



St. Lawrence

CEGEP CHAMPLAIN

MINUTES

Regular meeting of the Governing Board

held on February 13, 2024, at 5:00 pm
at CEGEP Champlain – St. Lawrence room 242

Sitting members present

E. Berryman	Director of the Constituent College and Director of Studies
L. Birch	Faculty Representative
J.F. Champoux	Government Appointee, <i>Conseil regional des partenaires du marché du travail de la Capitale</i>
M. Dussault	Government Appointee, Socio-economic
N. Gagné	Professional Representative
B. Glorieux	Student Representative
V. Harvey	Student Representative
M.-P. Lamarche	Government Appointee, Centre de services scolaires
C. Nadeau	Support Staff Representative
F. Séguin	Faculty Representative
L. Shortt	Parent Representative
M. Vigneault	Government Appointee, Socio-economic sector, Chair of the Governing Board

Regrets

A. Dufour	Government Appointee, Socio-economic
D. Fava	Parent Representative

Invitees

C. Riverin	Consultant
J.T. Brennan	Consultant

Quorum attained with 12 of 14 sitting members present.

1. Opening remarks and confirmation of the quorum

The Chair, M. Vigneault welcomes the members and confirms the quorum. New Board members are welcomed: Mr. Maurice Dussault, lawyer at DLB law firm, government appointee from the socio-economic sector, and Ms. Marie-Pierre Lamarche, Deputy Director General of the *Centre de services scolaires des Découvreurs*. Ms. Lamarche is also a government appointee. Both new members introduce themselves.

The Chair informs the Board that Mr. Terrance Brenan, consultant, will be joining the meeting for the consultation on bylaws and policies. He also indicates that Mr. Claude Riverin, consultant, should also join the meeting.

2. Adoption of the agenda

Mr. Vigneault proposes to add an item in the information section: Mandate renewal of the director of the St. Lawrence Constituent College.

It is proposed that the agenda be adopted as modified.

MOVED BY J.F. Champoux

SECONDED BY N. Gagné

There is no call for the vote

THE MOTION CARRIED

The modified agenda is adopted unanimously.

Agenda

1. Opening remarks and confirmation of the quorum
2. Approval of the agenda
3. Approval of the previous minutes and business arising
 - 3.1 Regular meeting, December 5, 2023
4. Update on Board membership
5. Question period from the public (15 minutes)
6. New business
 - 6.1 Consultation: Bylaw 3 on the Appointment, Renewal of Appointment, and evaluation of the Director General and the Directors of the Constituents Colleges
 - 6.2 Consultation: Bylaw 4 concerning Human Resources Management
 - 6.3 Consultation: Policy on Conflict of Interest and Nepotism
 - 6.4 Consultation: Policy on Code of Ethics and Professional Conduct for
7. Information
 - 7.1 Mandate renewal of the Director of the St. Lawrence Constituent College
 - 7.2 Start of the winter semester
 - 7.3 Revision of the Arts, Literature, and Communication program
 - 7.4 Revision of the Science program: program document
8. Election of the Vice-Chair
9. Varia
10. Adjournment

3. Approval of the previous minutes and business arising

3.1. Regular meeting, December 5, 2023

It is proposed that the minutes of the regular meeting of December 5, 2023, be adopted as presented.

MOVED BY N. Gagné
SECONDED BY C. Nadeau
There is no call for the vote

THE MOTION CARRIED

The minutes are adopted as presented unanimously.

Business arising

- Development goals: The Board of Governors has adopted an important part of its strategic plan including the development goals of the three Constituent Colleges. The St. Lawrence development goals are now official. The 2024-2025 planning for the attainment of the development goals has begun.
- Student fees: the Board of Governors has adopted the increase of the student fees for 2024-2025.

4. Update on Board membership

There are still two vacant seats on the Board, both government appointees, one from the socio-economic sector, the other from the university sector.

5. Question period from the public (15 minutes)

There are no questions from the public.

6. New business

6.1. Consultation: Bylaw 3 on the Appointment, Renewal of Appointment, and evaluation of the Director General and the Directors of the Constituents Colleges

M. Vigneault and E. Berryman explain the revision process for the bylaws and policies. The opinions expressed during the meeting will be considered in the preparation of the version of the Bylaws that will be submitted to the Board of Governors. The Governing Board does not need to adopt resolutions but it may do so if it wishes to.

Regarding Bylaw 3, the objectives pursued by the revision are the following: Comply with the College's Act and confidentiality requirements; improve clarity and coherence; move forward in the revision of all the bylaws and policies as per the recommendation of the *Ministère de l'enseignement supérieur* following the inquiry it conducted in 2022.

T. Brennan, the consultant responsible of the revision of the bylaws and policies, explains the main changes. Board members share their comments.

6.2 Consultation: Bylaw 4 concerning Human Resources Management

E. Berryman presents the objective of the revision of Bylaw 4: Adapt the bylaw to the new structure of Champlain Regional College (Chapter 2) that was implemented in 2019. More specifically, the Bylaw must be coherent with the distribution of roles and responsibilities among officers of the Regional College defined by article 4 of Bylaw 1; Move forward in the revision of all the bylaws and policies as per the recommendation of the *Ministère de l'enseignement supérieur* following the inquiry it conducted in 2022.

T. Brennan explains the main changes. Board members share their comments.

6.3 Consultation: Policy on Conflict of Interest and Nepotism

Board members were individually consulted on this policy and some members have sent their comments to Mr. Brennan. No additional comments are expressed. Board members have until the coming Friday to share their suggestions.

6.4 Consultation: Policy on Code of Ethics and Professional Conduct for Governors and Members of the Governing Boards

Board members were individually consulted on this policy and some members have sent their comments to Mr. Brennan. Opinions are shared. Board members have until the coming Friday to send their suggestions.

7. Information

7.1 Mandate renewal of the Director of the St. Lawrence Constituent College

M. Vigneault informs the Board that E. Berryman has solicited a mandate renewal. A renewal committee has been formed. The Governing Board and the Commission of Studies will be consulted. The renewal committee will make a recommendation to the Board of Governors. The decision should be rendered at its April 5 meeting.

7.2 Start of the winter semester

The College was capable to complete the essential of its fall academic activities by December 22 even though the strike lasted eight days. The modified academic calendar adopted by the Board was respected. Retake exams in January were needed but the number was in the same range as previous fall semesters. The winter semester started on the planned date with an enrolment of 851 students, the same number than the winter 2023 semester.

7.3 Revision of the Arts, Literature, and Communication program

E. Berryman informs the Board that a local revision of the ALC program has been initiated. The revision was instigated by a constant decrease in enrolment that is on the

verge of threatening the viability of the program. A revision committee has been formed. The objective of the revision is to make the program more appealing in order to increase enrolment. The new version of program will be brought at the Governing Board at the end of the fall 2024 semester for implementation in fall 2025.

7.4 Revision of the Science program: program document

The work on the program document is almost completed and will be brought for adoption at the next meeting of the Governing Board.

8. Election of the Vice-Chair

The position is still vacant. M. Vigneault enquires if an external member is interested in the position. No one expresses an interest. It is proposed to postpone the election until the next regular meeting of the Board.

MOVED BY: C. Nadeau

SECONDED BY: N. Gagné

There is no call for the vote.

THE MOTION CARRIED

9. Varia

There will be a special meeting of the Governing Board for a consultation on the job description and profile of the next Director General of Champlain Regional College.

10. Adjournment

MOVED BY : V. Harvey

The meeting is adjourned at 6:28.