



GOVERNING BOARD MEETING

2580, College Street, Sherbrooke, QC J1M 2K3

June 7, 2022

4:00 – 6:00 p.m.

Room C-156

MINUTES

Members Present:

Nancy Beattie	Director of Constituent College
François Paradis	Government Appointee, Socio-Economic Sector, (Board of Governors)
Tim Goddard (Chair)	Government Appointee, Enterprise Sector
Miles Turnbull	Government Appointee, University Sector
Myriam Pruneau	Faculty Representative
Nicolas Lecomte	Faculty Representative
Monika Mitchell	Parent Representative
Lucinda Doheny	Non-teaching Professionals Representative
Nancy Ticehurst	Support Staff Representative

Regrets:

Kandy Mackey	Government Appointee, School Board Sector
Alan Kezber (Vice-Chair)	Government Appointee, Enterprise Sector
Alexandra Lebel	Government Appointee, Enterprise Sector
Eva Lettner	Parent Representative
Alexandre Mador	Student Representative
Malayha Vaillancourt	Student Representative

Also Present:

Suzanne Meesen	Secretary General
Tina Gjertsen	Executive Assistant
Murray Johnston	Faculty, Presenter
Lois Dana	Staff, Presenter
Yves Rainville	Sherbrooke Administrative Services, Presenter
Jean-Francois Joncas	Staff, Observer

AGENDA

1. Welcome and Announcements
 2. Adoption of the Agenda
 3. Adoption of Minutes of Previous Meeting
 - a. April 5, 2022
 4. Business Arising
 - a. Strategic Plan Orientations – Champlain-Lennoxville (Resolution)
 - b. Education for Reconciliation Action Plan (Resolution)
 5. Question Period (15 minutes)
 6. New Business
 - a. Student Success Plan Summary Document (Resolution)
 - b. Champlain-Lennoxville Capital Budget 2022-2023 (Resolution)
 - c. Champlain-Lennoxville Operating Budget 2022-2023 (Resolution)
 - d. Sherbrooke Administrative Services - Operating Budget 2022-2023 (Resolution)
 - e. Sherbrooke Administrative Services - Capital Budget 2022-2023 (Resolution)
 - f. Champlain Regional College Policy on Auxiliary Services (Resolution)
 - g. Champlain Regional College Policy Concerning Donations, Sponsorships, and Memberships (Resolution)
 - h. Elections
 - i. Chair &
 - ii. Vice-Chair
 - i. Governing Board Members Mandate Terms
 - j. Active Transportation (Nicolas Lecomte)
 7. Constituent College Report
 8. Varia
 9. Date of Next Meeting (tbd, 2022, Room #C-156)
 10. Adjournment
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MINUTES

1. Welcome and Announcements

The Chair welcomed everyone to the meeting.

2. Adoption of the Agenda

The agenda was unanimously adopted as presented.

Moved: François Paradis Seconded: Nicolas Lecomte

There was no call for a vote.

3. Adoption of Minutes of Previous Meeting

a. April 5, 2022

The Minutes from the previous meeting were unanimously adopted as presented.

Moved: Monika Mitchell Seconded: Nancy Ticehurst

There was no call for a vote.

4. Business Arising

a. Strategic Plan Orientations – Champlain-Lennoxville (Resolution)

Nancy presented the Strategic Plan Orientations which will be presented next to the Board of Governors later in June. One addition was requested: that student success be at the front of our Success Plan. It was agreed that this would be added to the document.

Resolution No.: LEN-2021-054

Strategic Orientations - Champlain-Lennoxville

WHEREAS pursuant to Article 16.1 of the General and Vocational Colleges Act, Champlain Regional College is now in the process of developing a new Strategic Plan; and

WHEREAS Article 7.1 of Bylaw 1 prescribes that the Director General, in collaboration with the Directors of each Constituent College, the Governing Boards, and their respective local communities are responsible for the preparation of a strategic plan; and

WHEREAS the Board of Governors adopted the Strategic Plan Development Process on November 27, 2020 which prescribes that a Strategic Plan Task Force be established at each Constituent College; and

WHEREAS a Strategic Planning Taskforce was struck by the Governing Board of Champlain College Lennoxville on December 8, 2020 (Resolution LEN-2020-023) with a mandate to guide information gathering, strategic dialogue, consultations at Champlain Lennoxville and to contribute to the prioritization and validation phases through the drafting of the plan; and

WHEREAS a SWOT analysis was conducted via Omnivox surveys during the months of March and April, 2021 and through townhall discussions with employees held in June 2021, with the results compiled and analyzed by an external consultant for key themes that emerged; and

WHEREAS the key themes were discussed by the Strategic Plan Task Force in order to develop local strategic orientations; and

WHEREAS the resulting strategic orientations were shared with, and validated by the College community through consultations that took place on Omnivox from March 25, 2022 until April 10, 2022;

WHEREAS at its meeting held on May 19, 2022 the Commission of Studies recommended the locally developed strategic orientations for Champlain Lennoxville to the Governing Board;

BE IT THEREFORE RESOLVED that the Governing Board approve the locally developed strategic orientations for Champlain Lennoxville for integration into the Regional College Strategic Plan.

Moved: François Paradis

Seconded: Lucy Doheny

There was no call for a vote. Motion carried.

b. Education for Reconciliation Action Plan (Resolution)

Nancy Beattie introduced the Education for Reconciliation Action Plan, the culmination of work that has taken place over many years based on recommendations outlined in the Truth and Reconciliation Commission of Canada: Calls to Action. Input for the plan has also come from the Indigenous Advisory Circle and other individuals in the community.

Murray Johnston and Lois Dana presented the Action Plan, which is meant to be in effect for five years.

Lois Dana also presented a new Indigenous Students logo which was designed by one of our Indigenous students, Aurora Dailleboust. The logo incorporates Haudenosaunee and Wabanaki design elements and will be displayed for graduation in the Champlain lobby and Centennial Theatre.

Resolution No.: LEN-2021-055

Education for Reconciliation Preliminary Directions for Champlain-Lennoxville in Response to The Truth and Reconciliation Commission's Call to Action in the Area of Education

WHEREAS over the last several decades, dedicated individuals from within the College community have been committed to developing innovative approaches to supporting Indigenous students and fostering greater awareness of Indigenous issues and realities in Canada, in Quebec, and in the Eastern Townships; and

WHEREAS the College has dedicated specific resources to supporting Indigenous students studying at Champlain-Lennoxville as well as faculty seeking to respond more effectively to students in their classrooms since 2010; and

WHEREAS an Indigenous Advisory Circle was established in the College in 2020 to provide a forum for open dialogue on the needs of indigenous students studying at Champlain

Lennoxville and on the challenges of community and with Indigenous communities served by the College, to help guide the College's Indigenous Services, and to take concrete steps towards establishing a holistic and collective approach to supporting our Indigenous students and "indigenizing-and-decolonizing" the culture and curriculum including responding to the Truth and Reconciliation Commission of Canada's Calls to Action; and

WHEREAS Champlain College Lennoxville is committed to responding to the Truth and Reconciliation Commission of Canada's Calls to Action in the area of education; and

WHEREAS an Education for Reconciliation Plan has been developed at Champlain Lennoxville in conjunction with the Indigenous Services Office and the Indigenous Advisory Circle; and

WHEREAS the Education for Reconciliation plan will be integrated within the strategic goals for Champlain Lennoxville as part of the new Strategic Plan; and

WHEREAS at its meeting held on May 19, 2022 the Commission of Studies recommended the Education for Reconciliation Plan for Champlain Lennoxville to the Governing Board;

BE IT THEREFORE RESOLVED THAT the Governing Board adopt the Champlain Lennoxville plan as presented.

Moved: Miles Turnbull

Seconded: Monika Mitchell

There was a call for a vote.

In Favor 9; Against 0; Abstentions 0.

Motion carried.

5. Question Period (15 minutes)

There were no questions.

6. New Business

a. Student Success Plan Summary Document (Resolution)

Nancy presented the student-friendly version of the Student Success Plan, which was developed by the Standing Committee on Student Success, mainly by Sue Meesen and Cindy Pratte. The document outlines the College's plan for the next 5 years and explains existing resources for students.

It was decided that the page on the 4 objectives be modified to clarify a 5% increase in each of the first 3 objectives but not the 4th. It was also decided that the Residence Garden should be mentioned in the section regarding food security initiatives, and that contact information (info@champlainlennoxville.ca) should be included on the back of the document in case of questions.

Resolution No.: LEN-2021-056

Student Success Plan Summary Document

WHEREAS in accordance with Article 51 of the General and Vocational Colleges Act (Chapter II) the Champlain-Lennoxville Student Success Plan was developed at Champlain-Lennoxville and approved by its Governing Board on February 8, 2022 (Resolution LEN-2021-050); and

WHEREAS Article 16.2 of the Act requires that each College develop and adopt a document that explains the success plan in a clear and accessible language to be distributed to the students and the staff of the college; and

WHEREAS a summary version of the Student Success Plan was developed and approved in consultation with the Student Success Standing Committee over the course of the 2021-2022 school year; and

WHEREAS the Commission of Studies recommended the Student Success Plan summary document to the Governing Board for adoption at its meeting held on May 19, 2022

BE IT THEREFORE RESOLVED THAT Governing Board adopt the summary document to be distributed to all students and staff of Champlain College Lennoxville in the Fall 2022 semester.

Approved with the above-mentioned modifications.

Moved: Miles Turnbull

Seconded: Nancy Ticehurst

There was a call for a vote.

In Favor 9; Against 0; Abstentions 0.

Motion carried with the modifications mentioned above.

b. Champlain-Lennoxville Capital Budget 2022-2023 (Resolution)

Nancy Beattie and Yves Rainville presented the Capital Budget for 2022-2023.

Resolution No.: LEN-2021-057

Champlain-Lennoxville Capital Budget 2022-2023

WHEREAS under the new governance structure of Champlain Regional College, each Constituent College must adopt its own capital budget and, upon its adoption, forward these to the Board of Governors; and

WHEREAS a capital budget for Champlain College Lennoxville has been prepared respecting the budgetary regulations and policies as set forth by the *Ministère de l'Éducation et de l'Enseignement Supérieur*; and

WHEREAS the total capital budget, including the Ministry allocations for capital and moveable assets, other revenues and the carry-over from the previous year totals \$5,003,072 with planned expenses of \$2,090,059; and

WHEREAS the total planned spending does not exceed the total budget for the 2022-2023 financial year and the balance will provision for future capital projects in subsequent years;

BE IT THEREFORE RESOLVED that the Governing Board adopt the proposed capital budget as presented; and

BE IT FURTHER RESOLVED that upon its adoption, the budget shall be forwarded to the Board of Governors of Champlain Regional College.

Moved: Nancy Ticehurst

Seconded: Myriam Pruneau

There was no call for a vote. Motion Carried.

c. Champlain-Lennoxville Operating Budget 2022-2023 (Resolution)

Nancy Beattie presented the Operating Budget for 2022-2023. It was mentioned that significant increase in revenues this past year are mainly due to salary increases as per collective agreements. Planning to revamp website, provision for field-trips; money allocated to different departments. It was mentioned that more will be invested in the onboarding process in order to improve support and retain new employees.

Resolution No.: LEN-2021-058

Champlain-Lennoxville Operating Budget 2022-2023

WHEREAS the Governing Board of each Constituent College must adopt an operating budget and forward it to the Board of Governors for inclusion in the overall Champlain Regional College budget; and

WHEREAS the Ministry has shared the 2022-2023 financial allocations with colleges; and

WHEREAS the operating budget has subsequently been prepared for a value of \$16,542,952; and

WHEREAS the budget presented 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 Lennoxville Governing Board adopt the 2022-2023 operating budget as tabled; and

BE IT FURTHER RESOLVED that upon its adoption the operating budget shall be forwarded to the Board of Governors.

Moved: Miles Turnbull Seconded: Lucy Doheny

There was no call for a vote. Motion carried.

d. Sherbrooke Administrative Services - Operating Budget 2022-2023 (Resolution)

Yves Rainville presented the annual Operating Budget planned for next year.

Resolution No.: LEN-2021-059

Sherbrooke Administrative Services - Operating Budget 2022-2023

WHEREAS each Governing Board of Champlain Regional College must provide its opinion on the adoption of the Sherbrooke Administrative Services Operating Budget; and

WHEREAS the Ministry's initial allocation for 2022-2023 has been received by the College; and

WHEREAS Sherbrooke Administrative Services has prepared a balanced budget for the financial year 2022-2023 totalling \$3,881,137; 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-Lennoxville Governing Board recommend the adoption of the 2022-2023 Operating Budget for Sherbrooke Administrative Services to the Board of Governors as tabled.

Moved: Miles Turnbull Seconded: Monika Mitchell

There was no call for a vote. Motion carried.

e. Sherbrooke Administrative Services - Capital Budget 2022-2023 (Resolution)

Yves Rainville presented the Capital Budget for next year.

Resolution No.: LEN-2021-060

2022-2023 Sherbrooke Administrative Services Provisional Capital Budget

WHEREAS each Governing Board of Champlain Regional College must provide its opinion on the adoption of the Sherbrooke Administrative Services Capital Budget; and

WHEREAS the Ministry's initial allocation for 2022-2023 has not yet been received by the College; and

WHEREAS the 2022-2023 budget has been prepared using the same figures as 2021-2022; and

WHEREAS the total 2022-2023 Capital Budget, including the ministry allocations for capital and moveable assets, other revenues, and the carry-over from the previous year totals \$2,782,007 with planned expenses of 607,823; 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-Lennoxville Governing Board recommend the adoption of the 2022-2023 Capital Budget for Sherbrooke Administrative Services to the Board of Governors as tabled.

Moved: Nancy Ticehurst Seconded: Nicolas Lecomte

There was no call for a vote. Motion carried.

f. Champlain Regional College Policy on Auxiliary Services (Resolution)

Yves Rainville presented the Policy on Auxiliary Services, which acts as a framework for this area of the College.

Resolution No.: LEN-2021-061

Champlain Regional College Policy on Auxiliary Services

WHEREAS the *Ministère de l'Enseignement Supérieur* (MES) requires that Colleges adopt a policy concerning Auxiliary Services;

WHEREAS Appendix B of Bylaw 1 states that the Board of Governors must consult with the Governing Board of each Constituent College prior to adopting bylaws and policies; and

WHEREAS the policy was prepared within the guidelines set by the *Ministère de l'Enseignement Supérieur*; and

WHEREAS a consultation process was undertaken in Winter 2022 with the senior management committee and the management personnel of Champlain-Lennoxville; and

WHEREAS the name of the new Policy shall be *POLICY CONCERNING AUXILIARY SERVICES*;

BE IT THEREFORE RESOLVED that the Champlain Lennoxville Governing Board recommend the Policy to the Board of Governors for adoption as tabled.

Moved: Lucy Doheny Seconded: Nicolas Lecomte

There was no call for a vote. Motion carried.

g. Champlain Regional College Policy Concerning Donations, Sponsorships, and Memberships (Resolution)

Yves Rainville presented the Policy Concerning Donations, Sponsorships, and Memberships, which will ensure that any of the above be related to the mission of the College.

A discussion took place around donations for use of facilities, and how we define the mission of the College. A modification will be made to clarify the point related to the *Régime budgétaire financière des cégeps*.

Resolution No.: LEN-2021-062

Policy Concerning Donations, Sponsorships and Memberships

WHEREAS the *Ministère de l'Enseignement Supérieur* (MES) requires all Cégeps to adopt a policy concerning donations, sponsorships and memberships; and

WHEREAS Appendix B of Bylaw 1 states that the Board of Governors must consult with the Governing Board of each Constituent College prior to adopting bylaws and policies; and

WHEREAS the policy was prepared within the guidelines set by the *Ministère de l'Enseignement Supérieur*; and

WHEREAS a consultation process was undertaken in Winter 2022 with the senior management committee and the management personnel of Champlain-Lennoxville; and

WHEREAS the name of the new Policy shall be *POLICY CONCERNING DONATIONS, SPONSORSHIPS AND MEMBERSHIPS*;

BE IT THEREFORE RESOLVED that the Champlain Lennoxville Governing Board recommend the Policy to the Board of Governors for adoption as tabled.

Approved with modification mentioned above.

Moved: François Paradis Seconded: Lucy Doheny

There was no call for a vote. Motion carried.

h. Elections : i. Chair & , ii. Vice-Chair

Nancy recommended that the Board table this item until September. The ministerial mandates end in April 2023, and some may need to be extended so that end of mandates is staggered.

Moved: Nancy Ticehurst Seconded: François Paradis

There was a call for a vote.

In Favor 9; Against 0; Abstentions 0. Motion carried.

i. Governing Board Members Mandate Terms

There was an update from Sue Meesen on the end of terms for members. Those in government-appointed roles finish their terms in April 2023, based on confirmation by Line Larivière at central administration.

j. Active Transportation (Nicolas Lecomte)

Nicolas spoke about the 'Boulot Bus' project at Bishop's which encourages the use of public transport and active transportation. Boulot Bus helps to significantly reduce the cost of public transportation, and the request is being made for Champlain to offer this to students, not only employees. It was suggested that this be referred to the Advisory Committee on Sustainability, and Nancy Beattie will continue to discuss the project with STS.

7. Constituent College Report

Nancy Beattie spoke about the challenges of the recent past including the pandemic, the flood, the fire in residence, the addition of many new staff and faculty members, and expressed her gratitude for the support offered to students by staff and faculty. She also highlighted upcoming graduation, residence renovations, the Social Science program revision being very close to completion, as well as the Special Care Counselling revision, and the 50th anniversary of the College next fall.

Thanks were extended to the members of the Board for their dedication and contribution to the College.

8. Varia

9. Date of Next Meeting (September TBD, Room #C-156)

10. Adjournment

Myriam Pruneau moved to adjourn the meeting at 6:11 p.m.

These Minutes were approved as presented at the Governing Board meeting which took place on September 20, 2022.

Moved: Monika Mitchell Seconded: Myriam Pruneau

Tina Gjertsen, Recording Secretary
