



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

May 26, 2020 at 4:00 p.m. ZOOM

MEMBERS PRESENT:

Donald Shewan	Dawn Smith
Lucie Durand	Jean-Robert Lessard
Michael Newton	Eugene Sweetoo
Christine Kerr	Elham Ghobadi
Emily Payne	Suzy Cooper
Geneviève Bourgoing	Andy Brown
Moira Paterson	Jaswinder Sehota

ALSO PRESENT: Paul Conway, Maria Bologna, Malcolm Harper, Anthony Singelis, Dean Howie, Christian Brosseau, Nicole Hache, Mark Wallace

The Governing Board meeting is being held via ZOOM in order to comply with governmental recommendations regarding the ongoing COVID 19 pandemic.

The meeting was called to order at 4:05 p.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 Lucie Durand and **SECONDED** by Geneviève Bourgoing that the agenda be approved. **MOTION CARRIED UNANIMOUSLY.**

2) Adoption of Previous Minutes of April 9, 2020

It was **MOVED** by Elham Ghobadi and **SECONDED** by Emily Payne to adopt the minutes of the regular meeting of the Governing Board of April 9, 2020. **MOTION CARRIED UNANIMOUSLY.**

3) Business Arising from the Previous Minutes of April 9, 2020

In the interest of sharing information, Don Shewan will continue to work with Nicole Haché to develop an access to information link via Microsoft Teams for Governing Board members.

4) Public Question Period

There were no questions from the Public.

5) Evaluation the 2015-2020 College Strategic Plan

Resolution No.: LAM-2019-011

Don Shewan spoke to this item.

WHEREAS Champlain Regional College, as required by Section 16.1 of the General and Vocational Colleges Act, has a multi-year strategic plan, the current version of which was approved by the Board of Governors in January 2015 and covers the period 2015–2020; and

WHEREAS the Administrative Framework on College Planning calls for the evaluation of the strategic plan one year prior to the end of its scheduled duration in order to facilitate development of the next strategic plan; and

WHEREAS a plan for evaluating the 2015–2020 Strategic Plan was approved by the Board of Governors at its meeting of April 12, 2019; and

WHEREAS an evaluation of the 2015–2020 Strategic Plan was carried out based on that plan and a report on the results was prepared; and

WHEREAS consultation on the draft evaluation report was undertaken for a 3-week period between April 14 and May 4, 2020 at all locations of Champlain Regional College; and

WHEREAS no feedback was received that necessitated any revisions to the draft report; and

WHEREAS the Commission of Studies has recommended to the Governing Board that it pass a resolution recommending that the Board of Governors approve the report, Evaluation of the 2015-2020 Strategic Plan and proceed to the creation of a new strategic plan as soon as possible in the coming year at its meeting of May 14, 2020; and

WHEREAS the Governing Board recognizes the necessity to complete this process to finalize the last plan under the College’s old structure before proceeding to the creation of a new plan which is reflective of the individual needs of each constituent college.

BE IT THEREFORE RESOLVED that the Governing Board recommends to the Board of Governors that it approve the report, Evaluation of the 2015-2020 Strategic Plan and proceed to the creation of a new strategic plan as soon as possible in the coming year at its meeting of May 14, 2020.

It was **MOVED** by Don Shewan and **SECONDED** by Andy Brown that Resolution No.: LAM-2019-011 be approved. There was no call for a vote.

MOTION CARRIED UNANIMOUSLY

6) Cybersecurity: Prevention and Intervention AEC

Resolution No.: LAM-2019-012

Mark Wallace, Dean of Continuing Education spoke to this item indicating that it is a public AEC. Champlain Saint-Lambert has acquired the right to run this program and has completed a translation of the program contents. The Cybersecurity program is a specialized training AEC, developed in 2019 by Cegep de l'Outaouais. Mark Wallace stated that Continuing Education is looking to launch the program in Winter 2021. It will be offered as a training program and will not run through RAC at this time.

WHEREAS the Commission of Studies has unanimously endorsed the Cybersecurity: Prevention and Intervention AEC (LEA.D8) conditional on the removal of prerequisite statements on page 18 ('EP: Essential prerequisite; the course must have been taken and passed. RP: Relative prerequisite; the course must have been taken and received a mark of 50% or higher to be eligible for registration.') All prerequisites will be in compliance with the norms set by Champlain College Saint-Lambert; and

WHEREAS this AEC program responds to local needs; and

WHEREAS the program compliments the College's offerings in the information technology sector

BE IT THEREFORE RESOLVED that the Governing Board recommends that the Board of Governors approve this program for Champlain Saint-Lambert

It was **MOVED** by Mike Newton and **SECONDED** by Genevieve Bourgoing that Resolution No.: LAM-2019-012 be approved. There was no call to vote. **MOTION CARRIED UNANIMOUSLY.**

7) Champlain Regional College Administrative Services Operating Budget 2020-2021

Resolution No.: LAM-2019-013

Don Shewan spoke to this item as a couple of questions were raised. First, the notes included in the Administrative Services made two references to the Federation des CEGEPS (one in HR and the other in Administrative Services). The reason for this is that there are two separate billings from the "FEDE". The first, in HR, is our basic cost for legal services while the second is for our annual membership dues.

A second question that came up was about a reserve in the Administrative Services budget. Don Shewan mentioned that there was a government requirement to do building audits the cost of which is included in the budget. We are anticipating receiving a significant portion of this money in the form of a grant. Should it come in, Administrative Services will then have a contingency fund of some \$30,000. It is further expected that some expenses will come in under budget so that a contingency of approximately \$50,000 will remain at the end of the 20-21 fiscal year.

WHEREAS each Governing Board must make a recommendation on the adoption of the Operating Budget of Administrative Services; and

WHEREAS the Ministry's initial allocation for 2020-2021 has not been presented; and

WHEREAS the Ministry has announced that colleges should build their 2020-2021 budget using the same figures as 2019-2020 with a cost indexation of 1.75% for nonteaching salaries; and

WHEREAS Administrative Services has prepared a balanced budget for the financial year 2020-2021 for a total of \$3,096,554; and

WHEREAS the budget indicates a reduction of the expenses compared to the previous year; and

WHEREAS the budget respects the Régime budgétaire and the regulations as set forth by the Ministère de l'Éducation et de l'Enseignement supérieur;

BE IT THEREFORE RESOLVED that the Champlain – Saint-Lambert Governing Board recommends to the Board of Governors the adoption of the 2020-2021 Operating Budget of Administrative Services as tabled.

It was **MOVED** by Don Shewan and **SECONDED** by Moira Paterson that Resolution No.: LAM-2019-013 be approved. There was a call for the vote by Christine Kerr.

IN OPPOSITION: 1 (Christine Kerr)

ABSTENTION: 2 (Elham Ghobadi and Andy Brown).

MOTION CARRIED.

8) Champlain College Saint-Lambert Operating Budget 2020-2021

Resolution No.: LAM-2019-014

Paul Conway spoke to this item and presented the preliminary budget for 2020-2021.

WHEREAS each Governing Board must make a recommendation on the adoption of the College Operating Budget; and

WHEREAS the Ministry's initial allocation for 2020-2021 has not been presented; and

WHEREAS the Ministry has announced that colleges should build their 2020-2021 budget using the same figures as 2019-2020 with a cost indexation of 1.75% for nonteaching salaries; and

WHEREAS the College has prepared a balanced budget for the financial year 2020-2021 for a total of \$29,246,486; and

WHEREAS the budget respects the Régime budgétaire and the regulations as set forth by the Ministère de l'Éducation et de l'Enseignement supérieur;

BE IT THEREFORE RESOLVED that the Champlain – Saint-Lambert Governing Board recommends to the Board of Governors the adoption of the 2020-2021 Operating Budget of Champlain College Saint-Lambert as tabled.

Malcolm Harper pointed out a typo in the last paragraph of the resolution. It was **MOVED** by Don Shewan and **SECONDED** by Mike Newton that Resolution No.: LAM-2019-014 be approved as amended. There was no call for the vote.
MOTION CARRIED UNANIMOUSLY.

9) Brochier Report on Champlain Regional College Accumulated Surplus

Don Shewan spoke to this item, explaining that a long-standing dispute about the distribution of the Regional College's surplus has now been resolved.

10) Sexual Violence Training for Governing Board Members

Dean Howie spoke to this item indicating that Bill 151 was passed in Fall 2019, with training to begin in Winter 2020, but since been delayed due to COVID 19. All Governing Board members will be receiving a link to a mandatory training video capsule in the couple of weeks to view at their convenience.

11) Varia

The CSA's mandate will be terminating on May 31st. Emily Payne kindly offered to be present should the Governing Board need to meet again in June. Don Shewan thanked all Staff, Management and Governing Board members for their collaboration during this very difficult time. He congratulated Faculty who have had to transition from classroom format to a total online process and students for their resilience and willingness to complete their semester.

There being no other business, it was agreed that the meeting be adjourned at 5:07 p.m.

Dawn Smith
Chairperson

Patrizia Polifroni
Recording Secretary