

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	May 10, 2023	<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, Algonquin College	<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 as amended (see below) <input type="checkbox"/> Report Back By _____ (ACET Responsible) <input type="checkbox"/> Other (Specify) _____		
<b>Target</b>	The agenda was approved with the addition of discussing the May 24, 2023 Leadership Team (ACLT) meeting agenda. Changes will be made to the agenda based on Executive Team Feedback.		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

<b>Date of Meeting</b>	May 10, 2023	<b>Agenda Item Number</b> <small>(For office use only)</small>	3.0
<b>Topic</b>	Upcoming ACET Agendas & Consent Items		
<b>Requested By (ACET member)</b>	ACET	<b>Time Allotted</b>	10 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 ACET Minutes – May 2, 2023 (M. Wilson) 3.2.2 Spring Convocation Ceremonies - Briefing & Proposed Presenters (K. Pearson, E. Kirk for S. Pridmore) 3.2.3 President Star Nomination ST (L. Chartrand)	
<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"/> Referred to _____ (Group or Person) <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 item was removed for discussion:</p> <ul style="list-style-type: none"> <li>• 3.2.1 Draft ACET Minutes – May 2, 2023 – Approved with minor amendments.</li> </ul> <p>Items 3.2.2 Spring Convocation Ceremonies - Briefing &amp; Proposed Presenters (K. Pearson, E. Kirk for S. Pridmore) and 3.2.3 President Star Nomination ST (L. Chartrand) were approved as presented.</p>		

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<b>Date of Meeting</b>	May 10, 2023	<b>Agenda Item Number (pull from agenda)</b>	4.0
<b>Topic</b>	Proposed 2024-25 Compulsory Ancillary Fees		
<b>Requested By (ACET member)</b>	L. Stanbra, Vice President, Student Services	<b>Time Allotted</b>	30 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>	K. Pearson, Registrar M. Lowrey, Associate Director, Campus Services (for B. Brownlee)		
<b>Attachments (as read-ahead material)</b>	<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 2023-05-10 Draft 2024-25 Compulsory Ancillary Fees</i> <i>Appendix A – Compulsory Ancillary Fees Chart and System Comparison</i> <i>Appendix B – Summary of 24-25 Compulsory Fee Submissions</i> <i>Appendix C – 2024-25 Schedule of Fees Preparation Timeline</i> <i>ACET PowerPoint Presentation</i>	
<b>Recommendation</b>	<b>THAT</b> the Algonquin College Executive Team (ACET) endorse the proposed 2024-25 Compulsory Ancillary Fees.		
<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"/> Referred to _____ (Group or Person) <input type="checkbox"/> Other (Specify) _____		
<b>Target</b>	The Executive Team endorsed the proposed 2024-25 Compulsory Ancillary Fees pending the following two caveats. <ul style="list-style-type: none"> <li>• The Health Services Fee request will be revised with a view to acquiring a break-even state at some point beyond the five-years. SECRETARY'S NOTE: L. Stanbra, Vice President, Student Services provided an update as business arising regarding the Health Services MOU at the May 25, 2023 ACET meeting.</li> <li>• K. Pearson to provide information/recommendation from the fee presentation to the College Budget Committee on May 17, 2023 and provides their feedback to ACET. SECRETARY'S NOTE: CBC endorsed the recommendation. Further update will be provided the week of May 29 as an information item.</li> </ul>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 2023	Agenda Item Number (pull from agenda)	5.0
Topic	Sexual Violence Prevention Working Group Recommendations on MCU Recommendations for Mandatory Student Training		
Requested By (ACET member)	L. Stanbra, Vice President, Student Services	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	L. Stanbra, Vice President, Student Services B. Bridgstock, Director, Student Support Services		
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 SVP Working Group            Recommendation on Mandatory Training for Students            May 10 2023            MCU Memo Dec 8 2022 – Passage of the            Strengthening Postsecondary Institutions &amp; Student            Act            Chapter 22 – Amended various Acts in respect of            postsecondary education            Student Mandatory Training Options Analysis</i>	
Recommendation	<b>THAT</b> the Algonquin College Executive Team (ACET) approve highly encouraged and incentivized training for students on consent and prevention of sexual misconduct and new legislative provisions, rather than implement the Ministry of Colleges & Universities recommendation to implement mandatory training for students.		
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	The Executive Team approved the recommendation to provide highly encouraged and incentivized training for students, rather than Ministry recommended mandatory training, on consent and the prevention of sexual misconduct and new legislative provisions. This approval is pending a minor revision that this training would also include students in AC Online.		

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<b>Date of Meeting</b>	May 10, 2023	<b>Agenda Item Number (pull from agenda)</b>	6.0
<b>Topic</b>	Operating Plan Update – Spring 2023		
<b>Requested By (ACET member)</b>	Mark Savenkoff, Vice President, Advancement and Strategy	<b>Time Allotted</b>	20 mins.
<b>ACET Action Requested</b>	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
<b>Staff Presenting</b>	Scott Gonsalves, Director, Strategy and Planning		
<b>Attachments (as read-ahead material)</b>	<input checked="" type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input type="checkbox"/> Other: Information to be posted	<i>ACET Transmittal – Operating Plan Update – May 2023            Operating Plan Update – ACET – May 2023.pptx</i>	
<b>Recommendation</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) accepts the quarterly update on the Operating Plan.</p>		
<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"/> Referred to _____ (Group or Person) <input type="checkbox"/> Other (Specify) _____		
<b>Target</b>	<p>The Executive Team accepted the Operating Plan quarterly update, with consideration of Executive Team feedback. This includes, but is not limited to:</p> <ul style="list-style-type: none"> <li>• Exploring examples of Business Plan and Operating Plan initiatives (e.g. there may be some initiatives that fall in between).</li> <li>• Continuation of continuous intake of Operating Plan initiatives.</li> <li>• An acknowledgement of the amount of scoping that is required. A recommendation that preliminary scoping (one-pager) be applied and only if the initiative/project meets the threshold would a full scoping document be required.</li> </ul>		

## AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	May 10, 2023	Agenda Item Number (pull from agenda)	9.0
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</i> <b>Link:</b> <i>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 via email following the May 10, 2023 ACET meeting.</p>		
ACET Decision	<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"/> Referred to _____ (Group or Person) <input type="checkbox"/> Other (Specify) _____		
Target	<p>Due to time constraints, the Executive Team was asked to share their feedback directly with President Brulé via email.</p>		

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<b>Date of Meeting</b>	May 10, 2023	<b>Agenda Item Number (For office use only)</b>	10.0
<b>Topic</b>	Program Proposal: Visual Development for Entertainment, Ontario College Graduate Certificate		
<b>Requested By (ACET member)</b>	C. Janzen Senior Vice President, Academic	<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>	H. Ryall, Dean, Faculty of Arts, Media and Design S. Fraser, Chair, Design Studies M. Cusson, Dean, Academic Development M. Leduc, Executive Director, Academic Operations and Planning		
<b>Attachments (as read-ahead)</b>	<input type="checkbox"/> PowerPoint <input type="checkbox"/> Timeline <input type="checkbox"/> Budget <input checked="" type="checkbox"/> Other: Information to be posted	<i>ACET Transmittal – Program Proposal – Visual Develop</i> <i>ASAC Transmittal – Program Proposal: Visual Development for Entertainment, OCGC</i> <i>Appendix A: Program of Study</i> <i>Appendix B: Cash Flow</i> <i>Appendix C: Program Committee Membership</i>	
<b>Recommendation</b>	<p><b>THAT</b> the Algonquin College Executive Team (ACET) approve the program proposal for Visual Development for Entertainment, Ontario College Graduate Certificate to go to the Academic and Student Affairs Committee (ASAC) for the following action:</p> <p style="text-align: center;"><b>THAT</b> the Academic and Student Affairs Committee recommends to the Board of Governors the approval of the Visual Development for Entertainment, Ontario College Graduate Certificate, effective Fall 2024.</p>		
<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"/> Referred to _____ (Group or Person) <input type="checkbox"/> Other (Specify) _____		
<b>Target</b>	The Executive Team approved the program proposal as per the presented recommendation.		