



**GOVERNING BOARD MEETING**  
2580, College Street, Sherbrooke, QC J1M 2K3  
December 13, 2022  
4:00 – 6:00 p.m.  
Room C-156

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**MINUTES**

Members Present:

Nancy Beattie	Director of Constituent College
Alan Kezber (Chair)	Government Appointee, Enterprise Sector
Miles Turnbull	Government Appointee, University Sector
Monika Mitchell (Vice-Chair)	Parent Representative
Eva Lettner	Parent Representative
Myriam Pruneau	Faculty Representative
Laura Beausse	Non-teaching Professionals Representative
Jennifer McLeod	Support Staff Representative

Regrets:

François Paradis	Government Appointee, Socio-Economic Sector, (Board of Governors)
Alexandra Lebel	Government Appointee, Enterprise Sector
Kandy Mackey	Government Appointee, School Board Sector
Aaron Patella	Faculty Representative
Amy Sidaway	Student Representative
Antoine Laplante	Student Representative

Also Present:

Heather Bilkes	Coordinator, Nursing
Murray Johnston	Co-Chair, Indigenous Advisory Circle
Lois Dana	Co-Chair, Indigenous Advisory Circle
Suzanne Meesen	Secretary General
Tina Gjertsen	Recording Secretary

## AGENDA

- 1) Welcome and Announcements
- 2) Adoption of the Agenda
- 3) Adoption of Minutes of Previous Meeting
  - a. October 25, 2022
- 4) Question Period (15 minutes)
- 5) Business Arising
  - a. Law 14 (Bill 96) update
  - b. Social Sciences Update
- 6) New Business
  - a. Nursing Program Revision (Resolution)
  - b. Truth & Reconciliation Action Plan (Information)
  - c. Bylaw 6 Student Fees (Resolution)
- 7) Constituent College Report
- 8) Varia
- 9) Date of Next Meeting (February 7, 2023)
- 10) Adjournment

## MINUTES

### 1) Welcome and Announcements

Alan Kezber welcomed guests Heather Bilkes, Nursing Coordinator, and Murray Johnston and Lois Dana, Co-Chairs of the Indigenous Advisory Circle. He also passed along regrets from those unable to attend.

### 2) Adoption of the Agenda

The agenda was adopted as presented.

Moved: Myriam Pruneau                      Seconded: Miles Turnbull

There was no call for a vote. Motion carried.

### 3) Adoption of Minutes of Previous Meeting

#### a. October 25, 2022

The minutes were adopted as presented.

Moved: Monika Mitchell                      Seconded: Laura Beause

There was no call for a vote. Motion carried.

### 4) Question Period (15 minutes) No questions

### 5) Business Arising

#### a. Law 14 (Bill 96) update

Nancy Beattie presented an update on Law 14 developments. Following the Anglophone colleges' consensus position regarding the courses for the preparation of the French exit exam, the Ministry decided on the opposite, imposing three 45-minute courses which non-rights holders will need to take to prepare for the exit exam. The Anglophone colleges are very concerned about how this will impact allophone and Indigenous students. Champlain-Lennoxville does have one more opportunity to provide feedback to the Ministry on this decision (consultation response due mid-December) however there is little hope for change.

#### b. Social Sciences Update

The presentation of Social Science program revision has been delayed due to some issues arose within SOBEC which needed to be resolved. The program revision is on track to be presented at the next Governing Board meeting in February.

6) New Business

a. Nursing Program Revision (Resolution)

Nancy Beattie introduced the Nursing program revision. The program was initially revised in 2018 and implemented in the Fall of 2019. Regular monitoring and analysis of the 2019 implementation revealed the need to make further adjustments to the program to be implemented in the Fall of 2023.

Heather Bilkes presented the proposed program revision which includes adjustments to course sequencing, changes to the total hours of stage and homework, updated CPR and emergency first aid training requirements, and certain course-competency relationships were modified to allow for improved evaluations during the course of the program. The revision also includes a minor change to the admission requirements and improvements to cultural sensitivity training.

Nancy Beattie commended the Nursing program for their hard work, as well as Suzanne Meesen for having been a key partner in the revision.

**Resolution No.: LEN-2022-069**

**180.A0 Nursing Program Revision**

**WHEREAS** Champlain College Lennoxville revised the Nursing Program 180.A0 (Nursing) in 2018; and

**WHEREAS** implementation of the revised program began in Fall 2019 and has been carefully monitored for the past three years; and

**WHEREAS** the Nursing program has determined that minor modifications are now necessary to improve the structure and coherence of the program; and

**WHEREAS** a program revision proposal for the 180.A0 program was developed during the 2021-2022 school year in collaboration with the program committee; and

**WHEREAS** the process for carrying out the program revision respects the Institutional Policy on the Management of Academic Programs (IPMAP); and

**WHEREAS** the Nursing Program Committee endorsed the program revision proposal on November 23, 2022; and

**WHEREAS** the Commission of Studies recommended the proposed program revision at its meeting held on December 1, 2022 on the condition that the admissions criteria be modified in the program framework to clarify that students must complete Chemistry 534 or 551504 within the first year of study if they did not already have it upon entry into the program;

**BE IT THEREFORE RESOLVED** that the Governing Board approve the proposed revision of the 180.A0 (Nursing) DEC program for implementation in Fall 2023.

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Moved: Miles Turnbull      Seconded: Myriam Pruneau

There was no call for the vote. Motion carried.

b. Truth & Reconciliation Action Plan (Information)

Nancy Beattie reminded the group of the 5-year action plan approved last year and explained that this new document is specifically for the current priorities for the 2022-2023 academic year.

Murray Johnston and Lois Dana presented the action plan, which aligns directly with the strategic orientations of the College. The action plan includes items such as a tutoring and study hall focused especially on English and French writing skills, the Enrichment Option which includes complementary courses in Land-Based Learning and Abenaki language, providing cultural safety training for teachers and students, as well as encouraging reflection on the significance of the College's land acknowledgment.

c. Bylaw 6 Student Fees (Resolution)

Nancy Beattie gave some background on the requirement to present any changes to student fees to governing bodies.

**Resolution No.: LEN-2022-070**

**Bylaw 6 Proposed Student Fees 2023-2024**

WHEREAS the Regulation respecting the tuition fees that a general and vocational college must charge has been updated on an annual basis in accordance with the College's Bylaw on Student Fees; and

WHEREAS modifications to the following student fees for implementation as of the fall 2023 semester are being requested:

**Appendix 1 Board of Governors Approved Student Fees**

Description of Fees	Fee in Canadian Dollars (\$)
<b>3. 01 Application Fees</b>	
• Full-time Students by Program :	
• Pre-university Programs	SRAM <sup>1</sup> Rates
• Technical Programs	SRAM Rates
• Continuing Education	30
• Part-time Students All Programs	SRAM Rates
<b>3.02 Fees Charged to all Students per Semester</b>	
• Full-time Students:	
• Registration Fees	20
• Fees for Services Related to Studies	25
• Auxiliary Service Fees	<b>145 150</b>

• Auxiliary Service Fees- Unique services provided by Bishop' s University	44 45
<b>Total:</b>	<b>234 240</b>
• Part-time Students : (per course)	
• Registration Fees	5
• Fees Services Related to Studies	6
• Auxiliary Service Fees	37 38
• Auxiliary Service Fees – Unique services provided by Bishop' s University	44 45
<b>3.03 Other Admissions Related Fees</b>	
• English Proficiency Assessment	n/ a
• French Proficiency Assessment	30
• Foreign Transcript Evaluation Fee	65
• Sport s-Etudes and Arts-Etudes (per semester)	n/ a
• Equivalence Request ( <i>Per Course, Per Program</i> )	25 (max 100)
• Coop Programs - Alternating Work-Study Programs	75
<b>3.04 Late and Course Change Fees</b>	
• Late Application Fee	10
• Late Registration or Late Course Confirmation	SO
• Late Timetable Pickup ( <i>First year students only</i> )	SO
• Late Payment Fee	n/ a
• Not Sufficient Funds (NSF) Cheque Fee	SO
• Course Changes Outside of Schedule	25
<b>3.05 Recognition of Acquired Competency (RAC) Fees:</b>	
• RAC File Analysis	45
• RAC Evaluation of Competency ( <i>Per Competency, per Program</i> )	40 (max 500)
• Missed Appointment for RAC Services	30
<b>3.06 Other Program or Course Related Fees:</b>	
• Optional Program: International Baccalaureate	n/ a
• Course for a student not registered in a program, or Courses Outside Student's Program ( <i>Per Course Hour</i> )	6
• Outreach Program, Summer School, or Continuing Education ( <i>Per Course Hour</i> )	6

1. SRAM is a centralized application service that serves a number of colleges and is administered separately from the college

**BE IT THEREFORE RESOLVED** that the Governing Board of Champlain College Lennoxville recommend the proposed modifications to the fee annex of Bylaw Number 6 regarding student fees, for application as of the fall 2023 semester to the Board of Governors of Champlain Regional College for adoption.

Moved: Laura Beausse                      Seconded: Monika Mitchell

There was a call for the vote. In favor: 7; Against: 0; Abstentions: 1  
Motion carried.

## 7) Constituent College Report

Nancy Beattie mentioned that matters related to Law 14 have very much dominated her time in recent weeks. Allocation for the Winter term has been a challenge due to teachers on leave. Mental health and wellbeing is a major preoccupation for students, and the College maximized mental health resources, including the addition of a chat feature on the website to give students an alternative to coming in person to see a counsellor. The psycho-social team remains at near capacity.

It was also shared that a change was made to the Permanent Incomplete procedure; Academic advisors are now the 'one-stop shop' for this request, making the procedure more discrete for students as well as more efficient.

Finally, Nancy Kendall in Academic Dean's office is retiring after 35 years of laudable service to the College at the end of this week. Kelsey Cassin filling in the role during the job posting period.

8) Varia

A Governing Board group photo was taken in October and will be posted on the Champlain-Lennoxville website as well as emailed to the group.

To thank Governing Board members for their contributions this past semester, the College is gifting each member a poinsettia plant purchased from Aube Lumière's fundraising campaign.

9) Date of Next Meeting (February 7, 2023)

10) Adjournment

Myriam Pruneau moved to adjourn the meeting at 5:42pm.

The minutes were adopted as presented at the Governing Board meeting on February 9, 2023.

Moved: Miles Turnbull

Seconded: Laura Beausse

Tina Gjertsen, Recording Secretary