

AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	January 23, 2024	Agenda Item Number (pull from agenda)	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 (as read-ahead material)	<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	<p>THAT the Algonquin College Executive Team (ACET) review and revise the agenda as discussed.</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 agenda was approved with a discussion regarding the recent Immigration, Refugees and Citizenship Canada (IRCC) announcement.</p> <p>C. Janzen, Senior Vice President, Academic will discuss messaging to international students offline with the International Education Centre (IEC). T. McDougall, Director, President’s Office, Communications and External Relations will share the January 23, 2024 message from the President to learners regarding the Minister of Immigration, Refugees and Citizenship Canada (IRCC) student announcement with the Leadership Team and will also reach out to the IEC to discuss what should be posted to their website.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	January 23, 2024	Agenda Item Number (pull from agenda)	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 (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	<u>Planner Review & Consent Items</u> 3.1 ACET planner review 3.2 Consent agenda items 3.2.1 ACET Draft Minutes – January 17, 2024 (M. Wilson) 3.2.2 College Risk Management Committee Terms of Reference (P. Gardner)	
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>The following agenda item was removed for discussion:</p> <ul style="list-style-type: none"> • 3.2.2 College Risk Management Committee Terms of Reference (P. Gardner) – Approved with additional minor amendments. <p>Item 3.2.1 ACET Draft Minutes – January 17, 2024 (M. Wilson) was approved as presented.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	January 23, 20243	Agenda Item Number (pull from agenda)	6.0
Topic	February 26, 2024 Board Meeting Agenda Review		
Requested By (ACET member)	C. Brulé, President & CEO	Time Allotted	20 mins.
ACET Action Requested	<input type="checkbox"/> Approval (Discussion) <input type="checkbox"/> Approval (Consent Agenda Item) <input checked="" type="checkbox"/> Information		
Staff Presenting	V. Tiqui-Sanford, Senior Executive Assistant, Board of Governors W. Eastwood, Executive Support Clerk, 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 Jan. 23, 2024 BOG Agenda Review BOG Agenda February 26, 2024 IN CAMERA BOG Agenda February 26, 2024 2023-24 Board of Governors Workplan</i>	
Recommendation	THAT the Algonquin College Executive Team (ACET) review the February 26, 2024 Board Meeting agenda.		
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	Updates were made to the February 26, 2024 Board of Governors agenda based on Executive Team discussion, which included deferment of the 2024-26 Business Plan and 2024-25 Annual Budget to the April 22, 2024 Board meeting in light of the recent announcement by Immigration, Refugees and Citizenship Canada (IRCC). Additional updates will be made to the agenda offline.		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	January 23, 2024	Agenda Item Number (pull from agenda)	7.0
Topic	Final Business Plan 2024-26 Draft		
Requested By (ACET member)	M. Savenkoff, Vice President, Advancement and Strategy	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	S. Gonsalves, Director, Strategy and Planning		
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 – Final 2024-26 Business Plan Draft UPDATED Business Plan 2024_V4.pdf</i>	
Recommendation	<p>THAT the Algonquin College Executive Team (ACET) receives the latest update on the development of the 2024-26 Business Plan and provides final feedback prior to submission to the Board of Governors for approval.</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 Executive Team received the latest updates on the development of the 2024-26 Business Plan, with additional edits to be made offline.</p> <p>President Brulé shared that the 2024-26 Business Plan presentation has been deferred to the April 22, 2024 Board of Governors meeting, in light of the recent announcement by Immigration, Refugees and Citizenship Canada (IRCC).</p> <p>The deadline for final feedback from the Executive Team will be confirmed once the timelines have been adjusted in keeping with the adjusted presentation dates to the Audit and Risk Management (ARM) Committee and the Board of Governors.</p>		

AC EXECUTIVE TEAM AGENDA ITEM REQUEST and MINUTES SHEET

Date of Meeting	January 23, 2024	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	ACET Transmittal – ACET Effectiveness Check-in Link: Appendix A – 2023-24 ACET Effectiveness Survey Results / Recommendations / Countermeasures	
Recommendation	THAT the Algonquin College Executive Team (ACET) provide feedback on ACET meeting effectiveness live following the January 23, 2024 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	The Executive Team provided verbal feedback at the meeting. Feedback included the following: <ul style="list-style-type: none"> • An acknowledgement that the ACET meeting adjourned ahead of schedule. • An acknowledgement that they were flexible when adjusting the agenda in order to address time sensitive agenda items. 		