



GOVERNING BOARD MEETING
2580 College Street, Sherbrooke, QC J1M 2K3
Tuesday, November 29, 2023
4:00 – 6:00 p.m. (Room C-156)

MINUTES

Members Present:

Nancy Beattie	Director of Constituent College
Isabelle Goyette	Government Appointee, University Sector
Kandy Mackey	Government Appointee, School Board Sector
Akesh Gill-Coleman	Parent Representative
Antoine Laplante	Student Representative
Myriam Pruneau	Faculty Representative
Lois Dana	Professional Staff Representative
Jennifer McLeod	Support Staff Representative

Regrets:

Monika Mitchell	Parent Representative
Aaron Patella	Faculty Representative
Eric Richard	Government Appointee, Socio Economic Group

Also Present:

Philip Cooper	Associate Dean, Academic Affairs (Technical Programs and Con.Ed)
Antoine Fortin-Veilleux	Associate Dean of Academic Organization and Registrar
Suzanne Meesen	Secretary General
Frederic Beauchamp	Bureau d'enquêtes, Ministère de l'enseignement supérieur
Anne-Catherine Biron Lajoie	Bureau d'enquêtes, Ministère de l'enseignement supérieur
Michael Durrant	Coordinator, Science Program
Thomas Goulet	Science Program

AGENDA

- 1) Welcome and Announcements
 - a. Nomination of meeting chair
 - b. New members
- 2) Adoption of the Agenda
- 3) Adoption of Minutes of Previous Meeting
 - a. September 12, 2023
- 4) Question Period (15 minutes)
- 5) Business Arising
 - a. Olivia's Clause (Resolution)
 - b. Law 14: update (Phase 2 courses, Admission Policy revision)
 - c. Status of Governing Board Membership
 - d. MNP Consultation update – Ministerial Inquiry
 - e. Strategic Plan Development Update (information)
- 6) New Business
 - a. Law 14: Revised Program Grids for Liberal Arts (Resolution)
 - b. Science Program Revision (Resolution)
 - c. Bylaw Revisions:
 - i) Human Resources Management
 - ii) Appointment, Renewal of Mandate and Evaluation of the Director General and the Directors of Constituent Colleges
 - d. College-wide Policy Revisions:
 - i) Admissions Policy
 - ii) Conflict of Interest and Nepotism
 - e. Code of Ethics and Professional Conduct for Governors and for Members of the Governing Boards
 - f. Election of Chair (tabled from prior meeting)
 - g. Election of Vice-Chair (tabled from prior meeting)
 - h. Nominations to Strategic Planning Task Force (2 external members)
- 7) Constituent College Report
- 8) Varia
- 9) Date of Next Meeting (December 19, 2023)
- 10) Adjournment

MINUTES

1) Welcome and Announcements

Nancy Beattie called the meeting to order and announced that further strike dates have been announced for December 8 – 14, 2023 and it is likely that the academic calendar will therefore need to be adjusted.

a. Nomination of meeting Chair

Kandy Mackey was nominated to Chair the meeting.

Moved: Nancy Beattie Seconded: Antoine Laplante.

There was no call for the vote. Motion carried.

b. New Members

Kandy Mackey welcomed and introduced new members, Akesh Gill-Coleman, Isabelle Goyette and Eric Richard, who sent his regrets. Guests were also welcomed, including Frederic Beauchamp and Anne-Catherine Biron-Lajoie, from the Bureau d'enquêtes, Ministère de l'enseignement supérieur; Michael Durrant and Thomas Goulet, co-chairs from the Science Program, Antoine Fortin-Veilleux, Associate Dean of Academic Organization and Registrar and Philip Cooper, our Associate Dean, Faculty and Academic Affairs, Continuing Education and Technical programs. Kandy also conveyed regrets from Monika Mitchell.

2) Adoption of the Agenda

Item 6e) was removed from the Agenda as this item also appeared under item 6 d)iii.

Moved: Antoine Laplante Seconded: Akesh Gill Coleman

There was no call for the vote. Motion carried.

3) Adoption of Minutes of Previous Meeting

a. September 12, 2023

The minutes were adopted without modification.

Moved: Jennifer McLeod Seconded: Lois Dana

There was no call for the vote. Motion carried.

4) Question Period (15 minutes)

5) Business Arising

a. Olivia's Clause (Resolution)

Nancy Beattie presented the item. This new regulation will allow the triggering of a regulation to justify an absence when the road conditions are not safe, particularly for newer drivers. A discussion ensued around the logistics of faculty absences and the

possibility of the clause being used at the end of a semester when there isn't time to easily reschedule evaluations. Nancy Beattie advised that the College will work with faculty when there are unique situations and that a faculty member who cancels a class with a planned evaluation on such a day this would not result in an absence being taken from a faculty member's sick bank. Olivia's family will be notified on the adoption of this new regulation.

Resolution No. LEN-2023-087:

Olivia's Clause - Champlain College Lennoxville Regulation for Justified Absences under Given Adverse Weather and Road Conditions

The present motion is so named in honour of Olivia Grimes, a cherished Special Care Counselling student and member of the Champlain Lennoxville community who died tragically in a car accident in January of 2023.

WHEREAS all members of the community are responsible for using their best judgement and exercising caution when travelling in inclement weather; and

WHEREAS in the interest of the safety of our students, the College has opted to formally adopt an adverse driving conditions regulation herein named "Olivia's Clause"; and

WHEREAS Olivia's Clause shall be triggered when a snow day closure of all of schools and centres (vocational and adult education) is announced by the Eastern Townships School Board (ETSB), or when the Société de Transport de Sherbrooke (STS) suspends operations; and

WHEREAS as of the Fall Semester 2023, on days designated as such, the College will implement Olivia's Clause granting justified absences to all students (in courses and stages); and

WHEREAS upon its adoption by the Governing Board, Olivia's Clause will be communicated through the College's internal mechanisms and posted on the College website and social media platforms as quickly as possible; and

WHEREAS consultations on Olivia's Clause were held with department and program coordinators, the academic team, management, and the Champlain Student Association; and

WHEREAS the Commission of Studies recommended that the Governing Board adopt Olivia's Clause at its meeting held on November 9, 2023;

BE IT THEREFORE RESOLVED that the Governing Board adopt Olivia's clause for immediate implementation at Champlain College Lennoxville.

Moved: Antoine Laplante

Seconded: Lois Dana

There was no call for the vote. Motion carried.

b. Law 14: update (Phase 2 courses, Admission Policy revision)

Antoine Fortin-Veilleux provided an update on the work for phase 2 of the implementation of Law 14. Amongst other requirements, Champlain must update our Admissions Policy to prioritize students who are eligible to attend school in English. Programs are being consulted to identify which courses will be offered in French for rights holders. Concerns were identified about the approach taken by the College which require students to take

program courses in French. Limited resources make it financially unsustainable for the College to viably offer smaller sections in both English and French. Myriam Pruneau stressed the importance of resources being made available to certificate-holding students, in-class and on an individual basis.

c. Status of Governing Board Membership

Sue Meesen provided an update on status of Governing Board members. The delayed appointments by the Ministry for the external members has been a challenge. The College has 9 external members, and there are still 4 vacant positions. It is not possible to elect a chair, and vice-chair until a sufficient number of external members are in place. The Governing Board is still lacking a technical program student representative.

d. MNP Consultation update – Ministerial Inquiry

The ministerial inquiry taking place at the College is ongoing. If Governing Board members have questions about the inquiry, they are invited to email a representative from the Ministry who was present at the meeting: Frederic.beauchamp@education.gouv.qc.ca

e. Strategic Plan Development Update (information)

Nancy gave an update on the work to be carried out by the strategic planning taskforce in order to complete the College Strategic Plan. Meetings will be held on December 7 and 21 in the afternoon.

6) New Business

a. Law 14: Revised Program Grids for Liberal Arts (Resolution)

Antoine Fortin-Veilleux presented the revised grids for Liberal Arts in order to finalize phase 1 of the implementation of Law 14.

Resolution No. LEN-2023-088:

Law 14 Liberal Arts Program Grids for non-certificate holders

WHEREAS in June 2022, the Quebec Government adopted a modification of the Charter of the French Language with the adoption of Law 14 which imposed specific obligations on English-language public colleges; and

WHEREAS all colleges were required to implement the new Law as of September 2023; and

WHEREAS the first phase of implementation requires that all non-certificate holding students admitted to the College as of the Fall 2023 semester must pass the Ministry's French Exit Exam in order to obtain their college diploma (DEC); and

WHEREAS the Ministère de l'Éducation et de l'enseignement supérieur (MEES) has developed three new mandatory French language competencies to be taken by non-certificate holding students in preparation for the French Exit Exam; and

WHEREAS two new grids were developed for each program offered at the College: one grid containing three new courses corresponding to the new French language competencies, and a second grid to accommodate students who require more support through an initial French-language course (cour de renforcement); and

WHEREAS the College did not have sufficient information from the MEES to modify and formally adopt the Liberal Arts program grid when all other DEC program grids were

adopted by the Governing Board at its meeting held on May 23, 2023 so as to deliver the new French-language competencies to non-certificate holding students in compliance with the Law; and

WHEREAS the Liberal Arts program has since received sufficient information to modify its program grids in order to comply with the new Law; and

WHEREAS the Liberal Arts program has been consulted on the modified program grids,

WHEREAS the Commission of Studies recommended the modified program grids for the 700.B0 Liberal Arts program to the Governing Board for adoption at its meeting held on November 9, 2023;

BE IT THEREFORE RESOLVED that the Governing Board adopt the modified 700.B0 Liberal Arts program grids in the application of Law 14 for non-certificate holders.

Moved: Myriam Pruneau

Seconded: Lois Dana

There was no call for the vote. Motion carried.

b. Science Program Revision (Resolution)

Michael Durrant and Thomas Goulet presented the Ministry mandated Science program revision to be implemented in Fall 2024. They thanked all who collaborated with them in the revision process. The Science program had not been revised since 1998. Michael Durrant presented the steps that were taken in order to meet the Ministry's requirements, including a timeline which detailed the step-by-step process that was undertaken.

To accommodate the changes requested by the Ministry, it was necessary to reduce the number of hours in biology, chemistry, physics, and calculus. The new Science program now includes three profiles: Life and Health Science, Math and Physics, and a General profile.

Questions arose concerning how to prepare students coming from high schools for the additional math classes, as well as the Ministry's final approval process. It was noted that a major challenge in carrying out the revision was that the Ministry document containing the program competencies was only available in French at the beginning of the process.

Myriam Pruneau congratulated Thomas Goulet and Michael Durrant on their work on the revision.

Resolution No. LEN-2023-089:

200.B1 Science Program Revision

WHEREAS Champlain College Lennoxville last carried out a revision to the 200.B0 Science program in 1999; and

WHEREAS a major province-wide revision was initiated by the Ministère de l'Éducation et de l'Enseignement Supérieur (MEES) for mandatory implementation in Fall 2024; and

WHEREAS the revision process involved three main groups including the Science Program Revision Advisory Committee (SPRAC), the Science Program Revision Team, the Science Program Assembly; and

WHEREAS the program revision was carried out in accordance with the Institutional Policy on the Management of Academic Programs (IPMAP); and

WHEREAS the Science Program Assembly endorsed the revised program framework on October 24, 2023; and

WHEREAS the Commission of Studies recommended the 200.B1 Science program revision to the Governing Board at its meeting held on November 9, 2023;

BE IT THEREFORE RESOLVED that the Governing Board adopt the revised 200.B1 Science program for implementation in the Fall 2024 semester.

Moved: Myriam Pruneau

Seconded: Antoine Laplante

There was no call for the vote. Motion carried.

c. Bylaw Revisions:

Nancy Beattie presented items 6c, i, ii, 6d i, ii, iii, and 6e, together. The College needs to update its bylaws and policies as part of the new governance structure. Nancy Beattie explained that the Regional College has hired Terrence Brennan as Interim Secretary General who is prioritizing the required by-law and policy revisions. Mr. Brennan will present the updated bylaws and policies for consultation purposes at the next Governing Board meeting on December 19th.

Antoine spoke to the status of the revision of Bylaw 7, the Admissions Policy. Certificate holders must be prioritized during admissions at Anglophone colleges and this needs to be reflected in bylaw or policy of each institution. The admissions requirements for out-of-province and international students will be articulated in the bylaw (ie. The address those of non-mother tongue French). The College needs to ensure that the level of French is strong enough to reasonably expect students to success writing the French Exit Exam (Ministry exam). Additional elements of the Admissions bylaw to be updated include conditional admissions, and documents required for the admission of int'l students. It was clarified that Indigenous students are exempt from the French exit exam, however, they must make a request for this exemption. A question was asked about the percentage of our students that are eligible for English instruction. Roughly thirty-five percent of our student body is eligible.

Questions arose about when the bylaws are usually revised. Typically, they are on a five-year revision cycle. Some have not been updated for a long time. The Governing Board members will be send the draft bylaws and policies following the Governing Board meeting to allow more time for everyone to read them before the December 19th meeting.

- i) Human Resources Management
- ii) Appointment, Renewal of Mandate and Evaluation of the Director General and the Directors of Constituent Colleges

d. College-wide Policy Revisions:

- i) Admissions Policy
- ii) Conflict of Interest and Nepotism
- iii) Code of Ethics and Professional Conduct for Governors and for Members of the Governing Boards

e. Code of Ethics and Professional Conduct

f. Election of Chair (tabled from prior meeting)

- g. Election of Vice-Chair (tabled from prior meeting)

Resolution No: LEN-2023-090

Given the discussions that were held under Agenda item 5c on the status of the Governing Board membership, it was moved that the election of Chair and Vice-Chair be tabled to the next meeting.

Moved: Antoine Laplante Seconded: Isabelle Goyette.

- h. Nominations to Strategic Planning Taskforce (2 external members)

It was moved that Isabelle Goyette and Akesh Coleman be appointed as the external members to the Strategic Planning Taskforce.

Moved: Myriam Pruneau Seconded: Lois Dana

There was no call for a vote. Motion carried.

7) Constituent College Report

Nancy provided a summary of the College report. Antoine Fortin Veilleux is now permanent in his role as Dean of Academic Organization and Registrar and was commended for his work to ensure that the College did not exceed its cap on admissions numbers imposed under Law 14. It was announced that a new Coordinator of Human Resources has been hired and will be starting in the coming weeks. Negotiations are underway with Bishop's for the academic space and services contracts which expire in June 2024. New guidelines are being developed in relation to the implementation of the new Institutional Policy on the Management of Academic Programs. Nancy noted concerns over the mental health and wellbeing of our students, which remain a preoccupation at the College. Thankfully, we have a strong counselling team in place, however, this is a challenging time for our students as they are quite stressed and there are several serious situations being handled through Student Services at this time.

8) Varia

There were no items to discuss under Varia.

9) Date of Next Meeting (December 19, 2023)

10) Adjournment

Antoine Laplante moved to adjourn the meeting at 5:49 p.m.

The minutes were adopted as presented at the Governing Board meeting on December 19, 2023.

Moved: Lois Dana Seconded: Jennifer McLeod

Tina Gjertsen, Recording Secretary