

**MANAGEMENT SUMMARY TO THE
BOARD OF GOVERNORS
February 2007****VICE PRESIDENT, ACADEMIC****School of Advanced Technology**

Faculty in the Electronics/Electro-Mechanical Department have worked closely with Canadian Forces personnel for the past three months. The outcome of the effort resulted in the Electronics Engineering Technician program being recognized by the Navy as a program which qualifies for subsidized tuition for students wishing to enlist.

School of Hospitality and Tourism

The School of Hospitality and Tourism, in conjunction with Corporate Learning Services, has been awarded a contract to provide customer service training to 800 Canadian Automobile Association (CAA) call centre agents. The contract is worth approximately \$50,000.

Police and Public Safety Institute

Adam Gal, graduate of the Civil Engineering Technology program and former Board member, is one of six Algonquin College graduates who are Ottawa Police recruits for the January 2007 intake.

School of Media and Design

The opening of the Horticulture and Florist flower show "Plantasia" on November 29, 2006 was well attended. Local entertainer, Wayne Rostad, performed a version of "Christmas in the Valley" modified to include reference to the programs housed in M Building.

Career and Academic Access Centre

Starting January 2, 2007, the Registrar's Office will be utilizing the services of the Academic Referral Centre (ARC) to review the Admissions Test Scores before Letters of Refusal are sent out to the applicants. The intention is that ARC will interview the applicants and contact program coordinators on behalf of candidates whose scores and previous education may indicate that they would be successful in an alternate program.

Algonquin College in the Ottawa Valley

The Academic and Career Entry (ACE) program, funded under Ontario Basic Skills (OBS), was launched at the Pembroke Campus with a formal student orientation on January 5, 2007 and classes starting on January 8, 2007. There are currently 17 students registered and attending.

The School has secured a \$28,000 contract from Service Canada to help support the Options 2007 Skilled Trades Fair.

Staffing

Pat Kelly, Dean, School of Hospitality and Tourism, has tendered his resignation effective March 16, 2007. We wish Pat well in his new position as President of the Ottawa Congress Centre.

Student Activity

Darlene Ross, a student in the Tourism and Travel program, scored the highest mark in Canada on the Canadian Institute of Travel Counsellors (CITC) national membership entrance exams. She obtained a grade of 94%.

Students in the Game Development program raised \$440 for the Social Awareness Organization, one of the legacy groups associated with the Expedition Africa project.

On December 12, 2006, a cheque in the amount of \$446 was presented to the Ontario Special Olympics on behalf of the Police Foundations program and the Algonquin College Bookstore. This money was raised through a \$1.00 donation on every item of Police Foundations apparel sold.

Faculty Activity

Bill Wright and Frank Bowick, faculty in the Electronics/Electro-Mechanical Department, have been working as part of a team on a proposal with Hydro One which involves scholarships, bursaries, and a modified Electrical Engineering Technician program curriculum that would see the development of a Utilities stream within the program.

Donations

General Motors has provided tooling and vehicle donations to the General Motors Automotive Service Technician program valued at \$70,000. This donation helps position the program for the move to "S" Building in March 2007.

VICE PRESIDENT, FINANCE AND ADMINISTRATION

College Ancillary Services (CAS)

Revenues and expenses in the CAS business units continue to track as per budget targets in the aggregate. Sales in the Retail Ops continue to be strong, with the Christmas sales period mitigating to a significant extent some of the shortfall on computer accessories and software sales as compared with last year's Fall period results. In addition, the Food & Beverage Operations enjoyed a strong November-December banquet & catering season.

The Residence is just short of full occupancy for the winter semester, as a number of the Nigerian students finished their programs in December. While approximately 30 new students arrived for the winter semester, the December withdrawals, due to academic shortcomings, left us with approximately 40 fewer students net, for the winter.

Finance and Administrative Services

The Peoplesoft Finance implementation continued in December and January with significant progress being made. The go-live date is scheduled for mid-February. Testing in the Purchasing module is complete and the training schedule and process plans for all systems are being finalised. Conversion will require a week long shut-down of the Peoplesoft system in mid-February.

Preparation for the 2007 year-end has commenced. The interim audit was completed in January. Purchasing has commenced expediting/closing of purchase orders as required. Year-end cut-off dates for purchasing activities have been issued to the College Community.

The Finance Department sponsored the Executive Vice President from the University of Florida to come and speak to the College Community about Disaster Preparedness. The presentation, which was well received, was attended by representatives from all of the post-secondary institutions in Ottawa, as well as the City and a number of school boards.

Information Technology Services (ITS)

ITS completed several major upgrades to the College's systems and infrastructure during the Christmas holidays including:

- Upgrades to the College's Network and Internet connectivity to support increased use.
- Replacement of older equipment and upgrades in capacity for College computing services including Blackboard, PeopleSoft Finance, ACSIS and GeneSIS.
- Upgrades to the College's e-mail system to reduce the level of unsolicited commercial email (SPAM) received by College employees and students, and to improve stability.

ITS has continued work on transforming the College's Student Information System, GeneSIS, to a newer platform. Planning has begun for the IT Capital projects for 2007-08.

Physical Resources**Rideau Campus**

The sale and transfer of the Rideau Campus to the University of Ottawa was completed on January 10, 2007 for the amount of \$7.2M. This transaction completes the process of consolidation of Algonquin's Ottawa Campuses into one major City campus begun in the early 1990's, and provides the College with

revenue to assist in renewing its facilities and capital assets to respond to our dynamic academic program needs.

Facilities Planning & Development Team

A meeting was held January 11, 2007 with the Ryan Farm Community Association to brief them on the completion of the Animal Health Care Facility.

Safety and Security Services Team

A plan to upgrade the lighting in Ryan Farm Park, jointly with the City of Ottawa, has been finalized. This project will see the installation of lights along the walking path through the park and into the College in Spring 2007.

Animal Health Care Facility

The Animal Health Care Facility opened for students on January 2, 2007 as planned.

Registrar's Office

Registration Statistics

Post-Secondary/Post-Diploma Registrations: As of January 15th, (end of the 10-day refund period), Net Registered students stood at 11,676 or 97.5% of projected enrolment on audit date (March 1). It should be noted that there are ~115 students projected, but not yet registered for programs with late start-dates in the Winter Term. The breakdown of the Net Registered students is as follows:

Faculty/School	Approved Projection		Net Registered	
	Entry Level	Returning	Entry Level	Returning
Faculty of Arts, Media and Design	87	2282	127	2079
Faculty of Business and Hospitality	510	3318	549	3349
Faculty of Health, Public Safety and Community Studies	219	2769	256	2701
Faculty of Technology and Trades	226	2030	228	1915
Algonquin College in the Ottawa Valley	0	511	0	448
School of Part-Time Studies	0	18	0	24
College Totals	1,042	10,928	1,160	10,516

It can be seen from these statistics, that the intake levels are 11% above their projected enrolment as of March 1st. However, the registration of returning students is down. The academic departments are conducting a thorough review of those students who completed the Fall Term, were eligible to return for the Winter Term, but chose not to do so.

Continuing Education Registrations: Continuing Education registrations for the 2006 Fall Term, as of December 15th (the final report for the term), stood at 12,652 as compared to 13,640 at the same time last year. The term registrations to December 15th represent 93.1% of the projected enrolment for the term.

Continuing Education registrations for the 2007 Winter Term, as of January 19th, stood at 9,839 as compared to 10,652 at the same time last year. The term registrations to January 19th represent 80.5% of the projected enrolment. Registration continues throughout the term.

Final Grades—Fall Term

Grades were due in the Registrar's Office at 12 noon on December 19th. These grades were entered and verified, and were posted on the web by 3 a.m. on December 20th. This is an excellent service to our students and is the result of the combined, significant efforts of faculty, Chairs, the Registrar's Office and ITS.

IntelliResponse

As reported last Fall, the Registrar's Office and the ITS Help Desk are implementing the IntelliResponse software. This web-based application will be an enhancement of our current FAQ application. It allows

clients to ask questions and presents them with the best possible answer, as well as with answers to related and popular questions. Final staff testing is underway with student testing of the application to follow. We are looking to go live with "Ask Algonquin" in early February.

Convocation Ceremonies

The Spring 2007 Convocation Ceremonies (Ottawa Schools) will be held at Scotiabank Place on Thursday, June 7th and Friday, June 8th, 2007.

Perth Convocation has been confirmed for Thursday, May 31st, 2007.

VICE PRESIDENT, STUDENT LIFE AND HUMAN RESOURCES**Director's Office, Student Affairs and Orientation**

Winter Campus Preview was held on December 18th. The Area One Professional Development Day was held on December 18th and offered a choice of four workshops to Area One staff.

Welcome Back Coffee Morning was held on January 2nd, the first day of classes. Coffee, hot chocolate and donuts were handed out to approximately 800 students. Orientation at the Observatory featured music, food and prizes to draw students into the lounge on Thursday, January 4th. Students were asked questions on Algonquin services and trivia by the CKDJ emcees in order to win prizes.

A Student Services Info Fair took place on Thursday, January 18th providing pamphlets, prizes and information on college services which attracted numerous students. The "Let's Talk" Student Retention Awareness Campaign Part II was launched on February 8th.

Counselling Services

Counselling Services developed and coordinated the Memorial Service held on December 6th, in memory of the women killed at Ecole Polytechnique. The service was attended by President Gillett and Joan Wright, President, Students' Association. Missy Burgess provided a musical tribute with Pastoral Services leading a prayer and a moment of silence for all women who have been victims of violence.

The Multi-Cultural Buddy Network launched their website in December. In January, the MBN held an International Movie night, and a MBN skating event on the canal is also planned. January outreach activities included: visiting classes for all new programs regarding Counselling Services, provision of the Winter Study Skills Workshops, participation in the Open House, Student Info Day and an on-site presentation at Bethany Hope Centre on Student Services available at Algonquin, and information sessions for front-line Financial Aid staff on Multicultural Service Issues and Dealing with Persons with Behavioural Difficulties.

At the Perth Campus, a December session was held for faculty on Dealing with Persons with Behavioural Difficulties, in partnership with the Centre for Students' with Disabilities (CSD). A presentation was given to Lanark County Social Services on Student Services available at Algonquin.

Professional development activities included Counsellors attending an Area 1 P.D. day in December as well as attending a presentation from Kent MacDonald's group on the province's Dual Credit Pilot Project. Jason Timms and other CSD staff gave a presentation on new assisted learning techniques and practices to the counsellors.

Educational outreach events at the Residence included participation in the second meeting of the Student Residence Council, Res Survival for the 70 new students in the Residence, a workshop by Jane Hunt on conflict resolution and the Annual Residence Health Expo held on January 25th.

At the Mamidosewin Centre, the results of the first meeting of the Aboriginal Student Advisory Group were reviewed.

Counselling Services Surveys were tabulated with very positive results.

Student Employment Services

The Student Employment Services team welcomes two new Employment Officers, Barb Carter and Josee Brouillette, who are replacing two staff members on temporary leave. Joanne McDonald attended the Ontario College Career Educators Joint Regional Meeting in Toronto on December 5, 2006. The group discussed the new "Dual Credit Program". Comparing 2006 to 2005, the Student Employment Services Office has experienced a 21% increase in job opportunities processed and posted on campus for students and graduates.

On January 10th, representatives from the Canadian Forces presented information regarding their "Subsidized Education Program" to clients interested or already enrolled in the College's Electronics Engineering Technician Program.

The College's 2nd Health Care Job Fair was held on January 15th. It hosted approximately 250 job seekers and 11 employers from the health care industry. The Delta Lodge at Kananaskis was on campus January 19th recruiting students and new graduates from hospitality programs, including Hotel and Restaurant Management and Culinary Management. Joanne McDonald attended the KPI and OCSES Workshop hosted in Toronto on January 26th. Algonquin's Student Employment Services Office has partnered with La Cité collégiale, University of Ottawa, Carleton University and OCRI to co-host the first 'Face-to-Face' technology recruitment event for new graduates looking for work with small and medium-sized companies in the Ottawa area. The event will take place on February 12th at the Ottawa Congress Centre from 2:00pm to 6:00pm.

Centre for Students with Disabilities

In 2006, the CSD Test Room administered 534 exams during the final exam period (December 8-16) compared to 469 during the same period in 2005. This represents a 14% increase. The demand for the service has increased by 32.50% since 2003. The type of accommodation that has experienced the highest increase in demand is access to and utilization of a computer for completing exams.

In December, Leigh Holm presented an overview on CSD services to Guidance Counsellors at AY Jackson High School as part of their professional development day. They requested tips to fully understand their role in helping students become better self-advocates as part of their transition to College. Leigh Holm has developed a pamphlet to address that matter. Leigh has also revised our handout on Memory Aids intended for professors. Both resources will be posted on our CSD website.

ITS and the CSD continue work on implementing changes and enhancements to the student record and reporting data base namely: report of the number of students seen by the Learning Strategist, the Assistive Technologist and both combined; provide the ability to upload attachments to student profiles; provide the ability to have automatic uploads for CSD registered students to Blackboard; development of the requirements for reporting on utilization of transcription services; and the development of the automation of the Test Booking system.

The CSD is a sponsor in the value stream projects for students enrolled in the Bachelor of Applied Business program – E-Supply Chain Management. A team of 5 students has been assigned to the project. The goal is to give students the ability to look at any business/organization and understand how they can help transform companies to be more competitive and flexible. Their task is to create "current" and "future" state maps and implementation plans regarding CSD accommodation processes – from application to receiving accommodation services. The goal is improvement. The final project presentations are scheduled in April.

Health Services

Total visits in December were 1,440 compared to 1,299 in December 2005; a 10% increase in volume.

Of these, 508 clients saw a doctor, or 35% of the total. There were 1,100 females, or 76% of the total. There were 168 staff visits, with equal numbers of male and female, 12% of the total.

Health Services launched the "Leave the Pack Behind" program in January. We received a sponsorship cheque from Brock University who manage the program for the Ontario government. There will be several activities to convince students to stop smoking. These activities are designed by students and led by students under the guidance of our Health Promotion Nurse.

As of January, Health Services is a community health preceptor for a registered nurse who is bridging from a diploma to a degree status. Since she is already registered, she is able to provide care to our clients while we provide her valuable experience in primary care practices. A decision concerning the purchase of an Electronic Medical Record software package is imminent. We expect to receive a financial quote from a national vendor whose product will meet all of our requirements.

Financial Aid

The Financial Aid Office had a very successful 2007 winter peak period. While the final statistics are still being finalized, for the period from January 2nd until January 19th, the Woodroffe campus representatives for the National Student Loan Centre (the loan service provider) collected in excess of 3,100 financial aid documents for processing.

Financial Aid staff were pleased by the response received from the Financial Aid Office clients to their four days of extended evening service from 5:00 p.m. to 7:00 p.m. on January 2nd, 4th, 9th, and 11th. Approximately 80 clients were served during the first two evenings while the client numbers were slightly lower on the last two nights. The Financial Aid Office staff felt that it was a very successful venture.

Human Resources Services**Employee Services****Recruitment and Staffing**

Due to the difficulty of attracting viable candidates for a Programmer Analyst during a previous competition, the position was reposted and advertised on Monster.ca. and as a result, 46 candidates have been generated for the position. The need to use other advertising methods in addition to print ads in the *Ottawa Citizen* and on the Algonquin website has become necessary due to the tightening of the labour market in IT and other professional areas, and the need to drive more candidates to the Career Opportunities Section of the website. Other resources used to advertise competitions are: Association websites, Government employment websites and local job boards. The Recruiting Officer has been involved with two selection committees during the month of December and three in January.

The College Job Evaluation Committee: Support continues to meet daily to ensure the March 1st deadline for the evaluation system is respected. Work has begun with the Salary Administration team to ensure that all of the pay rates are transferred.

Labour Relations - Academic Bargaining Unit

During the months of December and January, several new grievances were filed and several more were settled to the satisfaction of all parties.

Labour Relations - Support Staff Bargaining Unit

Grievance activity continues to be steady, with issues being discussed and resolved in the step process where possible.

Most notably, a change in leadership of the Support Staff Local Executive took place during early December. The position of Local President is now held on an acting basis by Jan Strickland until an election can be held during February. The relationship continues to be communicative and productive.

HRIS

December and January have been seen extremely high levels of activity from an HRIS perspective. Several significant system changes needed to be put into place for the start of 2007 to comply with operational changes.

Most significantly, changes were made that now require managers to complete an online salary calculation form for all new partial-load employees prior to hiring. The completion of the form then automatically generates a letter to the employee and the Local Union.

Changes were also made to the Temporary Payroll entry process. Departmental deadlines were extended, allowing an extra day during each pay period to complete payroll entry, approval, and timesheet entry. In addition, certain types of authorizations that previously needed to be entered and approved in HRS, may now be entered by the departments themselves. While approval is still required to

be done in HRS, this greatly reduces the amount of paper correspondence, and therefore time required, to approve payroll authorizations.

The focus for HRIS development now turns to the changes required to support the new classification system for Support Staff employees, which comes into effect on March 1st.

HRS Knowledge Centre

In our continued commitment to client service initiatives, the client comment postcard has been submitted to publishing for costing and final layout. The usage of our client service quick e-mail reply link of 7660@algonquincollege.com remains busy and constant.

Pension and Benefits

Activity in Pension and Benefits remained constant in December and January. Two members of the Pension and Benefit team attended an Area 1 PD session on December 18th entitled "Closing the Gap".

The Pension and Benefits group has started work on the salary portion of the implementation of the Support Staff Classification Project.

WarrenShepell delivered an EAP presentation to the staff of Human Resources on December 13th. Other EAP information sessions for employees, managers, and union executives have been scheduled for a variety of dates from December 2006 into February 2007. Announcements have been made through myAlgonquin and through telephone broadcasting with instructions to register for the sessions through the Professional Development Website.

Orientation Sessions have been held in December and January with approximately 18 new hires in attendance (both part time and full time).

There have been 4 incidents/accidents to report for WSIB in December and 5 in January, two of which resulted in lost time.

STRATEGY AND BUSINESS DEVELOPMENT

Marketing Management

Creative Services

This group works closely with a number of areas across Algonquin to design College publications. Major outcomes over the past month have included:

- Registrar's Next Step book
- Registrar's Postcards
- Bachelors Degrees brochure

Program Level Marketing

- Degree program brochures were produced to help promote the College's Bachelor Degree programs at Discovery Evening.
- The College's Simulation Lab Brochure has been created and new Health and Community Studies marketing material is under development.
- Templates for the production of program specific brochures for use by the Schools continue to be distributed to Faculty Marketing Representatives.
- A number of other program and school specific marketing materials have been developed for Interior Design, Scriptwriting, Computer Systems Technology and the School of Hospitality and Tourism.

Promotional Campaigns

The 2006/07 Marketing Plan outlines significant activity during the peak recruiting period of fall 2006 and winter 2007. Strategies include print, radio and television, along with non-traditional web platforms. Highlights of efforts include:

- Ottawa Sun 'Theory and Practice', advertising for all schools and faculties. These ads were coordinated to leverage the Expedition Africa platform.

- Print advertising in the *Ottawa Citizen*, *National Capital Scan*, and other community newspapers.
- Radio advertisements on several stations.
- Commercials related to Perth and Pembroke campuses as well as the Discovery Evenings ran on the A-Channel. These ads were coordinated with the Expedition Africa platform.
- Interior and exterior bus cards.
- onCourse Winter postcards, bus ads, TV, radio and newspaper ads to promote Continuing Education. The Ottawa Senators agreed to allow the College to establish a marketing kiosk table at a recent hockey game for the purpose of distributing the onCourse catalogue and other College marketing material.
- Advertisements promoting Algonquin Alumni were placed in a dozen different newspapers around the Ottawa Valley.

Institutional Research

- Completed awareness and promotion campaign to elicit student participation in the Ontario College Student Engagement Survey. At the end of the survey period, 3,360 returns from Algonquin College students were received.
- Preparations are underway for the February 5th to 16th KPI Student Satisfaction Survey including the collection of course section data from academic managers for survey packaging. Training of survey administrators in each department will begin in late January.
- Initiated a study to assess the interest and functionality of kiosks to distribute program information to prospective candidates.

Web Services

- Developed Discovery Evening main pages and pre-registration pages.
- OCRI web banner for Discovery Evening
- January 11 - Email Invite for Discovery Evening
- January 16 - Banner reminder for Discovery Evening
- Implementation of tracking pages (redirects) for winter term SPTS promotional activities.
- Launch of the Ottawa SPTS Winter Term online registration.

Events

- Discovery Evening was a major Marketing event which took place on January 17th. The event objective was to:
 - convert applicants to registrants
 - reinforce student decision to choose Algonquin College
 - increase applicant pool
- Completion of direct e-mail campaign to promote the Discovery Evening. Campaign consisted of delivery of 6,047 e-mail invitations on January 11th and delivery of 6,047 reminder e-mail invitations on January 16th to applicants for the spring and fall term. Tracking reports have been received, and show a favourable response.

Recruitment

- Ottawa University, Carleton University & Adult HS– College Booth
- Victim Summit Conference – College Booth
- Discovery Evening
- Career Fairs (6 attended in Ottawa, Cornwall, and Lachute)
- High School Presentations (26 high school visits in Ottawa, Quebec, Cornwall, Casselman, and Plantagenet areas)
- Distribution of Promotional Discovery Evening Bookmarks to High Schools
13 high schools visited
- 2 parent nights (over 120 in attendance)

Campus Tours - November

- 38 individual tours
- 42 group tours

Applied Research and Innovation

Algonquin professor Dr. Wahab Almuhtad and student research assistants made presentations about their research on Quality of Service Verification of Intelligent Satellite Systems at Telesat on December 20, 2007. This research is being conducted in conjunction with researchers at the University of Waterloo and Carleton University, and is part of a long-term project funded by the Ontario Centres of Excellence, and EION, a local communication company. As a result of this work and other discussions, Telesat researchers have subsequently visited the college to discuss opportunities for other potential working collaborations.

Additional student research assistants have recently been hired to work with Prof. Alex Yang, and industry partners Continuum Power Networks and SeeWind Designs, on the development of prototype intelligent continuous power supply systems. This project is beginning Phase two and preparations are well underway for Phase 3.

Corporate Learning Services (CLS)

- International Trade (DFAIT) - Learner Assessment Center – Feasibility Phase contract awarded and started – \$17.5K
- CREE Nation – ongoing project management training. 3 out of 7 courses completed as at January 26th. Completion of 7 courses for Algonquin Project Management Certificate by March 31st – \$73.5K
- CAA – Feasibility study – \$5K
- Settlement to Employment Program (STEP) – proposal submitted in July 2006 to the Ministry of Citizenship and Immigration (MCI) and Citizenship and Immigration Canada (CIC) with subsequent negotiations in December 2006 and has resulted in a multi-sponsor, multi-partner, multi-year contract (funded equally by CIC and MCI) as follows:
 - 2006/2007 – \$180K
 - 2007/2008 – \$460K
 - 2008/2009 – \$70K
 - Total value of contract for 3 years: \$710K

CLS has won this contract for the College and will transfer ownership to the Career and Academic Access Centre (in partnership with Ottawa Carleton Immigrant Services Organization) for project execution.

- Algonquin will be hosting the Provincial Corporate Training Network (Ontario heads of Corporate Training) Annual Meeting on May 22/23, 2007. Event planning is in progress.

Algonquin College Foundation**Transportation Technology Centre Campaign**

- Pledges to date total \$800,000.
- The Foundation staff continues to meet with donor prospects. The Foundation's goal continues to be to raise \$1M for the Transportation Centre and it is anticipated that each manufacturer will be represented when the campaign is complete.
- FORD donors were invited to the College to receive souvenir plaques and for a publicity opportunity to appear in the Ottawa Citizen in a thank you ad.

Ontario Trust for Student Support (OTSS)

- The Foundation has reached its 1:1 endowed bursary ceiling of \$248,933. These funds are now matched by the Ontario government which creates \$497,866 in new student bursaries. The Foundation will now focus its efforts to meet the 1:3 endowed bursary ceiling goal of \$124,446. When matched this bursary will grow to an additional \$497,784 for our students.
- The first endowed bursary for the Library and Information Technicians Program has been created and will be named The Irene Stark Bursary.
- The first endowed bursary for the Building Technician Program is confirmed. A \$17,000 donation by Contractors Rental Supply will be matched by OTSS to create a new \$34,000 endowed bursary.
- A new endowed bursary for Practical Nursing will be named the Cynthia Bled Endowed Fund.

- A new endowed bursary for the Print Media Program is confirmed in the name of Lenore P. Bunes (recent retiree from the Publishing Centre).
- A new endowed bursary for the Heritage Institute has been created and will be called the Marshall Stevenson Endowment Fund for Heritage Carpentry.

Other Bursary News

- The Canadian Federation of University Women Nepean Chapter has donated another \$500 as a bursary in the spring of 2007 for students in the Practical Nursing program.
- The Library Association has confirmed \$250 annual bursaries for the library technician program over the next three years.

Annual Award Donations – to date \$170,000 raised

- 3M Canada
- AAADD Bursary
- Big Brothers and Big Sisters
- Boys and Girls Club
- Canadian Federation of University Women
- Canadian Marketing Association
- Canadian National Railway Company
- Commercial Landscaping Association
- Community Foundation of Ottawa
- Dave Coghlan Award
- Don East Bursary
- DSW Faculty Fields
- Eagle Professional Resources
- Federation of Medical Women
- Beth Perrin Bursary
- General Dynamics
- Gowling Lafleur Henderson
- Grabowski Law Office
- Greater Nepean Chamber of Commerce
- Early Childhood Learning Bursary
- Les Marmitons
- National High School Rodeo Foundation
- On Tap On York
- Ontario Association of Residences
- Ottawa Gatineau Hotel Association
- Plant Some Roots Bursary
- Stantec Consulting Limited
- Susan Rooney
- Syd Ford Memorial Fund
- Telepay
- Telesat Canada
- Thomson Nelson
- Youth Science Foundation of Canada

Gifts in Kind - \$76,146

- 26 gifts

Animal Health Care Facility - Update

- The Foundation has asked 42 individuals, corporations and foundations for support and will continue to follow up with outstanding groups including three animal clinics.
- Bayer has agreed to provide discounts for product purchase.
- Schering Plough Animal Health has pledged \$5000 and the Foundation has received the funds towards equipment for the facility.
- PetCare Insurance has confirmed they will donate \$13,000 in microchips and training supplies to the campaign.

- Bleekers has generously donated approximately \$5000 worth of equipment for the facility.
- Merial Canada Inc has delivered two refrigerators for the facility as part of their initial agreement with the Foundation.
- A new endowed bursary for \$40,000 has been received from an individual donor.

Lucky Payday Staff Lottery

- The Foundation is preparing to promote the 2007-2008 Lucky Payday Staff Lottery. The first meeting with the tickets sellers will take place in mid February with ticket sales from March-May from the upcoming year. The Foundation is hopeful that staff will continue to support our students through their Lottery donation.
- Proceeds from this past year will be matched 1:1 through the OTSS program and will establish a new bursary for Algonquin students.

Planned Giving

- The Foundation Board of Directors was presented with the first Planned Giving Plan at its January Foundation Board Meeting.

Algonquin International

Enrolment

Enrolment for winter 2007 (post-secondary) indicates an increase of 49 students over winter 2006. Of this number, 26 students are first year students (an increase of more than 20% over last year). A close look at the statistics show increases in students coming from China, Hong Kong, Indonesia, Vietnam, Russia, Yemen and Zambia.

Overseas recruitment efforts in some of these countries took place in late fall. Algonquin recruiters visited educational fairs in the following countries: India, Vietnam, Kazakhstan, Indonesia, Zambia, The United Arab Emirates and China.

International Projects

South Africa - The graduation of the students enrolled in the 10-week Algonquin-NEMISA joint Animation program offered by the National Electronic Media Institute of South Africa (NEMISA) took place in Johannesburg on November 16, 2006. It was attended by the Canadian High Commissioner to South Africa, Ms. Ruth Archibald. The Minister of Communications of South Africa was the main speaker at the ceremony which was well-covered by the Media. Algonquin representatives also attended the ceremony. The three year Algonquin Animation program will start being delivered by NEMISA this January.

Kuwait - Two Algonquin College representatives visited Kuwait to conduct discussions with the administrators of the Orient Investment Company about the establishment of Algonquin Canadian College of Kuwait. The visit took place in November and dealt with the choice of location, the building of the campus and the start up of Algonquin's programs.

Egypt - Algonquin's Early Childhood Education program will be involved in a multi million dollar, 5 year CIDA-sponsored program in Egypt. Our staff will act as consultants to the Egyptian Ministry of Education to design and implement the Early Childhood Education curriculum in several centres throughout the country. A needs-analysis mission involving one of our ECE professors will take place in March.

China - The eleven professors and administrators from the University of Jiaotong in China, who attended a 4 month teacher training program at Algonquin College, graduated from the program in December. A celebration was held in their honour on December 13th. It was attended by officials from the Chinese Embassy. President Gillett hosted the celebration and delivered a speech congratulating the professors for their achievement

India: Morris Uremovich, the Executive Dean of the Faculty of Advanced Technology, represented the college as a participant in Premier McGuinty's Trade Mission to India. Mr. Uremovich signed a Memorandum of Intent to offer Aviation Training and Management to organizations in India.

Two professors from the faculty of Media and Design visited New Delhi to work with professors in the Indo-Canadian Institute of Technology. The Indo-Canadian institute is delivering 3 Algonquin Media studies programs to the students at their institute.

Maria Schnurr, Manager of International Projects, visited Goa in India to work on the CIDA-funded project, "Reinforcing Education Access to Development" with staff at Agnel Polytechnic in Goa.

Students

The Nigerian group of students enrolled in the Enterprise Network Specialist program graduated at the end of November, 2006. A celebration was held at the college on November 29th to recognize the success and achievement of the graduates. It was attended by the Vice President Academic, the Executive Dean of the Faculty of Advanced Technology as well as administrators and staff who worked with the students.

Internships - Two of the three Algonquin interns involved in the CIDA-funded "International Youth Internship Program" have completed their internships in South Africa and India and are back home. The third intern is scheduled back at the end of January.

Strategy and Business Development in the Community

Success of the Strategy and Business Development Division is in part related to efforts to connect with individuals and organizations within the community. Some of these external-oriented efforts included:

- Kiwanis Ottawa
- Walk for Alzheimer's – Carlingwood Mall
- Ministry of Education
- Kanata Rotary Sunrise Club Health Care Fundraiser
- Out Care Foundation Fundraiser (Bursary Donation)
- PPSI Awards
- Ministry of Training Colleges and Universities
- Toyota Canada Lunch Appreciation
- Otto's Meet and Greet
- Mechanical Engineering Advisory Committee Presentation
- Nepean Chamber Breakfast Presentation
- Ottawa Chamber of Commerce Awards
- Toastmasters
- Conference Board of Canada
- School of Business Awards
- Philanthropy Awards (AFP)
- PPSI Award Night
- SBD Development Day
- Leadership in Philanthropy - Ketchum Canada
- Community Studies Award Night
- CRS Cheque Presentation
- Nepean Chamber XMAS Social
- Hydro One Presentation
- Horticulture Christmas Show and donor award presentation.
- College Christmas Party
- Canadian Federation of University Women Lunch \

PUBLIC RELATIONS AND COMMUNICATIONS

Government Relations

- Lisa MacLeod, MPP, Nepean-Carleton, visited the Woodroffe Campus on January 26th and toured some of the key areas of the College.
- The Executive Director of the Advancement Division continues to meet with local, provincial and federal government officials.

Corporate Events

Discovery Evening: Working in collaboration with the College's Marketing and Enrolment Group, the Department coordinated and organized an open-house style event on January 17th that welcomed more than 600 prospective students on campus. Scheduled just before the February 1st equal consideration deadline, this event was targeted towards current applicants, high school seniors who have not yet applied, post-secondary students and graduates, parents, teachers, and guidance counsellors. The event was held from 4:00 p.m. to 8:00 p.m. and offered tours and presentations showcasing all of Algonquin's full-time programs, services, and the School of Part-time Studies.

Coffee Break with the President Series

- The President's Christmas Coffee Break was held on December 8th in the Students' Association Observatory Lounge at the Woodroffe Campus where faculty and staff chatted informally with President Gillett.
- The President also hosted a Welcome Back Coffee Break on January 5th at the Perth Campus which was attended by students and staff.

Breakfast with the President Series

- Breakfast with the President for New Staff: The President hosted a breakfast on February 1st and was attended by 10 new employees in the Staff Dining Lounge.

Breakfast with the President for Constituency Groups: To begin the New Year, President Gillett hosted breakfasts for the Administrative Staff Association Executive on January 9th, the Students' Association Board of Directors on January 11th, the OPSEU Support Staff Executive on January 26th, and the Academic Chairs on February 2nd.

Ford Donation

The Department worked with the Algonquin College Foundation to help plan and successfully execute an event on January 8th to highlight the donation of \$50,000 from Ford Lincoln.

Alumni

The Public Relations and Communications Department continues to feature alumni in the local print media with advocacy announcements of successful graduates in the *Ottawa Citizen* and the *Pembroke Observer* and *Ottawa Sun* profiles as part of Expedition Africa.

The Alumni Administrator is working with Information Technology Services to create an electronic version of *AlumNet*, the College's alumni magazine.

Media Relations

There were approximately 110 media news stories between December 1, 2006 and January 29, 2007.

Media Coverage Highlights

Project Africa: The Public Relations and Communications Department, in collaboration with the Strategy and Business Development Division, completed the 20-week series of weekly mini-profiles appearing each Sunday for the duration of the expedition in the *Ottawa Sun* regarding the Small World, Big Picture – Expedition Africa project. The following Algonquin staff, students and alumni have been featured in the Algonquin profile section of these features:

- December 3 - Graduate of the Building Construction Technician program and current Construction Civil Engineering student.
- December 10 - Student in the Outdoor Adventure program.
- December 17 - Graduate of the Outdoor Adventure program and current Outdoor Adventure program Part-time professor.
- December 24 - Graduate of the Business Administration program
- December 31 - Graduate of the Outdoor Adventure program and current Outdoor Adventure program Part-time professor.
- January 7- General Manager of the Students' Association with the current President of the Students' Association Board of Directors.
- January 21 - Coordinator of the Geographic Information Systems program.

- January 28 - Project Manager of the "Small World, Big Picture – Expedition Africa."
- December 4 – 6 – *The Ottawa Sun, The Ottawa Citizen, CTV, the A Channel* and *Rogers Cable 22* featured stories regarding the Victims' Summit organized by a faculty member in the Police and Public Safety Institute and held at Algonquin College.
- December 7 - *Rogers' DayTime* featured an interview with a professor from the Graphic Design program.
- January 2 – *Nepean This Week* featured an interview with the Director of Physical Resources regarding Algonquin's partnership with Direct Energy.
- January 10 - *The Ottawa Sun* featured a full-page article in their *JobBoom* section regarding the College's *Insights* program.
- January 9 – *Nepean This Week* featured an interview with the Executive Dean of the Faculty of Technology and Trades regarding his participation in Premier McGuinty's recent mission to India.
- January 9 – 12 *A Channel, CTV, Rogers Cable 22* and *Nepean This Week* featured the Director of Physical Resources regarding the sale of the Rideau Campus.
- January 10 - *Rogers DayTime* featured an interview and a cooking demonstration with a professor in the Culinary Management program.
- January 16 – *Nepean This Week* featured a photo and information from the \$50,000 donation from local Ford dealerships to the Transportation Technology Centre campaign.
- January 16 – *The Ottawa Citizen* featured an interview with the Executive Dean of the Faculty of Technology and Trades and the Dean of the School of Transportation and Building Trades regarding the proposal for a Centre for Construction Trades and Building Sciences.
- January 17 – *Rogers Cable 22* featured an interview with the Dean of the School of Transportation and Building Trades regarding the proposal for a Centre for Construction Trades and Building Sciences.
- January 18 – *Rogers DayTime* featured an interview and demonstration with the Coordinator of the Florist program.
- January 23 – *Nepean This Week* featured an interview with the Dean of the School of Transportation and Building Trades regarding the proposal for a Centre for Construction Trades and Building Sciences.
- January 24 – *Rogers DayTime* featured interviews and cooking demonstrations with students and faculty in the Culinary Management and Baking and Pastry Arts programs.
- January 25 – *The News EMC* featured an interview with the Dean of the School of Transportation and Building Trades regarding the proposal for a Centre for Construction Trades and Building Sciences.
- January 30 – *A Channel Morning* featured interviews with professors and students of the TV Broadcasting program.

Upcoming Media

The Ottawa Citizen will feature interviews with the Coordinator and a student from the Game Development program to be included in an upcoming *Tech Weekly* section regarding the booming video game industry in Canada.

CBC TV, Radio and Web will feature a week-long focus on skilled trades at the end of March. Algonquin College, along with Habitat for Humanity and Skills Canada, will work with the CBC to provide Subject Matter Experts for interviews, as well as a venue for an event at the end of the week.