



**OFFICIAL MINUTES
REGULAR MEETING OF THE GOVERNING BOARD
2019-2020**

January 20, 2020 at 6:00 p.m.

MEMBERS PRESENT: Donald Shewan Jaswinder Sehota
Dawn Smith Lucie Durand
Jean-Robert Lessard Michael Newton (telephone)
Maira Paterson Eugene Sweetoo
Christine Kerr Elham Ghobadi
Emily Payne Suzy Cooper
Geneviève Bourgoing

REGRETS: Andy Brown

ALSO PRESENT: Dean Howie, Mark Wallace, Maria Bologna, Malcolm Harper

The meeting was called to order at 6:05p.m. It was presided by Dawn Smith, Chairperson of the Governing Board at Champlain College Saint-Lambert.

1) Adoption of the agenda

It was **MOVED** by Donald Shewan and **SECONDED** by Jean-Robert Lessard that the agenda be approved. **MOTION CARRIED UNANIMOUSLY.**

2) Adoption of Previous Minutes of November 11, 2019

It was **MOVED** by Don Shewan and **SECONDED** by Lucie Durand to adopt the minutes of the regular meeting of the Governing Board of November 11, 2019 as modified. **MOTION CARRIED UNANIMOUSLY.**

a) Business Arising from the Previous Minutes of November 11, 2019

Don Shewan indicated that item #10 pertaining to the Quality Assurance Audit Plan be amended to read MOTION CARRIED and assign Resolution No.: LAM-2019-008 to it.

3) Election of Vice Chair

It was **MOVED** by Dawn Smith to table the election of the Vice Chair, (an external member, and not a member of the College) until the next meeting. No objections.

4) Proposed Change to Bylaw 6-File Analysis and preparation for the transfer to another institution

Resolution No.: LAM-2019-005

Don Shewan invited Mark Wallace, Director of Continuing Education to speak to this item. Christine Kerr mentioned that the resolution is too broad and that it should specify the name of the AEC program, that being for Special Care Counselling only. C. Kerr also pointed out minor changes to the wording of the resolution.

It was **MOVED** by Don Shewan and **SECONDED** by Geneviève Bourgoing that the Resolution No.: LAM-2019-005 be approved as amended. There was no call to vote. **MOTION CARRIED UNANIMOUSLY**

5) Increase in Student Fees for Day Division 2020-2021

Resolution No: LAM-2019-006

Don Shewan invited Dean Howie, Director of Student Services to speak to this item. D. Howie explained that the last increase in this auxiliary student activity semester fee was in 2015-2016. This \$5 per semester increase would help to cover the costs of the substantial increase in student participation, travel and Human Resources. Emily Payne also mentioned that she fully supports this. C. Kerr pointed out typos in the resolution.

It was **MOVED** by Michael Newton and **SECONDED** by Emily Payne that Resolution No.: LAM-2019-006 be approved as amended. There was no call to vote. **MOTION CARRIED UNANIMOUSLY.**

Elham Ghobadi also asked that the breakage fee for Chemistry be more transparent to students. D. Shewan mentioned that she could set up a meeting with the Administration to discuss this fee for future review.

6) Commission of Studies (Document #02-20-Policy Commission of Studies ST.LAM)

Resolution No.: LAM-2019-007

Donald Shewan acknowledged Christine Kerr's great contributions to this policy which now determines the scope, functioning, responsibilities, role, mandate and composition of the Commission of Studies at the Constituent College of Saint-Lambert.

It was **MOVED** by Elham Ghobadi and **SECONDED** by Lucie Durand that the Resolution No.: LAM-2019-007 be approved. There was no call to vote. **MOTION CARRIED UNANIMOUSLY.**

7) Public Question Period

Malcolm Harper, Mathematics Professor and Co-Chair of the Commission of Studies asked if it would be possible that future Governing Board documentation and notices of meetings be visible on-line to raise openness and transparency.

8) Varia (tentative calendar of meetings)

Patrizia Polifroni informed the Governing Board of the calendar of meetings for Champlain Regional College's Board of Governors and suggested the following dates for the Governing Board to meet: February 24th, April 6th, and June 1st

9) Adjournment

There being no other business, on a motion by Dawn Smith, seconded by Don Shewan, it was agreed that the meeting be adjourned at 6:45 p.m. **MOTION CARRIED**

Dawn Smith
Chairperson

Patrizia Polifroni
Recording Secretary