Meeting of the Governing Board

Tuesday, June 9, 2026
4:00 – 6:00 p.m. (Room C-156)

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
Kandy Mackey	Government Appointee, School Board Sector
Martin Wiedenhoff	Parent
Murray Johnston	Faculty
Lois Dana	Professional Employee
Judith Brady	Support Staff

REGRETS

Jennifer Palik	Parent
Alain Lessard	Faculty
Sophie Côté	Student
Shamim Hussaini	Student

ALSO PRESENT

Suzanne Meesen	Secretary General
Tina Gjertsen	Recording Secretary
Vincent Lafrance	Presenter, Visual Arts Program
Brandon Moores	Presenter, Sustainability Enrichment Option
Carolyn Zhao	Presenter, Administrative Services

Quorum attained with **10 of 16** sitting members present.

AGENDA

1. Announcements
2. Adoption of the Agenda
3. Adoption of Minutes of the Previous Meeting
   a. March 31, 2026
4. Question Period
5. Business Arising
   a. Visual Arts Program Evaluation and Action Plan (Resolution)
   b. Sustainability Enrichment Option (Resolution)
   c. IPESA Evaluation Plan (Resolution)
   d. Initial Operating Budgets 2026-2027
      i. Lennoxville Constituent College (Resolution)
      ii. Champlain Regional College (Information)
      iii. Administrative Services Budget (Resolution)
6. New Business
   a. Election of Chair & Vice-Chair 2025-2026 (Resolution)
   b. Governing Board Member Mandates (Information)
   c. Science, Computer Science & Math Program (Information)
   d. Foundation Update (Information)
   e. Board Training (Information)
7. Constituent College Report
   a. College News
      i) Admissions Update
8. Varia
9. Date of Next Meeting (TBA – Fall 2026)
10. Adjournment

MINUTES

1. Announcements

Sébastien Houle welcomed all members including those joining the meeting online. He introduced new member, Murray Johnston, who was elected following the resignation of Myriam Pruneau, and welcomed guest presenters, Brandon Moores, Vincent Lafrance, and Carolyn Zhao.

2. Adoption of the Agenda

The agenda was adopted with an addition to 5d: iii. Administrative Services Budget.

Moved by	Judith Brady
Seconded by	Caroline Morrissette

Motion carried by unanimous consent.

3. Adoption of Minutes of the Previous Meeting

a. March 31, 2026

The minutes were adopted with a correction.

Moved by	Lois Dana
Seconded by	Isabelle Goyette

Motion carried by unanimous consent.

4. Question Period

There was a question about the capital budget, and Philip Cooper answered that updates would be available early in the next academic year.

5. Business Arising

a. Visual Arts Program Evaluation and Action Plan (Resolution)

Vincent Lafrance outlined the program evaluation process which had taken place over the past year. He highlighted the members of the evaluation team, the evaluation methods used, and the resulting need for a minor program revision which became apparent following the evaluation. Vincent also expressed the hope to serve as an example for other programs undergoing an evaluation in the future.

A short discussion took place around spaces shared with Bishop's University and inclusivity for all students. A request was made for more details concerning the prioritization of budget items.

Next steps: *Program Revision to be undertaken in 2026-2027.*

RESOLUTION LEN-2025-145
VISUAL ARTS (510.A0) PROGRAM EVALUATION REPORT AND ACTION PLAN

WHEREAS Champlain College Lennoxville adopted its new *Institutional Policy on the Management of Academic Programs (IPMAP)* in May 2023 (Resolution LEN-2022-075); and

WHEREAS the 510.A0 Visual Arts program carried out a program evaluation in the 2025-2026 school year; and

WHEREAS the 510.A0 Visual Arts program was evaluated in accordance with the provisions of Article 5 of the IPMAP; and

WHEREAS a final report and action plan have been developed and approved by the Visual Arts Program Committee and Dean; and

WHEREAS the Commission of Studies recommended the final report and action plan to the Governing Board at its meeting held on May 13, 2026;

BE IT THEREFORE RESOLVED that the Governing Board adopt the 510.A0 Visual Arts program evaluation report and action plan.

BE IT THEREFORE RESOLVED that the Governing Board transmit this resolution to the Board of Governors and to the Audit Committee for their information and attention, in a spirit of supporting the transparency and accountability set out in the Preamble to Bylaw 1.

Moved by Philip Cooper
Seconded by Judith Brady
Motion carried by unanimous consent.

b. Sustainability Enrichment Option (Resolution)

Brandon Moores presented the new enrichment option, mentioning that it had been in the works for about one year. Team members included Yotam Baum and Lindsey Jackson who helped to provide structure to the enrichment option. The option will be launched in Fall 2026 and will take students three to four semesters to complete.

A short discussion took place around local projects versus global projects, as well as the potential links with the new course entitled '*Land-Based Learning*'.

RESOLUTION LEN-2025-146
SUSTAINABILITY ENRICHMENT OPTION

WHEREAS the Sustainability Enrichment Option was first discussed at the Commission of Studies in Winter 2025; and

WHEREAS the proposal was further discussed at the February 5 and March 19, 2026 Commission of Studies meetings and feedback received from those meetings has been integrated into the proposal; and

WHEREAS the Commission of Studies recommended the Sustainability Option to the Governing Board at its meeting held on May 13, 2026;

BE IT RESOLVED that the Governing Board adopt the Sustainability Enrichment Option for implementation in Fall 2026.

Moved by Murray Johnston
Seconded by Lois Dana
Motion carried by unanimous consent.

c. IPESA Evaluation Plan (Resolution)

Sue Meesen presented the IPESA evaluation plan, providing a summary of the recent history of the policy and the obligation to evaluate it after five years. She mentioned that this will be the first time we will be evaluating this policy as a constituent college, as it used to be the responsibility of the regional college. Sue informed the board that although the CEEC had been abolished, they did leave colleges with tools for this type of process, which we can use for this evaluation plan. This may result in small adjustments to the evaluation plan.

RESOLUTION LEN-2025-147
IPESA EVALUATION PLAN

WHEREAS Champlain College Lennoxville is obliged by Section 7 of the *Institutional Policy on the Evaluation of Student Achievement* (IPESA) to conduct an evaluation of the quality and implementation of the Policy; and

WHEREAS the office of the Director of Constituent College in collaboration with the Academic Management Team has prepared an evaluation plan based on the criteria set forth in Articles 7.2.1 and 7.2.2 of the IPESA; and

WHEREAS the Commission of Studies revised the Evaluation Plan and recommended it to the Governing Board at its meeting held on May 13, 2026;

BE IT THEREFORE RESOLVED that the Governing Board adopt the IPESA Evaluation Plan to be implemented during the 2026-2027 school year.

Moved by Isabelle Goyette
Seconded by Philip Cooper
Motion carried by unanimous consent.

d. Initial Operating Budgets 2026-2027

i. Lennoxville Constituent College (Resolution)

Carolyn Zhao presented the initial operating budget for 2026-2027, showing a comparison with the 2025-2026 budget. She gave a detailed overview of revenues and expenses, explaining any significant changes for the next academic year.

A few questions arose concerning the source of donations, how expenses are split between the three constituent colleges, and developments within the Continuing Education department.

A correction to the budget document was requested: '*Self-funded*', not '*self-financed*'.

RESOLUTION LEN-2025-148
2026-2027 CHAMPLAIN LENNOXVILLE INITIAL OPERATING BUDGET

WHEREAS under Bylaw 5, Article 3.2 each Governing Board shall adopt its Constituent College budget and forward it to the Board of Governors; and

WHEREAS the Ministry has shared the initial 2026-2027 allocations with possible future adjustments; and

WHEREAS a balanced operating budget has subsequently been prepared for a value of $21,221,731; and

WHEREAS the budget presented respects the *Régime budgétaire* and the regulations as set forth by the *Ministère de l'Enseignement supérieur*;

BE IT THEREFORE RESOLVED that the Champlain Lennoxville Governing Board adopt the initial 2026-2027 operating budget as presented; and

BE IT FURTHER RESOLVED that upon its adoption; the initial operating budget shall be forwarded to the Board of Governors.

Moved by	Caroline Morrissette
Seconded by	Isabelle Goyette

Motion carried by majority vote.

Philip recognized Carolyn for her hard work and announced her upcoming departure from the College at the end of the week.

ii. Champlain Regional College (Information)

Philip Cooper referred to the document in the package, mentioning that representatives from Champlain Regional College (Administrative Services) chose not to attend this meeting to present their consolidated operating budget. He stated that the reasons for this decision were unclear. Several members expressed their disappointment with this decision and Philip agreed to forward their feedback to the Board of Governors.

iii. Administrative Services (Resolution)

Philip Cooper explained that Bylaw 5 specifies that each Governing Board should have the opportunity to share their opinions with the regional college concerning the Administrative Services unit budget. Since the regional college refused to share the Administrative Services budget with the Lennoxville Governing Board this year, it was proposed that this be formally addressed with the regional college.

A member expressed that this lack of transparency is opposite of what the unions at the constituent colleges are asking for.

RESOLUTION LEN-2025-149
PROVISION OF THE ADMINISTRATIVE SERVICES BUDGET FOR THE GOVERNING BOARD'S OPINION

WHEREAS Article 2.2 of Bylaw 5 provides that the Governing Board of each College gives its opinion on Administrative Services' budgets, and Article 3.2.1 provides that each Governing Board shall adopt its College's budgets and provide an opinion on Administrative Services' budgets;

WHEREAS the Administrative Services budget and the consolidated budget of the Regional College are distinct documents, the consolidated budget being an aggregate prepared under Article 3.1.3 of Bylaw 5 into which the Administrative Services budget is only one input;

WHEREAS the bylaws contemplate that the Administrative Services budget is disclosed as a distinct, identifiable budget — Bylaw 1, Article 4.9(d) requiring budgets to be presented "identifying each College's and Administrative Services' specific budgets," and Bylaw 5, Articles 3.1.2 and 1.5.6 treating the Administrative Services budget as a separate object;

WHEREAS, for the 2026-2027 fiscal year, the budget provided for the purpose of the Governing Board's opinion was the consolidated budget of the Regional College, within which the budget of each unit, including Administrative Services, is not separately identified, with the result that the Administrative Services budget was not available to the Governing Board as a distinct document on which to form its opinion under Articles 2.2 and 3.2.1 of Bylaw 5;

WHEREAS the Audit Committee oversees the system of internal controls and the financial reporting process under Bylaw 5, Article 2.3 and Bylaw 1, Article 5.2.5.1, and the Board of Governors holds the responsibility for approval of the budgets;

BE IT THEREFORE RESOLVED that the Governing Board affirms its right under Articles 2.2 and 3.2.1 of Bylaw 5 to provide its opinion on the Administrative Services budget, and notes that this right can be exercised meaningfully only where that budget is made available as a distinct, identifiable document;

BE IT FURTHER RESOLVED that the Governing Board respectfully requests that, in future budget cycles, the Administrative Services budget be provided to the Governing Boards as a distinct document, in sufficient detail and with sufficient time to allow each Governing Board to form and record its opinion before that opinion is sought;

BE IT FURTHER RESOLVED that the Governing Board transmit this resolution to the Board of Governors and to the Audit Committee for their information and attention,

in a spirit of supporting the transparency and accountability set out in the Preamble to Bylaw 1.

Moved by	Judith Brady
Seconded by	Caroline Morrissette

Motion carried by majority vote.

6. New Business

a. Election of Chair & Vice-Chair 2025-2026 (Resolution)

Before the elections began, Sue Meesen gave an overview of the current members on the Governing Board, whose mandates were ending, whose mandates were continuing, and which members were eligible for the positions of Chair and Vice-Chair.

RESOLUTION LEN-2025-150
ELECTION OF CHAIR

Reference: Bylaw 1, Article 4.3

In accordance with Article 14 of the Act, the Board elects annually, at the last regular Board meeting of the financial year, a Chair. Only external governors are eligible for this position.

Eligible members include:

- Ministerial appointees (6.1)
- Elected Parent Representatives (6.1)

Name Proposed	Moved by:	Seconded by:	Accepted:
Sébastien Houle	Lois Dana	Martin Wiedenhoff	☒ Yes ☐ No

Call for further nominations:

Further nominations were called for three times:

☒ Are there any other nominations?
☒ Are there any other nominations?
☒ Are there any other nominations?

Closing of nominations:

Being no further nominations, it was moved by Sue Meesen to close nominations.
An election was: ☐ held. ☒ not held.

Declaration of election:

Sébastien Houle was declared Chairperson by ☒ acclamation. ☐ majority vote.

RESOLUTION LEN-2025-151
ELECTION OF VICE-CHAIR

Reference: Bylaw 1, Article 4.4

The Board elects annually, at the last regular Board meeting of the financial year, a Vice-Chair. Only external Governors are eligible for this position.

Eligible members include:

- Ministerial appointees (6.1)
- Elected Parent Representatives (6.1)

Name Proposed	Moved by:	Seconded by:	Accepted:
Caroline Morrissette	Isabelle Goyette	Martin Wiedenhoff	☒ Yes ☐ No

Call for further nominations:

Further nominations were called for three times:

☒ Are there any other nominations?
☒ Are there any other nominations?
☒ Are there any other nominations?

Closing of nominations:

Being no further nominations, it was moved by Sue Meesen to close nominations.
An election was: ☐ held. ☒ not held.

Declaration of election:

Caroline Morrissette was declared Vice-Chairperson by ☒ acclamation. ☐ majority vote.

b. Governing Board Member Mandates (Information)

A summary of members' mandates was given in item 6.a.

c. Science, Computer Science & Math Program (Information)

Philip Cooper gave some background information on this pre-university program which the College is exploring offering again after putting it on hold some time ago. Both the Computer Science (CST) and Science programs have been consulted, and both are on board with the plan to offer it again. Students were also polled and there is interest. Although there is some concern from smaller programs which struggle with enrolment, this program would likely only impact enrolment in the Science program which consistently has very high enrolment.

Next steps: *A broader consultation will take place next year and the item will be discussed with the Governing Board several times before a final decision is made.*

d. Foundation Update (Information)

Philip shared that funding is being disbursed from the temporary foundation for items which have been approved in the past. There is still a need to more permanently establish the board, to make available a donation platform, and to hire a director for the Foundations of all three constituent colleges. Funding from the ministry will also be available. Once a resolution is passed, a workplan will be available, and the College hopes to put in place some additional interim measures so that projects can still be funded.

e. Board Training (Information)

Philip Cooper mentioned that feedback on the training session in April was positive, much more so than the training provided the previous year. To ease the reading burden before meetings, he explained that we do plan to provide executive summaries for particularly long documents. Roya Abouzia is looking into further training for the board.

Sue Meesen mentioned the governance community of practice she will be sitting on which may also prove helpful to the board.

7. Constituent College Report

a. College News

i. Admissions Update

Philip Cooper shared an enrolment update on behalf of the Registrar's office. The current enrolment for Fall 2026 is 1398, compared with 1397 last Fall. This number is expected to drop to around 1260, which is our cap for next year. There has been a small decrease in Liberal Arts, as well as Computer Science Technology (CST), and an increase in Nursing, Arts, Literature and Communication (ALC), and Science. Philip mentioned that programs whose numbers have dropped can work with Cindy Pratte on recruitment efforts.

As mentioned before, Carolyn Zhao is leaving her position as Administrative Services Coordinator, and the College is actively recruiting for this position.

A new Harassment Prevention Policy is being drafted. The Harassment Prevention Policy has not been presented to the Governing Boards of the constituent colleges, however in the coming days a draft will be shared. Feedback can also be shared with Philip.

A carbon footprint analysis may be done at Champlain Lennoxville, and we may connect with Université de Sherbrooke about having a student conduct it rather than a company.

Our graduation ceremonies took place yesterday and were a great success.

As a reminder, the Vice-Chair and Chair of the Board of Governors recently resigned. A new Chair has been elected. Follow up meetings with unions have taken place.

A short discussion ensued around transparency and our ability to work as a Governing Board without always being aware of the activities of the Board of Governors.

8. Varia

Sébastien shared his concerns about Law 14, wondering if Anglophone cégeps are putting pressure on the Ministry. Philip mentioned that all Anglophone cégeps work together to share concerns with one other and agreed that we share his concerns. Sébastien suggested inviting a political candidate to meet with us to better understand the reality of the College. Isabelle mentioned if we do something like this, we should invite a member from each party. This responsibility may fall more under the regional college.

Tina Gjertsen read a written parting message from Kandy Mackey, who had been attending via Teams but had to leave early.

Philip shared that we are moving toward one or two meeting surveys per year rather than a survey after every meeting. As such, an end-of-year survey will be coming soon. This survey will also include an evaluation of our Chair, as per ministry recommendations.

9. Date of Next Meeting (TBA – Fall 2026)

10. Adjournment

It was moved to adjourn the meeting at 5:59 p.m.

Moved by	Isabelle Goyette
Seconded by	Lois Dana

SUMMARY OF KEY DECISIONS AND ACTIONS TAKEN	
Item	**Key Decision or Action**
Visual Arts Program Evaluation and Action Plan	Adopted by the Governing Board
Sustainability Enrichment Option	Adopted by the Governing Board
IPESA Evaluation Plan	Adopted by the Governing Board
Lennoxville Initial Operating Budget	Adopted by the Governing Board
Provision of the Administrative Services Budget for the Governing Board's Opinion	Adopted by the Governing Board
Election of Chair and Vice-Chair	Adopted by the Governing Board

The minutes were approved as presented at the Governing Board meeting on October 6, 2026.
Moved: Philip Cooper Seconded: Murray Johnston

Tina Gjertsen, Recording Secretary