



GOVERNING BOARD MEETING
2580 College Street, Sherbrooke, QC J1M 2K3
Tuesday, September 10, 2024
4:00 – 6:00 p.m. (Room C-156)

MINUTES

Members Present:

Philip Cooper	Director of Constituent College (interim)
Sebastien Houle (Chair)	Government Appointee, Enterprise
Caroline A. Morrissette	Government Appointee, Enterprise
Isabelle Goyette (Vice-Chair)	Government Appointee, University Sector
Jennifer Palik	Parent Representative
Akesh Gill-Coleman	Parent Representative
Myriam Pruneau	Faculty Representative
Jennifer McLeod	Support Staff Representative
Kandy Mackey	Government Appointee, School Board Sector
Éric Richard	Government Appointee, Socio Economic Group (virtual)
Alain Lessard	Faculty Representative

Regrets:

Garnet Smith	Student Representative
Lois Dana	Professional Staff Representative

Also Present:

Suzanne Meesen	Secretary General
Ioanna Villa	Recording Secretary
Frédéric Beauchamp	Bureau d'enquêtes, Ministère de l'enseignement supérieur (Virtual)
Anne-Catherine Biron-Lajoie	Bureau d'enquêtes, Ministère de l'enseignement supérieur (Virtual)
Elvire Nelly Gouessy Bai	Bureau d'enquêtes, Ministère de l'enseignement supérieur (Virtual)

AGENDA

1. Announcements – Welcome new members
2. Adoption of the Agenda
3. Adoption of Minutes of Previous Meeting
 - a. May 28, 2024
4. Question Period (15 minutes)
5. Business Arising
 - a. Law 14 update
 - b. College Operations update
 - c. Enrollment numbers
6. New Business
 - a. New Hires
 - b. Special Governing Board Meeting
 - c. Appointment of Academic Administrator to the Commission of Studies
 - d. IPESA Modification re: Medical Notes & Procedures (Resolution)
 - e. Consultation on Policy Against Sexual and Gender-Based Violence
 - f. Techno Pedagogical Annual Report
 - g. Champlain Lennoxville Foundation update
7. Constituent College Report
8. Varia
9. Date of Next Meeting (Tuesday, November 26, 2024 – C156)
10. Adjournment

MINUTES

1. Announcements

Sebastien Houle welcomed the members to the first meeting of the year. For the benefit of the new members, there was a round table of introductions. He reminded the members that the meeting was being recorded at the request of the ministry representatives.

2. Adoption of the Agenda

The agenda was adopted with one modification to move item 6e Consultation on Policy Against Sexual and Gender-Based Violence to the top the agenda.

Moved: Myriam Pruneau Seconded: Jennifer McLeod

There was no call for a vote. Motion carried.

3. Adoption of Minutes of Previous Meeting

a. May 28, 2024

The minutes were adopted with one modification.

Moved: Myriam Pruneau Seconded: Isabelle Goyette

There was no call for a vote. Motion carried.

4. Question Period (15 minutes)

A faculty member asked a few questions related to the last meeting in which Yves Rainville said there were funds for Continuing Education and that there would be a plan in the fall for the development of Continuing Education. Phil explained that some of the funds were used to hire a consultant to conduct market research for possible Continuing Education programming and also to hire a new ped counsellor to develop those offerings. The College wishes to generate enough profits through Continuing Education to help fund needed projects.

5. Business Arising

a. Law 14 update

Phil presented on this item. Last year, non-certificate holders were required to take three additional French courses to prepare for the French exit exam. This year, the College is adding program and complementary courses for all students. Now, all students are taking five courses in French. There is a concern for how this will impact student success. The college will be monitoring this very closely. There will be a revision to the French help centres to help students who are not strong in French.

A discussion took place on topics such as the French Exit exam, on the attempts the students have to pass the exam, the percentage of the pass rates of the courses and the challenges for non certificate holders who are not francophones. Phil mentioned that students can retake the

exam the next semester. However, the goal is that the students pass the exam in their first attempt and the College is doing its best to prepare students for the test.

A question arose about funding that was requested for the implementation of Law 14 and on how the College will use that funding. Phil explained that the College is looking at a way to allocate the funding as it's intended and in a way that is going to benefit the faculty. There will also be discussions with the faculty union on how to best deploy this money.

b. College Operations Update

Phil informed the members that the selection for the Director General will take place on sept 24.

He mentioned that there are still no updates to give on the director of the Constituent College, the Board of Governors won't have any updates until the process has come to a solution, and, in the meantime, he will remain as Interim Director.

A faculty member expressed that it would help to have some updates on the steps that have been taken in order to reassure the employees of the College. Phil expressed his sympathy, and that he understands it is frustrating, and people would like a resolution, however, at this moment there are no updates to give.

A question arose about the two positions of Academic Dean. Phil explained that at this moment there is a new structure in place that is being monitored. If the structure is effective, it will be maintained, if not, it will be revised.

c. Enrollment numbers

Phil presented on this item. Due to Law 14, the College has a cap of 1220 students. If the admissions numbers are above the cap on Sept 20th, there will be a penalty at a rate of \$7000 per student. Currently, the enrollment is at 1256 full time students. If students withdraw, this number will go down. The second drop deadline makes predictions more uncertain. However, there are mitigating factors in place that might allow the College to fall just below the cap.

6. New Business

a. New Hires

Sebastien introduced the two new members of the Management Team, Isabelle Archambault as Coordinator of Administrative Services and Nicolas Lecomte as Dean of Faculty and Academic Affairs. He welcomed them and they introduced themselves.

b. Special Governing Board Meeting

Phil presented this item. A special meeting will take place on September 24th for the selection of the Director General. Bylaw 3 outlines the hiring process of the DG and DCC. Phil gave an overview of this process.

Due to the fact that neither Sebastien Houle (chair) nor Isabelle Goyette (vice-chair) will be present at this meeting, there was a motion to nominate a chair for this special meeting. Sue Meesen said she would verify this nomination with the central office.

Name Proposed	Moved by:	Seconded by:	Accepted:
Caroline A. Morrissette	Myriam Pruneau	Kandy MacKay	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

No call for a vote. Motion carried

c. Appointment of Academic Administrator to the Commission of Studies (resolution)

Phil presented on this topic. He explained that the CoS has 20 members, including two academic administrators. Traditionally, these have been the Dean of Faculty and Academic Affairs and the Registrar. However, with the change of structure, there is a new Coordinator of Institutional and Pedagogical development. The positions that best align with the responsibilities of the CoS are those of Sue Meesen and Nicolas Lecompte. Phil commended Antoine for his hard work and said he will continue to support the CoS.

Resolution: LEN-2024-112

Resolution: Appointment of Designated Academic Administrator to the Commission of Studies
WHEREAS section 17 of the Colleges Act specifies that two (2) members of personnel responsible for programs of studies must be appointed to the Commission of Studies by the Governing Board; and

WHEREAS Mr. Nicolas Lecomte has now been hired as the new Associate Dean of Faculty and Academic Affairs; and

WHEREAS the Interim Director of Constituent College recommends that Mr. Nicolas Lecomte be appointed to the Commission of Studies as a member of personnel responsible for programs of studies;

BE IT THEREFORE RESOLVED that the Governing Board of Champlain College Lennoxville approve the appointment of Mr. Nicolas Lecomte to the Commission of Studies in replacement of Mr. Antoine Fortin-Veilleux.

Moved: Myriam Pruneau Seconded: Jennifer Palik

No call for vote. Motion carried

d. IPESA Modification re: Medical Notes & Procedures (Resolution)

Phil presented on this item. The Ministry removed the requirement for students to present medical notes for excused absences that are shorter than five days because of the burden placed on the healthcare system. Therefore, the text of the IPESA needs to be amended. The faculty expressed concerned on how this is going to affect attendance. Phil explained that the College is going to track absences and there is going to be a record and an assessment. Teachers are welcome to communicate something they feel is suspicious.

Resolution: LEN-2024-113

Resolution —**IPESA Modification Regarding Excused Absences**

WHEREAS the Institutional Policy on the Evaluation of Student Achievement (IPESA) was last modified and approved by the Governing Board on May 28, 2024; and

WHEREAS the *Ministère de l'Enseignement supérieur* has indicated that students are no longer required to provide the College with medical documentation in order to obtain excused absences lasting fewer than five days; and

WHEREAS this new directive requires changes to the text of the IPESA (Article 5.5.1); and

WHEREAS the Commission of Studies recommended the proposed modification to the IPESA text at its meeting held on August 29, 2024; and

BE IT THEREFORE RESOLVED that the Governing Board approve the revised text of Article 5.5.1 of the IPESA for immediate implementation.

Moved: Jennifer MacLeod

Seconded: Myriam Pruneau

Call for vote, no. Motion carried

e. Consultation on Policy Against Sexual and Gender-Based Violence

Jean-Francois Joncas gave an overview on how the policy revision was conducted. All three colleges were mandated to review it since it needs to be reviewed every five years. Locally, JF met with Natasha Dionne who is the Sexual Violence Prevention Coordinator to look over the policy and its implementation over the last five years.

A document with comments was prepared and shared with the committee of the three colleges. A first draft of the Policy was developed and presented to the senior management committee. Consultations on the revision will take place until September 24th, 2024. JF also met with the local student bodies who made comments on the real-life implementation of the Policy. They will meet with Bishop's representatives and the Student Success Standing Committee.

A discussion took place on whether the Policy will be adopted locally by the Governing Board. Sue explained that policies and bylaws that belong to the Regional College are adopted by the Board of Governors and the Governing Board is welcome to give feedback. However, at the meeting of February 6th, resolutions were presented with the Bylaws that were being consulted on and these were adopted. Further clarity will be obtained as to whether this was necessary.

f. Techno Pedagogical Annual Report

Sue Meesen presented on this item. She referred the members to the report in the package of documents submitted by the Techno-Pedagogical Counsellor, Jordan Glass. The Techno Ped Committee is a sub committee of the CoS that produces a report every year. The report provides an overview of the AI initiatives that were taken by the committee. The report also provides guidelines for teachers regarding course outlines and about the integration of virtual reality in classrooms.

g. Champlain Lennoxville Foundation update

Phil gave an update on the Foundation operations. In discussions with the president of the Foundation, it has been agreed to bring the foundation under the umbrella of the College, specifically under the Governing Board. He explained that the Foundation will be meeting to vote on its future operations. If the Foundation falls under the responsibility of the GB, a sub committee will likely be formed, and it would be eligible for Ministry funding to hire a part time person to work on fundraising. The one condition the Foundation requested was to maintain the existing funds for specific envelopes.

A question arose about the legal accountability as members of the Governing Board if the Foundation falls under its umbrella. Phil said he would look into this topic and come back with an answer.

7. Constituent College Report

Phil referred the members to the document in the package. Phil mentioned that he got feedback from the Board of Governors regarding the Board Report as they would like the report to be more specific and reflect transparency. Phil asked members if there was any information they would like to be reflected in the Board Report.

Some suggestions were to add more information on the tracking of certificate non-holder and certificate-holder students; more statistics on enrollment and the monitoring of policies and bylaws that were revised.

8. Varia

Myriam Pruneau gave an overview of the Truth and Reconciliation week, and the activities that will take place between September 30 to October 4. She invited the members of the Governing Board to the activities and it was established that a calendar would be shared with the members.

A parent representative asked how the dates of the GB meetings are determined. Sue explained this process. A discussion took place around reflecting about the possibility of changing the hour of the meeting so everyone can arrive on time as some people have expressed time constraints and the requirement to travel from away to the meetings.

Myriam Pruneau reminded the group of the Open House that will take place on October 5th. She invited the group and gave an overview of the event.

9. Date of Next Meeting (Tuesday, November 26, 2024 – C156)

10. Adjournment

Kandy MacKay moved to adjourn the meeting at 5:42pm

The minutes were adopted as presented at the Governing Board meeting on November 26, 2024.

Moved: Myriam Pruneau Seconded: Garnet Smith

Ioanna Villa, Recording Secretary