



**CEGEP Champlain – St. Lawrence  
Regular meeting of the Governing Board  
held on February 26, 2020 AT 5:00 P.M.  
at 790 Nérée-Tremblay, Québec (QC)**

MINUTES of the regular meeting of the CEGEP Champlain – St. Lawrence Governing Board held at 790 Nérée-Tremblay, Québec (QC) G1V 4C2 at 5:00 p.m. on February 26, 2020.

**Members present**

|                      |   |
|----------------------|---|
| S. Balkiss Benaskeur | Student Representative                                      |
| E. Berryman          | Director of the Constituent College and Director of Studies |
| L. Birch             | Faculty Representative                                      |
| C. Blackwell         | Parent Representative                                       |
| M. Brassard          | Government Appointee, Socio-economic sector                 |
| G. Caissy            | Government Appointee, Regional labour market                |
| J. Gouin             | Professional Representative                                 |
| A. Kimball           | Government Appointee, University sector                     |
| J. McCalla           | Faculty Representative                                      |
| J. Ouellet           | Support Staff Representative                                |
| Y. Santoire          | Government Appointee, Socio-economic sector                 |
| W. Thomson           | Government Appointee, School boards sector, Chair           |
| J-L. Trahan          | Parent Representative                                       |
| H. Walling           | Government Appointee, Enterprise sector                     |

**Regrets**

|              |                        |
|--------------|------------------------|
| S. Galarneau | Student Representative |
|--------------|------------------------|

**Quorum attained with 14 of 15 sitting members present.**

## 1. Opening remarks and confirmation of quorum

The meeting was called to order at 5:00 p.m. Regrets were received from S. Galarneau, student representative.

Quorum was confirmed.

## 2. Modification and adoption of agenda

It was moved to adopt the agenda as modified: add an update on the process for the appointment of a new member in 10 c) and add a standing item for updates on the Commission of Studies in 5,

### AGENDA

1. Opening remarks and confirmation of quorum
2. Adoption of agenda
3. Adoption of the minutes from last meetings and business arising
4. Question period from the public (15 minutes)
5. Update on the Commission of Studies
6. Adoption of the modification of the 2019-2020 Academic Calendar
7. Adoption of the 2020-2021 Academic Calendar
8. Budget
  - a) Revised 2019-2020 budget
  - b) 2020-2021 budget process
9. Information
  - a) Update on the revision of the Institutional Policy on the Evaluation of Student Achievement (IPESA)
  - b) Update on the recruitment process for management positions
  - c) Internal rules
  - d) Strategic Plan - Student Success Plan
10. ~~Varia~~
  - a) Next Governing Board meeting
  - b) Evenings with Leaders
  - c) Update on the process to replace a Governing Board member.
11. Adjournment

MOVED BY: A. Kimball  
SECONDED BY: J.L. Trahan  
MOTION CARRIED

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

Minutes from the online voting on November 21, 2019 are approved without any modifications.

MOVED BY: J. McCallan  
SECONDED BY: L. Birch  
MOTION CARRIED

Minutes from the meeting on January 15, 2020 are approved with the modifications and comments provided by J. McCalla and J.L. Trahan.

MOVED BY: L. Birch  
SECONDED BY: J. McCalla  
MOTION CARRIED

Updates are provided on action items from last meeting:

- Update on the library renovation projects and concerns voiced with respect to the Alumni consultation process;
- Confirmation is provided that ethics documents are to be kept here at St. Lawrence;
- The meet and greet between the new Chair of the Board of Governors, the Director General, our Chair and Mr. Berryman went well;
- The Commission of Studies has met twice so far. Meetings are productive and efficient.

### **4. Questions from the public**

Mr. Paul Bleau, teacher at St. Lawrence, enquired about the possibility of having an evaluation process for management, a 360 survey to provide feedback.

He also voiced his concerns with the spoken English at the College outside of classrooms. Mr. Berryman will report the concern to the Spoken English Committee.

Mr. Bleau mentioned that it would be opportune to prepare a business plan for the iA Financial Group Auditorium to generate revenues. Mr. Berryman confirmed that a business plan is planned.

Mr. Frédéric Martin enquired about the way to obtain the documents and minutes from the Governing Board meetings before they are approved. Unfortunately, minutes are only made public once approved.

### **5. Adoption of the modification of the 2019-2020 Academic Calendar**

A copy of the proposed calendar was provided in the meeting package. An amendment to the 2019-2020 academic calendar is necessary due to the snow storm on February 7, 2020.

It was moved to adopt the proposed academic calendar.

**RESOLUTION NO.: LAW-2019-011**

**Adoption of the revised 2019-2020 Academic Calendar**

**WHEREAS** the CEGEP Champlain – St. Lawrence's academic calendar must be accompanied by a resolution of the Governing Board before it is officially published;

**WHEREAS** the academic calendar presented to the Board of Governors on April 13, 2019, must be modified due to the snow storm that occurred on Friday, February 7, 2020;

**WHEREAS** the modified academic calendar that is submitted is in conformity with the requirements set in the *Règlement sur le Régime des Études Collégiales* (RREC);

**BE IT THEREFORE RESOLVED** that the Governing Board officially receives and approves the modified 2019-2020 calendar for CEGEP Champlain – St. Lawrence.

MOVED BY: H. WALLING  
SECONDED BY: G. CAISSY  
MOTION CARRIED

## 6. Adoption of the 2020-2021 Academic Calendar

The Commission of Studies recommended that scenario 6 be presented to the Governing Board for approval. A copy of that academic calendar for 2020-2021 was provided in the meeting package.

It was moved to adopt the academic calendar 2020-2021 recommended by the Commission of Studies:

### RESOLUTION NO.: LAW-2019-012

#### Adoption of the 2020-2021 Academic Calendar

**WHEREAS** the CEGEP Champlain – St. Lawrence's annual academic must be accompanied by a resolution of the Governing Board before it is officially published and forwarded to the Ministry; and

**WHEREAS** the calendar that is presented is in conformity with the requirements set in the *Règlement sur le Régime des Études Collégiales* (RREC); and

**WHEREAS** the Commission of Studies unanimously recommended the academic calendar that is presented to the Governing Board;

**BE IT THEREFORE RESOLVED THAT** the Governing Board officially receives and approves the attached 2020-2021 annual academic calendar of CEGEP Champlain – St. Lawrence.

MOVED BY: J. GOUIN  
SECONDED BY: A. KIMBALL  
MOTION CARRIED

## 7. Budget

- a) The revised budget is balanced. Projects have been confirmed.
- b) The timeline for the budget process was provided to the members. Although it is a tight schedule we are confident that we will be able to present the budget for approval on May 20, 2020.

## 8. Information

- a) The writing committee for the revision of the IPESA will present a first draft to faculty for consultation by the end of the week.
- b) An update is provided with respect to current positions available at the College.
- c) The Chair presented a draft of internal rules for the Governing Board. After a short discussion all agree.
- d) A consultant was hired by Champlain Regional College to work on the general Strat Plan. We will be working on a local Strat Plan and our Student Success Plan for the end 2021. The Governing Board will be consulted in due time.

## 9. Varia

- a) The next meeting of the Governing Board is scheduled for April 1, 2020.
- b) The invitation for our 2<sup>nd</sup> edition of Evenings with Leaders was sent out and we hope that members of the Governing Board will attend this special evening as our three guests are all Alumni.
- c) The process to replace the socio-economic board member is still ongoing. No development.

## 10. Adjournment

The meeting President thanked the Governing Board members for their presence.

Motion to adjourn the meeting by J. Gouin and seconded by M. Brassard at 7:15 p.m.

Warren Thomson  
Chair

Edward Berryman, Ph.D.  
Director of the College