



President's Council

Terms of Reference

Established by the President and Vice Chancellor, the President's Council (PC) is a management team providing advice to the President regarding matters of major significance to the successful operation of the University. The PC is responsible for providing effective, coordinated and strategic leadership of the University's current operations and future performance.

The terms of reference of the committee include:

- Overseeing the approval process of university policies in strategic areas;
- Prepares draft plans, strategies and project budgets for consideration that are aligned with the Algoma University strategic plan and unique mission;
- Ensuring the accountability for the delivery of the strategic plan including monitoring performance against a range of KPI indicators;
- Ensure the effective, efficient distribution and management of the resources available to the university;
- To determine and oversee the process by which strategic and operational planning is undertaken;
- To determine the action to be considered by the University to external opportunities, initiatives and challenges;
- Foster a coherent, collegial, and cohesive approach of operational management;
- Providing advice and support to the President and Vice Chancellor on matters as requested

The committee shall be chaired by the President and Vice Chancellor. In the absence of the President, the Vice President, Finance and Administration shall Chair the meeting.

Meetings will be conducted using Roberts Rules of Order.

There shall be quorum when at least two-thirds of the members of the President's Council are in attendance.

Agenda's and meeting materials will normally be distributed (by email) two days prior to the meeting.

Scheduled meetings: Generally held on a Bi-weekly basis and/or at the call of the Chair

Composition: President, Vice-President Finance & Administration, Academic Dean, University Librarian, University Registrar, Director of Student Recruitment & Marketing/Communications, Director of Anishinaabe Student Success, Director of Human Resources, Director of Ancillary Operations and Student Services, Director of ITS, Director of Physical Plant, Manager of Financial Services, Operations

Director – Extension Programming. The Executive Assistant to the President will serve as the resource for the President’s Council.

Approval Date: April 25/2016

21-Apr-2016