



**OFFICIAL MINUTES
REGULAR MEETING OF THE GOVERNING BOARD
2021-2022
November 15, 2021 at 6:00 p.m. ZOOM**

MEMBERS PRESENT: Donald Shewan Dawn Smith
Jaswinder Sehota Vince Amato
Louis Zargi Suzy Cooper
Geneviève Bourgoing Michael Newton
Christine Kerr Elham Ghobadi
Richard Fontaine

REGRETS: Jean-Robert Lessard Moira Paterson
Shania Dalilli Wadii Karfali
Jean-Charles Dumont

ALSO PRESENT: Malcolm Harper, Maria Bologna, Nicole Haché, Anthony Singelis, Paul Conway, Odette Côté, Frédéric Boisrond, Carla Carpio

The Governing Board meeting is being held via ZOOM in order to comply with governmental recommendations regarding the ongoing COVID 19 pandemic.

The meeting was called to order at 6:10 p.m. It was presided by Dawn Smith, Chairperson of the Governing Board at Champlain College Saint-Lambert.

1) Approval of Agenda

The following agenda was proposed.

1. Approval of agenda
2. Approval of minutes of the meeting of October 4, 2021
3. Business arising from the minutes of October 4, 2021
4. Public question period
5. Priorities 2021-2022 (Presentation by CRC Director General)
6. Financial results 2020-2021
Resolution No.: LAM-2021-003
7. Access to surplus for repair and maintenance of the Parking Lot
Resolution No.: LAM-2021-004
8. Proposed Revision to Resolution No.: LAM-2020-010

Resolution No.: LAM-2021-005

9. Approval of development priorities for the College Strategic Plan
10. Varia
11. Adjournment

It was **MOVED** by Vince Amato and **SECONDED** by Michael Newton that the agenda be approved as **modified** (agenda item #9 moved to agenda item #6 and the addition of agenda item “Governing Board documentation in Omnivox” under Varia as per Christine Kerr’s request.

MOTION CARRIED UNANIMOUSLY.

2) Approval of minutes of the meeting of October 4, 2021

It was **MOVED** by Genevieve Bourgoing and **SECONDED** by Michael Newton to adopt the minutes of the regular meeting of the Governing Board of October 4, 2021.

MOTION CARRIED UNANIMOUSLY.

3) Business Arising from the Previous Minutes of October 4, 2021

There was no business arising.

4) Public Question Period

Carla Carpio, Saint-Lambert Support Staff Union President asked for the Governing Board’s collaboration in informing the public of upcoming meetings by posting the agenda on a digital platform seven calendar days prior to the meeting as do the Saint-Lawrence and Lennoxville Constituent Colleges as per Bylaw 1. Proposed agenda to future meetings and adopted minutes should also be emailed to all three unions as well as the Student Association. Christine Kerr, Governing Board faculty representative and President of the Champlain College Teachers’ Association seconded the request.

5) Priorities 2021-2022

Odette Côté, Director General of Champlain Regional College presented the College’s key challenges and results for the 2016-2017 year. The priorities for the 2016-2021 years included working towards a healthier workplace atmosphere, ensuring compliance to the requirements of the CEEC, strengthening the college’s financial situation and tapping on the strengths of our multi-regional structure. Covid-19 challenges were also addressed. Objectives for the 2021-2022 year focus on the transition of our new governance structure and to ensure the smooth transition of academic operations.

6) Approval of development priorities for the College Strategic Plan

Nicole Haché presented the proposed development objectives that came out of the analysis of the results of the second survey that was sent to faculty, staff and students by the Strategic Planning Taskforce. If approved by the Governing Board, these will be the Saint-Lambert proposed objectives for the Regional College 2022-2027 Strategic Plan. Frédéric Boisrond, our Strategic Planning consultant explained that once the strategic plan is approved, the tactical phase then begins with the creation of action plan with items that flow out of the development objectives. In response to Michael Newton's question regarding fund allocation and strategies of a financial nature, Frédéric Boisrond indicated that financial issues will fit in this tactical phase. Frédéric Boisrond thanked the entire committee for their involvement in driving this forward.

RECOMMENDED DEVELOPMENT OBJECTIVES

1. ACTIVITIES AND SUPPORT SERVICES

Provide mental health and wellness programs, as well as academic and technology support to all Faculty, Staff and Students; Organize and promote a variety of activities (extra-curricular and pedagogical) that foster engagement and involvement by all members of the College Community (Faculty, Staff and Students)

2. COLLEGE CULTURE

Foster respectful, harmonious relationships and mutual trust between all Champlain community members (Administration, Faculty, Staff and Students). Establish a culture of transparency in all facets of functioning at the College.

3. COMMUNICATION STRATEGIES

Implement effective, timely, transparent communications to members of the Champlain St-Lambert community from Administration and Faculty. Establish clear and official channels through which information is shared; emergency communications are sent out; the College and Departments are promoted; New students are contacted and supported, etc.

4. EQUITY, DIVERSITY, AND INCLUSION

Commit to fostering and upholding EDI values. Create and maintain an environment that values diversity in all levels of employment, as well as in all policies. Provide clear resources, communication channels or actions when students, staff, or faculty experience racism, misogyny, homophobia or any other form of discrimination.

5. INNOVATION

Provide a proactive and creative environment which stimulates, encourages, and supports its members (financially, environmentally, socially, technologically, politically and otherwise) to contribute and innovate. Develop a variety of cutting-edge programs that respond to the labor shortage and the future of the global economy.

Following a suggestion made by Vince Amato, Nicole Haché will send a message to the Saint-Lambert community to provide them with the final five development priorities and thank them for their contribution to the process.

On a proposal made by Donald Shewan, seconded by Vince Amato, a motion of thanks to the members of the Strategic Planning Taskforce was made.

Donald Shewan explained that he had not assigned a resolution number to this agenda item as he wanted the members of the Governing Board to not feel pressured into making a final decision.

It was **MOVED** by Michael Newton, and **SECONDED** by Richard Fontaine that the five recommended development objectives be approved with a resolution to follow.

There was no call for the vote.

MOTION CARRIED UNANIMOUSLY.

7) Financial Results 2020-2021

Resolution No.: LAM-2021-003

Paul Conway, Coordinator of Financial Services spoke to this item. He presented the financial results for the year ending June 30, 2021 showing a surplus of \$2,208,762 but noted that this figure is not reflected in the current resolution as the Champlain Regional College financial results have not yet been approved at the Board of Governors.

WHEREAS the Colleges Act requires that the audited financial statements, the notes to the financial statements, and the independent auditors' report, be submitted to the *Ministère de l'Enseignement supérieur* by December 1 2021; and

WHEREAS the Governing Board of Champlain College Saint-Lambert must adopt its annual financial results; and

WHEREAS the internal year closure process is completed; and

WHEREAS the Champlain Regional College financial statements are in the process of being audited by the firm Raymond Chabot Grant Thornton in accordance with the accounting standards for public sector entities; and

WHEREAS Champlain Saint-Lambert annual financial results will be integrated to the annual financial statements Champlain Regional College;

BE IT THEREFORE RESOLVED that the Governing Board adopts the 2020-2021 financial statements as tabled; and

BE IT THEREFORE FURTHER RESOLVED that the Governing Board recommends to the Board of Governors that the Champlain Saint-Lambert financial results be integrated to the Champlain Regional College 2020-2021 financial statements.
There was no call for the vote.

MOVED BY: Donald Shewan
SECONDED BY: Michael Newton
MOTION CARRIED UNANIMOUSLY

8) Creation of a Reserve Fund for the Repair and Maintenance of the Parking Lot from Surplus Funds Champlain Saint-Lambert
Resolution No.: LAM-2021-004

Don Shewan spoke to this item.

WHEREAS the College receives no financial support for its parking spaces; and

WHEREAS in the coming years significant repairs will need to be made; and

WHEREAS the revenues generated from the parking lot come entirely from the end-users; and

WHEREAS Article 7 of Bylaw 5 (concerning the Financial Management of the Regional College) provides for the creation of reserve funds from the accumulated surplus by a constituent college,

BE IT THEREFORE RESOLVED that the Governing Board recommend that the Board of Governors approve the creation of a reserve fund from the Saint-Lambert portion of the College's accumulated surplus in the amount of \$2,000,000 to provide for these repairs.

There was no call for the vote.

MOVED BY: Donald Shewan
SECONDED BY: Louis Zargi
MOTION CARRIED UNANIMOUSLY

9) Proposed Revision to Resolution No.: LAM-2020-010
Resolution No.: LAM-2021-005

Access to Surplus Funds to Support Special Projects in Innovation for Teaching and Learning

Don Shewan spoke to this item and thanked Christine Kerr and Elham Ghobadi for pointing out the wording of the resolution.

WHEREAS the College wishes to further innovation in its teaching and learning; and

WHEREAS the current pandemic has given rise to significant advances in the manner in which education is being delivered to our students; and

WHEREAS the current government allocations are not sufficient to provide material and support for such developments;

BE IT THEREFORE RESOLVED that the Governing Board recommend that the Board of Governors approve the access to the Saint-Lambert portion of the College's accumulated surplus in the amount of \$250,000 to support special projects in Innovation for teaching and learning either through the purchase of equipment and furniture or through the release of faculty.

There was no call for the vote.

MOVED BY: Genvevieve Bourgoing
SECONDED BY: Louis Zargi
MOTION CARRIED UNANIMOUSLY

10) Varia

Governing Board Documentation in Omnivox

Donald Shewan responded to this request informing the Governing Board that this will be made available in the upcoming weeks to all internal members, but that such information cannot yet be posted on the College's website until the new Web agency has been contacted to perform the modification. Don Shewan also informed us that the new communications manager starts her employment with the College on November 29th and that this will fall under her umbrella. Donald Shewan will report on this item at the next meeting of the Governing Board.

Dawn Smith thanked Odette Côté for attending the meeting and for her presentation and is welcomed to join us any time.

11) Adjournment

There being no other business, it was **MOVED** by Louis Zargi that the meeting be adjourned at 7:50 p.m.

Dawn Smith
Chairperson

Patrizia Polifroni
Recording Secretary