquin College	Time Allotted	5 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, Algonquin College		
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	The agenda was approved as presented.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 22, 2023	Agenda Item Number (For office use only)	3.0
Topic	Upcoming ACET Agendas & Consent Items		
Requested By (ACET member)	ACET	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	ACET		
Attachments	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	<u>Planner Review & Consent Items</u> 3.1 ACET planner review 3.2 Consent agenda items 3.2.1 Draft ACET Minutes – March 15, 2023 (M. Wilson)	
Recommendation	THAT the Algonquin College Executive Team (ACET) review upcoming ACET Agendas 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"/> Referred to _____ (Group or Person) <input type="checkbox"/> Other (Specify) _____		
Target	<p>The Executive Team reviewed the upcoming ACET planner with additional updates to take place offline.</p> <p>Item 3.2.1 Draft ACET Minutes – March 8, 2023 (M. Wilson) was approved as presented.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 22, 2023	Agenda Item Number (pull from agenda)	4.0
Topic	Career Pathways Strategy		
Requested By (ACET member)	C. Janzen, Senior Vice President, Academic	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	K. Dawson, Associate Vice President, Experiential Learning and Innovation M. Grammatikakis, Director, Experiential Learning and Entrepreneurship		
Attachments (as read-ahead material)	<input checked="" type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input checked="" type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	<i>Career Pathways Strategy-ACET Transmittal-03-22-2023</i> <i>Career Pathways Strategy – 03-22-2023-Pre-read Presentation deck</i> <i>Career Path Ancillary Fee data file</i> <i>Career Pathways Strategy – 03-2023 ACET Presentation pre-read</i>	
Recommendation	<p>THAT the Algonquin College Executive Team (ACET) endorse the new Career Pathways Ancillary Fee (CPAF) as presented to move through the fee approval process, and in the event the CPAF is approved for 2024/25, approve the staffing proposal presented at a net direct cost of \$0 to be implemented beginning summer 2024:</p> <ul style="list-style-type: none"> • Career Specialist (1) PB J • Career Advisor (4) PB I • Industry Engagement Specialist (1) PB I • Marketing/Communications Officer (1) PB H • Events Officer (1) PB G • Entrepreneurship Coordinator (1) PB J • Co-op Student roles (3) year-round (9 work terms annually) 		
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 endorsed the new Career Pathways Ancillary Fee (CPAF) as per the above recommendation with the caveat that if the fee is approved, the established process to create new positions be followed using the HR/Finance request forms for new positions and be presented to as a consent agenda item ACET for approval.</p> <p>Next steps is for the Career Pathway Ancillary Fee Business Case to be presented to the Students' Association Board of Directors for endorsement.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 22, 2023	Agenda Item Number (pull from agenda)	5.0
Topic	Algonquin College Academic Plan		
Requested By (ACET member)	C. Janzen, Senior Vice President, Academic	Time Allotted	60 mins.
ACET Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting	C. Janzen, Senior Vice President, Academic K. Dawson, Associate Vice President, Experiential Learning & Innovation		
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 and Exec Summary – Academic Plan – March 22 '23F</i> <i>AC Academic Plan ACET Reading 1 March 22 '23</i> <i>The Algonquin College Academic Plan</i> <i>Academic Plan PowerPoint (read-only)</i>	
Recommendation	THAT the Algonquin College Executive Team (ACET) receive the Academic Plan for review and provide feedback.		
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 received the Algonquin College Academic Plan and provided feedback both in advance of and live at today's (March 22, 2023) ACET meeting. The Academic Plan is scheduled to be presented to ACET on April 4, 2023 for approval.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	March 22, 2023	Agenda Item Number (pull from agenda)	8.0
Topic	ACET Effectiveness Check-in		
Requested By (ACET member)	C. Brulé, President & CEO, Algonquin College	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, Algonquin College		
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	THAT the Algonquin College Executive Team (ACET) provide feedback on ACET meeting effectiveness live at the March 22, 2023 ACET meeting.		
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 Executive Team provided verbal feedback at the meeting. Feedback included the following:</p> <ul style="list-style-type: none"> • An appreciation for the effective use of time. • A comment that sufficient time was not provided for one of the presentations that required approval for significant funding. A recommendation was provided that for these types of presentations, 45 minutes should be allotted or perhaps a follow-up discussion at the next meeting. • A reminder for ACET members to ask presenters to limit their “presentation” time so that there is more time for discussion (Q&A). • An appreciation for the opportunity to review the Algonquin College Academic Plan material in advance. This is recognizing that when there are substantial documents that extra review time is appreciated. 		