



**OFFICIAL MINUTES
REGULAR MEETING OF THE GOVERNING BOARD
2020-2021
November 2, 2020 at 6:00 p.m. ZOOM**

MEMBERS PRESENT: Donald Shewan Dawn Smith
Jaswinder Sehota Michael Newton
Jessie Kurtz Christine Kerr
Elham Ghobadi Moira Paterson
Geneviève Bourgoing Andy Brown
Meagan Murphy Louis Zargi
Jean-Charles Dumont

REGRETS: Suzy Cooper Jean-Robert Lessard

ALSO PRESENT: Paul Conway, Maria Bologna, Malcolm Harper, Mark Wallace, Christian Brosseau, Dean Howie, Nicole Haché

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 6:05 p.m. It was presided by Dawn Smith, Chairperson of the Governing Board at Champlain College Saint-Lambert.

1) Adoption of the agenda

It was **MOVED** by Louis Zargi and **SECONDED** by Michael Newton that the agenda be approved as modified to include 2 items (Quality Assurance Report and Strategic Plan Development Process) under VARIA to be discussed at a special meeting on November 16th

MOTION CARRIED UNANIMOUSLY.

2) Adoption of Previous Minutes of October 5, 2020

It was **MOVED** by Michael Newton and **SECONDED** by Geneviève Bourgoing to adopt the minutes of the regular meeting of the Governing Board of October 5, 2020.

MOTION CARRIED UNANIMOUSLY.

3) Business Arising from the Previous Minutes of October 5, 2020

Don Shewan indicated that Patrizia Polifroni will follow up with members individually regarding the Sexual Violence Training. New parent representatives will also be given access to the link.

Don Shewan reported that the two Parent Representatives; Louis Zargi and Jean-Charles Dumont have been elected by acclamation. They were welcomed and introduced to all members.

The Covid Expenditures Report was presented by Paul Conway.

A taskforce to develop the process for a new Strategic Plan will need to be created at each Constituent College. Its composition includes 1 non-employee Governing Board member. Dawn Smith will reach out to external members to see if anyone would be interested in being part of this working group.

4) Public Question Period

There were no questions from the public.

5) Cisco Certified Network Associate (CCNA) AEC program revision Resolution No.: LAM-2020-005

Don Shewan invited Mark Wallace, Dean of Continuing Education to speak to this item.

WHEREAS the recent revision by Cisco to the Cisco Certified Network Associate (CCNA) program curriculum and certification exams, as well the creation of a new version of the Computer Science DEC (412.B0) in 2018, make it necessary for the College to revise the AEC program - CCNA LEA.21; and

WHEREAS the Commission of Studies has unanimously endorsed the revised program at its meeting of October 22, 2020; and

WHEREAS this AEC program continues to respond to local needs; and

BE IT THEREFORE RESOLVED that the Governing Board recommends that the Board of Governors approve this program revision for Champlain Saint-Lambert.

MOVED BY: Michael Newton

SECONDED BY: Moira Paterson

IN FAVOR:

IN OPPOSITION:

ABSTENTION:

MOTION CARRIED UNANIMOUSLY

**6) Cisco Certified Network Professional (CCNP) AEC program revision
Resolution No.: LAM-2020-006**

Don Shewan invited Mark Wallace, Dean of Continuing Education to speak to this item.

WHEREAS the recent revision by Cisco to the Cisco Certified Network Professional (CCNP) program curriculum and certification exams, as well the creation of a new version of the Computer Science DEC (412.B0) in 2018, make it necessary for the College to revise the AEC program - CCNP LEA.21; and

WHEREAS the Commission of Studies has unanimously endorsed the revised program at its meeting of October 22, 2020; and

WHEREAS this AEC program continues to respond to local needs; and

BE IT THEREFORE RESOLVED that the Governing Board recommends that the Board of Governors approve this program revision for Champlain Saint-Lambert.

MOVED BY: Michael Newton
SECONDED BY: Geneviève Bourgoing
IN FAVOR:
IN OPPOSITION:
ABSTENTION:
MOTION CARRIED UNANIMOUSLY

7) Access to surplus

- a) Purchase of Capital Equipment and Furniture from Surplus Funds for
Continuing Education Champlain Saint-Lambert
Resolution No.: LAM-2020-007**

WHEREAS government budgets do not allocate any funds to Continuing Education funds to acquire capital items; and

WHEREAS Continuing Education has needs throughout the year to purchase equipment and office furniture; and

WHEREAS Continuing Education has generated sufficient funds, after other expenses are taken into account in 2019-2020 to cover the requested expenses,

BE IT THEREFORE RESOLVED that the Governing Board recommend that the Board of Governors approve the purchase of the equipment through its accumulated surplus in the amount of \$25,000.

There was a call for the vote.

MOVED BY: Don Shewan
SECONDED BY: Geneviève Bourgoing
IN FAVOR:
IN OPPOSITION: 3 (Christine Kerr, Elham Ghobadi, Andy Brown)
ABSTENTION:
MOTION CARRIED

- b) **Creation of a Reserve Fund for the replacement of the HVAC system from Surplus Funds Champlain Saint-Lambert**
Resolution No.: LAM-2020-008

WHEREAS most of the current HVAC system is over 30 years old and is approaching the end of its useful life and requires replacement; and

WHEREAS the replacement of the existing system will result in energy savings and reduce the carbon footprint of the College; and

WHEREAS the completion of the project over a two-year timespan will reduce the interruptions caused by the project and reduce its cost; and

WHEREAS using the entirety of current level of government allocations for “réfections” budget provided for this type of work would require at least 4 years to complete the project; 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 complete this project.

There was a call for the vote

MOVED BY: Donald Shewan
SECONDED BY: Louis Zargi
IN FAVOR:
IN OPPOSITION: 3 (Christine Kerr, Elham Ghobadi, Andy Brown)
ABSTENTION:
MOTION CARRIED

- c) **Creation of a Reserve Fund for the Purchase of Furniture and Equipment Required for the Anticipated Building Expansion from Surplus Funds Champlain Saint-Lambert**
Resolution No.: LAM-2020-009

WHEREAS Champlain Saint-Lambert has requested an increase in its devis scolaire to 3,400 students; and

WHEREAS such an increase in the devis will bring a building expansion to the College; and

WHEREAS this expansion will generate the needs for additional furniture and equipment for the new building; 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 \$1,500,000.

There was a call for the vote.

MOVED BY: Donald Shewan

SECONDED BY: Jaswinder Sehota

IN FAVOR:

IN OPPOSITION: 5 (Jessie Kurtz, Meagan Murphy, Elham Ghobadi, Andy Brown, Christine Kerr)

ABSTENTION:

MOTION CARRIED

**d) Purchase of Capital Equipment and Furniture from Surplus Funds to Support Innovation in Teaching and Learning
Resolution No.: LAM-2020-010**

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

BE IT THEREFORE RESOLVED that the Governing Board recommend that the Board of Governors approve the purchase of furniture and equipment from the Saint-Lambert portion of the College's accumulated surplus in the amount of \$250,000 to support these efforts.

There was a call for the vote.

MOVED BY: Donald Shewan

SECONDED BY: Louis Zargi

IN FAVOR:

IN OPPOSITION:

ABSTENTION: 4 (Christine Kerr, Elham Ghobadi, Andy Brown, Jean-Charles Dumont)

MOTION CARRIED

8) Approval of Capital Budget

Don Shewan proposed tabling this item.

9) Varia

A special meeting will be held on November 16th to approve the Strategic Plan Development Process and the Self-Evaluation of the Quality Assurance Mechanisms at Champlain Regional College.

10) Adjournment

There being no other business, it was **MOVED** by Michael Newton that the meeting be adjourned at 8:30 p.m.

Dawn Smith
Chairperson

Patrizia Polifroni
Recording Secretary