



## **Minutes, February 17, 2021**

Regular meeting of the Commission of Studies  
held on February 17, 2021, at 2:00 pm  
by videoconference

### **Minutes**

MINUTES of a regular meeting of the CEGEP Champlain – St. Lawrence Commission of Studies held by videoconference on February 17, 2021

#### **Members present**

- C. Andrew, Professional Union Member representative
- E. Berryman, Director of the Constituent College, President of the Commission
- T. Connolly, General Education representative
- T. Delisle, Student representative
- M-A Frenette, Business Program representative
- C-A Gauthier, Social Science Program representative
- A-A Giguère, ALC Program representative
- M. Huard, Math Department representative
- A. Roussel, Professional Union Member representative
- A. Stevens, Dean of Faculty
- C. St-Laurent-Pedneault, Science Program representative
- C. Talbot, Coordinator of Pedagogical and Institutional Development
- M. Thériault, Tourism Program representative
- I. Zhang, Student representative

#### **Regrets**

- G. Dröge-Grondin, General Education representative
- J. Gosselin, Support Staff representative
- F. Séguin, General Education representative

**Quorum attained with 14 of 17 sitting members present.**



## Regular meeting of the Commission of Studies

February 17, 2021  
by videoconference  
2 pm to 4 pm

### Agenda

1. Opening remarks and confirmation of the quorum
2. Adoption of the agenda
3. Adoption of the minutes from the last meeting and business arising
4. Resolution regarding the QAA action plans (local and regional)
  - 4.1 Regarding the local QAA action plan
  - 4.2 Regarding the regional QAA action plan
5. Step leading to the identification of development goals: SWOT exercise
6. Information
  - 6.1 IPESA revision
  - 6.2 COVID update
  - 6.3 Student Success Plan
7. Scheduling of next meeting of the Commission of Studies
8. Adjournment



## **1. Opening remarks and confirmation of the quorum**

The meeting was called to order at 2:02 p.m. Regrets were received from F. Seguin and G. Droge-Grondin and quorum was confirmed.

Two new members were welcomed. Cathy Andrew and Alexandre Roussel are the new professional union member representatives.

## **2. Adoption of the agenda**

It was moved to adopt the agenda as modified.

MOVED BY: A. Roussel  
SECONDED BY: T. Connolly  
CARRIED

## **3. Adoption of the minutes from the last meeting and business arising**

Minutes from the December 16, 2020 meeting were approved as modified.

MOVED BY: M.A. Frenette  
SECONDED BY: C. St-Laurent-Pedneault  
CARRIED

Business arising from the December 16, 2020 meeting:

Documents regarding student success will be added to the Commission of Studies Teams for the members to consult. Members are also invited to add documents to the Teams folder if they have pertinent information to share.

## **4. Resolution regarding the QAA action plans (local and regional)**

### **4.1. Regarding the local QAA action plan**

The DCC presented the local QAA action plan.

It was moved by C. Andrew and seconded by C. Talbot that the Commission of Studies recommend that the Governing Board adopt the local Quality Assurance Audit action plan.

MOTION CARRIED UNANIMOUSLY

### **4.2. Regarding the regional QAA action plan**

The DCC presented the regional QAA action plan.

It was moved by A. Stevens and seconded by C. Andrew that the Commission of Studies recommend the adoption of the regional Quality Assurance action plan by the Governing Board.

MOTION CARRIED UNANIMOUSLY

## **5. Step leading to the identification of development goals: SWOT exercise**

The DCC presented the development goals and the SWOT exercise. The findings from the exercise of each group will be sent to C. Talbot or placed on the Commission of Studies Teams folder; they will be submitted to the Hub to contribute to the identification of the develop goals.

## **6. Information**

### **6.1. IPESA revision**

Departments and programs received the revised version of the IPESA. The DCC received a message asking for further consultation on certain elements in the revised version.

### **6.2. COVID update**

Following the announcement from the government regarding a partial return to on campus activities, the College has distributed two surveys, one to students and one to faculty, to obtain feedback on this topic before making any major decisions. The College will not make any changes before the break week, as communicated to the St. Lawrence community last week.

Comments and a discussion ensued on the topic. More information will be communicated in the coming weeks.

### **6.3. Student Success Plan**

An update was provided on the Student Success Plan. The Hub has met once and the work has begun on the development of this plan.

### **6.4 Journal de Québec Ranking**

The DCC provided some explanations regarding this topic.

## **7. Scheduling of next meetings of the Commission of Studies**

An attempt to modify the students' schedules to avoid class conflicts was not possible this semester. A further analysis of the best time for our meetings will take place and a confirmation of the date and time will be sent to members.

## **8. Adjournment**

The President thanked the members of the Commission of Studies for their presence. The adjournment was moved by T. Connolly at 4:12 p.m.