



GOVERNING BOARD MEETING
 2580 College Street, Sherbrooke, QC J1M 2K3
 Tuesday, April 23, 2024
 4:00 – 6:00 p.m. (Room C-156)

MINUTES

Members Present:

Sebastien Houle (Chair)	Government Appointee, Enterprise
Isabelle Goyette (Vice-Chair)	Government Appointee, University Sector
Éric Richard	Government Appointee, Socio Economic Group
Monika Mitchell	Parent Representative
Akesh Gill-Coleman	Parent Representative
Aaron Patella	Faculty Representative
Myriam Pruneau	Faculty Representative
Lois Dana	Professional Staff Representative
Jennifer McLeod	Support Staff Representative
Antoine Laplante	Student Representative (Virtual)
Ela Piñero-Tabah	Student Representative

Regrets:

Nancy Beattie (on leave)	Director of Constituent College
Kandy Mackey	Government Appointee, School Board Sector

Also Present:

Tina Gjertsen	Recording Secretary
William Laramée	Coordinator, IT Services
Sandra Banerjee	Coordinator, Human Resources
Philip Cooper	Associate Dean, Academic Affairs
Antoine Fortin-Veilleux	Associate Dean, Academic Organization & Registrar
Frédéric Beauchamp	Bureau d'enquêtes, Ministère de l'enseignement supérieur (Virtual)
Anne-Catherine Biron-Lajoie	Bureau d'enquêtes, Ministère de l'enseignement supérieur (Virtual)

AGENDA

1. Announcements
2. Adoption of the Agenda
3. Adoption of Minutes of Previous Meeting
 - a. March 19, 2024
4. Question Period (15 minutes)
5. Business Arising
 - a. New Ministerial Course Drop Deadline – Impact on Policies and Academic Calendar
6. New Business
 - a. AMT Program Revision Plan
 - b. Strategic Plan Development Goals Update
 - c. Revision of Program Specific English and Humanities Course Offerings
 - d. Complementary Course Offerings delivered in English and French
 - e. Program and Policy Management Calendar
7. Constituent College Report
8. Varia
 - a. Update on Bylaws and Policies
 - b. Graduation in June 2024
9. Date of Next Meeting (May 28, 2024)
10. Adjournment

MINUTES

1. Announcements

Sébastien welcomed the group to the meeting and reminded the group that the meeting is being recorded for the Ministry representatives, attending via Teams.

2. Adoption of the Agenda

The agenda was adopted with adjustments. Two points were added to 8. Varia: a. Update on Bylaws and Policies; and b. Graduation in June 2024.

Moved: Myriam Pruneau Seconded: Aaron Patella

There was no call for a vote. Motion carried.

3. Adoption of Minutes of Previous Meeting

a. March 19, 2024

The minutes were adopted as presented.

Moved: Lois Dana Seconded: Aaron Patella

There was no call for a vote. Motion carried.

4. Question Period (15 minutes)

There were no questions.

5. Business Arising

a. New Ministerial Course Drop Deadline – Impact on Policies and Academic Calendar

Antoine Fortin-Veilleux presented on this topic. In the spirit of student success, the Ministry of Education announced an additional late course drop deadline. This occurs after 60% of the course has taken place. Students will be able to drop a course with permission, and it will appear on the transcript with the note '*withdrawal with permission*' or similar wording, which is still under review. This should be in place beginning in the Fall 2024 semester.

The IPESA will need to be adjusted to reflect this once the Ministry guidelines have been received. The Academic Calendar will also need to be adjusted with these dates added, and will then need to be re-approved by the Governing Board.

6. New Business

a. AMT Program Revision Plan

Sue Meesen presented on this topic. The AMT program is undergoing a Ministerial revision and must be implemented by 2026. The revision plan includes an outline for the revision itself, roles and responsibilities of various individuals, and a timeline with deadlines of the various steps which need to be carried out. The Ministry will be offering information sessions for those on the revision committee to communicate competencies and other pertinent information to assist with the revision process. The plan is to have the revision completed by Fall 2025.

b. Strategic Plan Development Goals Update

Sue Meesen presented on this topic. For background information, she reminded the group that the goals had previously been approved by the Governing Board. The task force then met in December to discuss indicators. As her new role as Coordinator of Pedagogical and Institutional Development, she was asked by the Director General to finalize these indicators in collaboration with MNP. She mentioned that this document has been sent to the regional board as well; all three Constituent Colleges did the same, and all strategic plans should be approved by the Board of Governors. The next step will be to develop an action plan to move forward with the indicators. The Strategic Plan is normally communicated to the community by the Director once it is finalized.

A discussion ensued, around topics such as the use of technology and the intention to reevaluate and adjust the plan over time, the broadened definition of Sustainability, and the measurement of targets.

Sue clarified that it is a 5-year plan, covering the period from 2024 to 2029.

c. Revision of Program Specific English and Humanities Course Offerings

Antoine Fortin-Veilleux presented on this topic. As part of the optimization plan, the Humanities and English departments were asked to revise their course offerings, and some courses have now been merged in order to manage budget constraints. It was mentioned that *Ethics for Truth and Reconciliation* is a new course which will also be part of the eventual Indigenous Studies option.

d. Complementary Course Offerings delivered in English and French

Antoine Fortin-Veilleux presented on this topic. As part of Law 14, the College is mandated to offer certain courses in French. We will offer two program-specific courses in French for all students, and an additional course in French for non-certificate holders. This prompted the College to revise complementary course offerings, removing old courses which had not been offered for many years, and adding the new courses which meet the requirements of Law 14. The College is planning to offer one course per semester in French in 2024-2025. In the longer term, it is anticipated that we will offer two to three courses per semester in French. Questions were raised about in-class support for students struggling with French, as opposed to outside of class support. Philip Cooper will investigate how this might be feasible, perhaps from students taking the class who are stronger in French language skills.

e. Program and Policy Management Calendar

Sue Meesen presented on this topic. In line with the IPESA, the College built a 10-year plan on the evaluation of academic programs and academic policies. According to this calendar, the Computer Science Technology (CST) program will be evaluated in Fall 2024, followed by Accounting and Management Technology (AMT). The calendar helps the College to plan so that resources can be allocated efficiently. Guidelines from the CEEC are closely followed during the process of program evaluation.

7. Constituent College Report

In Yves Rainville's absence, Sue Meesen referred the group to the Board Report which includes highlights such as admissions numbers, the total solar eclipse viewed on campus, and other activities which took place at The College over the past few weeks. Antoine Fortin-Veilleux gave an update on the second round of admissions for Fall 2024.

8. Varia

a. Update on Bylaws and Policies

Myriam Pruneau requested a follow-up to the recommendations the Governing Board made on several Bylaws and Policies under revision. Sue Meesen explained that the Bylaws and Policies are now with the regional Board of Governors, having been presented at the last Board of Governors meeting in early April. Once approved, they will be shared and posted on the CRC website. It was requested that the Governing Board be informed before these documents are posted online.

b. Graduation in June 2024

Myriam Pruneau spoke about graduation this year being on June 12th, which falls within the teachers' vacation period. The College has been working on a solution by offering options to teachers; and this may explain fewer teachers attending the ceremonies this year. Antoine Fortin-Veilleux clarified that the situation this year is due to exceptional circumstances, as this year's graduation is taking place later than usual due to the Fall Reading Week pushing the Winter semester dates later.

9. Date of Next Meeting (May 28, 2024)

Sue Meesen mentioned that the Chair and Vice Chair are normally meant to be elected at the last meeting of the year, and recommended that another election be held at our next meeting on May 28th to adhere to best practices. The meeting will also include financial reports.

10. Adjournment

Lois Dana moved to adjourn the meeting at 5:16 p.m.

The minutes were adopted with a modification at the Governing Board meeting on May 28, 2024.

Moved: Isabelle Goyette Seconded: Jennifer McLeod

Tina Gjertsen, Recording Secretary