



**GOVERNING BOARD MEETING**

2580 College Street, Sherbrooke, QC J1M 2K3

Tuesday, February 17, 2026

4:00 – 6:00 p.m. (Room C-156)

**MINUTES**

**MEMBERS PRESENT:**

Philip Cooper	Director of Constituent College
Sébastien Houle (Chair)	Government Appointee, Enterprise
Caroline A. Morrissette (Vice-Chair)	Government Appointee, Enterprise
Isabelle Goyette	Government Appointee, University Sector
Éric Richard	Government Appointee, Socio Economic Group
Jennifer Palik	Parent Representative
Martin Wiedenhoff	Parent Representative
Alain Lessard	Faculty Representative
Myriam Pruneau	Faculty Representative
Lois Dana	Professional Staff Representative
Judith Brady	Support Staff Representative

**REGRETS:**

Kandy Mackey	Government Appointee, School Board Sector
Sophie Côté	Student Representative
Shamim Hussaini	Student Representative

**ALSO PRESENT:**

Suzanne Meesen	Secretary General
Tina Gjertsen	Recording Secretary
William Laramée	Coordinator, IT and Material Resources
Roya Abouzia	Director, Corporate Affairs and Communications, CRC
Sandra Banerjee	Coordinator, Human Resources

AGENDA

1. Announcements
2. Adoption of the Agenda
3. Adoption of Minutes of the Previous Meeting
  - a. December 16, 2025
4. Question Period (15 minutes)
5. Business Arising
  - a. Computer Science Technology 420.B0 Revision Implementation Plan (Resolution)
  - b. Administration and Management Technology 410.G0 Revision Implementation Plan (Resolution)
6. New Business
  - a. Academic Calendar 2026-2027 (Resolution)
  - b. Provisional Capital Budget 2026-2027 (Resolution)
  - c. Request to Access Surplus from Capital Budgets (Resolution)
  - d. Student Success Development Plan (Resolution)
  - e. Sustainability Enrichment Option (Information)
7. Constituent College Report
  - a. College News
    - i) Overview of Academic Programs
    - ii) Update on College Policies
    - iii) Foundation
    - iv) Board Training
8. Varia
9. Date of Next Meeting (March 31, 2026 – C156)
10. Adjournment

**MINUTES**

## 1. Announcements

Sébastien Houle welcomed everyone to the meeting.

## 2. Adoption of the Agenda

The agenda was adopted as presented.

Moved: Myriam Pruneau Seconded: Alain Lessard

There was no call for a vote. Motion carried.

## 3. Adoption of Minutes of the Previous Meeting

## a. December 16, 2025

The minutes were adopted as presented.

Moved: Alain Lessard Seconded: Myriam Pruneau

There was no call for a vote. Motion carried.

## 4. Question Period (15 minutes)

A question was asked regarding applying for student residences, and it was answered by Philip Cooper.

## 5. Business Arising

## a. Computer Science Technology 420.B0 Revision Implementation Plan (Resolution)

Sue Meesen presented the CST revision implementation plan, giving a brief overview of the history of the revision and outlining the plan to implement it.

There was a question about the release time of coordinators for working on implementation plans. It was explained that there is release time for this, although less than that given for program revisions.

**Resolution LEN-2025-139:****420.B0 Computer Science Technology (CST) Program Revision Implementation Plan**

**WHEREAS** the Governing Board adopted the revised 420.B0 Computer Science Technology (CST) Program on December 16, 2025 (Resolution: LEN-2025-134); and

**WHEREAS** in accordance with the Institutional Policy on the Management of Academic Programs (IPMAP), an implementation plan has now been developed in consultation with College Administration; and

**WHEREAS** the CST Program has endorsed the implementation plan; and

**WHEREAS** the Commission of Studies discussed and recommended the implementation plan to the Governing Board at its meeting held on February 5, 2026;

**BE IT THEREFORE RESOLVED** that the Governing Board approve the 420.B0 Computer Science Technology Program revision implementation plan.

Moved: Lois Dana      Seconded: Myriam Pruneau

There was no call for a vote. Motion carried.

- b. Administration and Management Technology 410.G0 Revision Implementation Plan (Resolution)

Alain Lessard presented the AMT revision implementation plan, explaining the history of the revision and outlining the plan to implement it. He noted that this revision was required by the ministry. Highlights of the plan included the impact of Bring-Your-Own-Device policy and Law 14 on the students in the program, as well as the renegotiation of the DEC-BAC agreements.

Some discussion took place the progress on the DEC-BAC agreements, and the future entrepreneurship enrichment option.

**Resolution LEN-2025-140:**

**410.G0 Administration and Management Technology (AMT) Program Revision Implementation Plan**

**WHEREAS** the Governing Board adopted the revised 410.G0 Administration and Management Technology Program on December 16, 2025 (Resolution: LEN-025-135); and

**WHEREAS** in accordance with the Institutional Policy on the Management of Academic Programs (IPMAP), an implementation plan has now been developed in consultation with College Administration; and

**WHEREAS** the AMT Program has endorsed the implementation plan; and

**WHEREAS** the Commission of Studies discussed and recommended the implementation plan to the Governing Board at its meeting held on February 5, 2026;

**BE IT THEREFORE RESOLVED** that the Governing Board approve the 410.G0 Administration and Management Program revision implementation plan.

Moved: Myriam Pruneau      Seconded: Jennifer Palik

There was no call for a vote. Motion carried.

6. New Business

- a. Academic Calendar 2026-2027 (Resolution)

Philip presented this item. He spoke about the number of days required by the ministry, reading weeks, holidays, and make-up days.

A discussion took place around the College's contingency plans for study/make-up days, the ministry's legal requirements pertaining to the academic calendar, and the second drop deadline and its impact on students and retention.

**Resolution LEN-2025-141:****Academic Calendar 2026-2027**

WHEREAS Ministerial regulations require all Colleges to develop an annual academic calendar that respects legal requirements, and following its adoption, must be deposited with the Ministry of Higher Education; and

WHEREAS in accordance with the Policy on the Commission of Studies, the annual academic calendar must be consulted on by the Commission of Studies prior to its adoption by the Governing Board; and

WHEREAS consultation with relevant College bodies was carried out in the development of the 2026-2027 calendar; and

WHEREAS the Champlain College Lennoxville calendar for the coming academic year is in conformity with the requirements set out in the *Réglement sur le régime des études collégiales* (RREC); and

WHEREAS the Commission of Studies has recommended the 2026-2027 Academic Calendar to the Governing Board;

BE IT THEREFORE RESOLVED THAT the Governing Board approve the attached 2026-2027 Academic Calendar.

Moved: Alain Lessard                      Seconded: Éric Richard

There was no call for a vote. Motion carried.

b. Provisional Capital Budget 2026-2027 (Resolution)

William Laramée presented the proposed provisional capital budget and explained the elements in the budget document provided, including new equipment being purchased for various departments, and details of the renovations planned for residences.

**Resolution LEN-2025-142:****Champlain Lennoxville Provisional Capital Budget 2026-2027**

WHEREAS Champlain Regional College has received an unofficial allocation for the capital budget from the Ministry; and

WHEREAS the Ministry has changed the yearly cycle so that capital budgets now begin on April 1<sup>st</sup> and end on March 31<sup>st</sup>; and

WHEREAS Champlain Lennoxville has prepared the Annual Capital Budget respecting the regulations and budgetary policies as set forth by the *Ministère de l'Enseignement supérieur*; and

WHEREAS the total 2026-2027 Provisional Capital Budget, including the Ministry allocations for immovable and movable assets and other revenues, totals **\$1 122 830** with planned expenses of **\$1 122 830**;

**BE IT THEREFORE RESOLVED** that the Champlain Lennoxville Governing Board adopts the 2026-2027 Provisional Capital Budget as presented.

**BE IT THEREFORE RESOLVED** that the Governing Board recommends to the Board of Governors that the Champlain Lennoxville Provisional Capital budget be integrated into the Champlain Regional College 2026-2027 Provisional Capital Budget.

Moved: Martin Wiedenhoff    Seconded: Jennifer Palik

There was no call for a vote. Motion carried.

c. Request to Access Surplus from Capital Budgets (Resolution)

William Laramée explained the rationale for this request, in that the College must inform the Ministry that surplus funds are allocated. He provided an overview of the expenses listed in the resolution.

A question was asked about how the list of expenses was created. William explained that this was developed by himself and Carolyn Zhao, Coordinator of Administrative Services.

Lois Dana reminded the board about the lobby and third floor redesign project which began in 2024, but which seems to have halted. She highlighted the importance of creating more welcoming and functional spaces for students and recommended that the work continue with the involvement of the Coordinator of Material Resources.

Another member emphasized the importance of ensuring that the budget the board is tasked to approve aligns with our strategic plan. A discussion ensued surrounding the background information the Governing Board should be provided with before approving budgets. Many agreed that it would be advantageous to receive an explanation of the process for arriving at lists of expenses, as well as which strategic orientation(s) each expense corresponds to. It was also stressed during this discussion that the College has a deadline by which we must inform the ministry that we are securing the surplus funds. A few proposals were made, including approving the resolution conditionally, and approving a modified resolution.

**Motion: Amendment to the Current Resolution**

Moved: Alain Lessard    Seconded: None

Motion not carried.

**Motion: Table the Resolution**

Along with this motion, it was agreed that a revised resolution would be drafted, followed by a short consultation period. An online vote would then be carried out before the end of the month.

Moved: Myriam Pruneau    Seconded: Martin Wiedenhoff

There was no call for a vote. Motion carried.

**Resolution: Access to Surplus Funds – Champlain Lennoxville**

WHEREAS the management of capital funds is subject to strict regulations established by the *Ministère de l'Enseignement Supérieur* (MES) which limit the optimal use of available funds; and

WHEREAS to fulfill its mission, Champlain Lennoxville must remain agile and able to respond efficiently to emerging and specific institutional needs; and

WHEREAS Champlain Lennoxville seeks to demonstrate the responsible, transparent, and effective use of its accumulated surplus to address these needs; and

WHEREAS Champlain Lennoxville’s unallocated portion of the College’s accumulated surplus amounts to \$1,850,500.00; and

WHEREAS Champlain Lennoxville has developed a comprehensive plan for the use of these funds to be expended before the end of the 2029-2030 financial year, as outlined below:

<b>Capital Expenditures Surplus</b>	
<b>Description</b>	<b>Amount</b>
IT Equipment Various Capital Expenses	\$ 120,000.00
College Material Services Various Capital Expenses	\$ 120,000.00
Immobilier Champlain Building	\$ 17,000.00
Residence Workshop	\$ 200,000.00
Residence Renos and Repairs	\$ 499,000.00
Classroom Modernization	\$ 240,000.00
Residence Adapted apartment	\$ 335,500.00
Replacement of Furnitures at Residence	\$ 184,000.00
Bike Shelter and Parking for Truck at Champlain Building	\$ 50,000.00
Continuing Education	\$ 25,000.00
Classroom Furnishings	\$ 25,000.00
Science Lab equipment	\$ 35,000.00
<b>Grand Total</b>	<b>\$ 1,850,500.00</b>

BE IT THEREFORE RESOLVED that the Governing Board recommend that the Board of Governors authorize access from Champlain Lennoxville’s portion of the College’s accumulated surplus in the amount of \$1,850,500.00 to cover the capital expenses described herein.

Moved: Alain Lessard                      Seconded: Martin Wiedenhoff  
*Motion tabled.*

d. Student Success Development Plan (Resolution)

Sue Meesen presented this item and outlined the work plan to be undertaken by the Student Success Plan Working Group over the next year, with the new Student Success Plan to be brought to the Governing Board in May 2027. The new plan is meant to be

implemented in Fall 2027, valid through Winter 2030, which will align with the timing of the strategic plan.

**Resolution LEN-2025-144:**

**Workplan to Develop the New Student Success Plan (2027-2030)**

**WHEREAS** Article 51 of the General and Vocational Colleges Act (Chapter II) and Article 7 of Bylaw 1 each require that the Governing Board of the Constituent College develop a student success plan for inclusion in the strategic plan; and

**WHEREAS** Champlain Lennoxville's five-year success plan was initially adopted on May 25, 2021 by the Governing Board (Resolution LEN-2020-029), and further revised in February 2022 (Resolution LEN-2020-050) for implementation in Fall 2022; and

**WHEREAS** the Success Plan will expire in the Fall 2027 semester; and

**WHEREAS** a workplan to create the new success plan has been developed, outlining a description of the tasks to be completed, roles and responsibilities, and a timeline; and

**WHEREAS** the workplan was endorsed by the Student Success Standing Committee at its meeting held on November 20, 2025; and

**WHEREAS** the workplan was recommended by the Commission of Studies at its meeting held on December 4, 2025;

**BE IT RESOLVED THAT** the Governing Board adopt the workplan to develop the new Student Success Plan, with the work to be completed by May 2027.

Moved: Judith Brady Seconded: Myriam Pruneau

There was no call for a vote. Motion carried.

e. Sustainability Enrichment Option (Information)

Philip gave an overview of the existing enrichment options at the College and explained their format. He mentioned that there is a significant amount of interest amongst students on the subject of sustainability. This enrichment option will be formally brought to our next meeting for adoption.

7. Constituent College Report

a. College News

i) Overview of Academic Programs

*Item tabled.*

ii) Update on College Policies

Roya Abouzia explained her role in relation to institutional development and quality assurance. She explained that part of her responsibility is to implement a cycle in which documents are updated in a timely manner, ensuring sound governance, compliance, and risk management. She expressed thanks to the constituent colleges and their

teams for providing the documents she recently requested, so that a team can map out revision plans. The administrative unit has hired a consultant to work on this along with their own analyst. Roya also gave an overview of the phases of the process outlined in the document provided.

iii) Foundation

Philip explained that the College will be examining the foundation structure of CEGEP de Lanaudière at an upcoming meeting, and that efforts are ongoing on this project.

iv) Board Training

It was announced that a potential trainer has been identified, who can offer a workshop and other resources, if our local members are still interested. Training will take place through a special meeting, likely lasting about 3 hours. Philip asked for agreement from members and there were no objections.

8. Varia

9. Date of Next Meeting (March 31, 2026 – C156)

10. Adjournment

Martin Wiedenhoff moved to adjourn the meeting at 6:06 p.m.

The minutes were adopted as presented at the Governing Board meeting on March 31, 2026.

Moved: Judith Brady    Seconded: Philip Cooper

Tina Gjertsen, Recording Secretary