



GOVERNING BOARD MEETING
2580 College Street, Sherbrooke, QC J1M 2K3
Tuesday, December 17, 2024
4:00 – 6:00 p.m. (Room C-156)

MINUTES

Members Present:

Sebastien Houle (Chair)	Government Appointee, Enterprise
Philip Cooper	Director of Constituent College (interim)
Caroline A. Morrissette	Government Appointee, Enterprise
Myriam Pruneau	Faculty Representative
Jennifer McLeod	Support Staff Representative
Alain Lessard	Faculty Representative
Garnet Smith	Student Representative
Lois Dana	Professional Staff Representative
Camelia van Doorn-Brodeur	Student Representative
Kandy Mackey	Government Appointee, School Board Sector
Éric Richard	Government Appointee, Socio Economic Group
Akesh Gill-Coleman	Parent Representative

Regrets:

Jennifer Palik	Parent Representative
Isabelle Goyette (Vice-Chair)	Government Appointee, University Sector

Also Present:

Suzanne Meesen	Secretary General
Ioanna Villa	Recording Secretary
Antoine Fortin-Veilleux	Dean of Academic Organization & Registrar
Jean-François Joncas	Dean of Student Services
William Laramée	Coordinator, IT Services

AGENDA

1. Announcements
2. Adoption of the Agenda
3. Adoption of Minutes of Previous Meeting
 - a. November 26, 2024
4. Question Period (15 minutes)
5. Business Arising
 - a. Strategic Actions & Student Success Priorities 2024-2025 (Information)
 - b. Survey re: Meeting Times (Information)
 - c. Governing Board Training (Information)
6. New Business
 - a. Proposal to Track Attendance (Resolution)
 - b. Bylaw 6 Proposed Student Fees 2025-2026 (Resolution)
 - c. Commission of Studies Policy Revision (Information)
 - d. French Language Evaluation Guidelines (Information)
7. Constituent College Report
 - a. College News
8. Varia
9. Date of Next Meeting (Tuesday, February 4, 2025 – C156)
10. Adjournment

MINUTES

1. Announcements

Sebastien Houle welcomed members to the meeting and advised that the meeting was being recorded for minute taking purposes.

2. Adoption of the Agenda

Moved: Caroline A. Morrissette Seconded: Jennifer McLeod

There was no call for a vote. Motion carried.

3. Adoption of Minutes of Previous Meeting

a. November 26, 2024

The minutes were adopted as presented.

Moved: Caroline A. Morrissette Seconded: Alain Lessard

There was no call for a vote. Motion carried.

4. Question Period (15 minutes)

A question was raised regarding the legal action against Champlain Regional College.

5. Business Arising

a. Strategic Actions & Student Success Priorities 2024-2025 (Information)

Phil Cooper referred members to the document in the package. He gave highlights on the orientations and strategies that the college will focus on this year. A teacher representative recommended that the committee that worked on the document be given credit and to add additional context of its creation.

A discussion took place on how the plan will be implemented, on how Champlain Regional College could provide more guidance, the number of key indicators, the accommodations for students with particular needs and specific actions to support indigenous students.

b. Survey re: Meeting Times (Information)

Sue Meesen thanked the members who responded to the survey and presented the results. Based on the results, it was decided that the 4p.m. meeting time would be maintained.

c. Governing Board Training (Information)

Phil Cooper informed members that there will be a training for all board members at the three colleges. The current tentative date for the training is January 17th. Further information will be sent when available.

6. New Business

a. Proposal to Track Attendance (Resolution)

Phil explained that attendance at the Cégep level has been low since the pandemic. Since there is no data to address the issue, the college would like to take action regarding the attendance situation, which is a factor in student success. The resulting data would promote student attendance and aid in the tracking of excused absences.

A discussion took place around topics like the avenue taken to ensure that faculty takes attendance, the correlation of attendance with the indicators, the Léa system, qualitative information linked to the lack of attendance, and the role of the Governing Board on this matter.

According to the Governing Board, such a resolution seems more of a management issue than a Board issue. The Governing Board may suggest that the plan be followed, but the way it is written—requesting that all teachers take attendance—might not be a wise strategic move. Therefore, there was a call to withdraw the resolution.

Resolution: Proposal to Take Student Attendance and Record Absences in Léa

WHEREAS the Student Success Standing Committee at Champlain College Lennoxville discussed the important role that student attendance plays in ensuring student success; and

WHEREAS the Student Success Standing Committee proposes that attendance be taken by all teachers at the College and absences recorded in Léa for the purpose of analysis in support of student success measures; and

WHEREAS the Commission of Studies recommended the Student Success Standing Committee's proposal at its meeting held on December 5, 2024;

BE IT THEREFORE RESOLVED that the Governing Board adopt the proposal that all teachers take attendance and record absences in Léa for implementation in the Winter 2025 semester.

Moved: Jennifer McLeod

Seconded: Éric Richard

Move to withdraw the Resolution: Jennifer McLeod

Seconded: Myriam Pruneau

There was no call for a vote. Motion withdrawn.

b. Bylaw 6 Proposed Student Fees 2025-2026 (Resolution)

Phil presented the increase of 3% of the student fees for implementation for fall 2025.

Resolution.: LEN-2024-117

Resolution: Bylaw 6 Proposed Student Fees 2025-2026

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 2025 semester are being requested:

Appendix 1 Board of Governors Approved Student Fees

Description of Fees	Fee in Canadian Dollars (\$)		
	Lennoxville	St. Lambert	St. Lawrence
3.01 Application Fees			
• Full-time Students by Program:			
▪ Pre-university Programs	SRAM ¹ . Rates	30	30
▪ Technical Programs	SRAM Rates	30	30
▪ Continuing Education	30	30	30
• Part-time Students All Programs	SRAM Rates	30	30
3.02 Fees Charged to all Students per Semester			
• Full-time Students:			
▪ Registration Fees	20	20	20
▪ Fees for Services Related to Studies	25	25	25
▪ Auxiliary Service Fees	452(155)	145	175
▪ Auxiliary Service Fees – Unique services provided by Bishop’s University	48(50)	n/a	n/a
Total	245(250)	190	220
• Part-time Students: (per course)			
▪ Registration Fees	5	5	5
▪ Fees Services Related to Studies	6	6	6
▪ Auxiliary Service Fees	39(40)	32	39
▪ Auxiliary Service Fees – Services provided by Bishop’s University	13	n/a	n/a
Total	63(64)	43	50
3.03 Other Admissions Related Fees			
• English Proficiency Assessment	n/a	n/a	35

d. French Language Evaluation Guidelines (Information)

Phil referred the members to the document that outlines how teachers will evaluate courses and programs delivered in French. These guidelines will be adjusted as the situation evolves.

A professional representative expressed her concern on the pedagogical tools provided by teachers in English to support students and assure fairness and equal opportunities of student success.

Lois Dana shared that she has been having conversation with the current and potential Indigenous students and there is a concern that students won't be attending Cégep given the challenges imposed by Law 14. There is a particular risk of losing students from Indigenous communities where the main language is English.

A discussion took place around the resources available to students and teachers to support the implementation of Law 14.

7. Constituent College Report

8. Academic News

a. Network News

In January, a hiring process will take place to select the new DCC. The hiring committee will include one Governing Board member. Because it will be local, the procedure will be simpler than the one for hiring the DG.

b. College News

9. Varia

10. Date of Next Meeting (Tuesday, February 4 – C156)

11. Adjournment

Kandy Mackey moved to adjourn the meeting at 5:38 p.m.

The minutes were adopted as presented at the Governing Board meeting on March 18, 2025.

Moved: Myriam Pruneau

Seconded: Alain Lessard

Tina Gjertsen, Recording Secretary