



**OFFICIAL MINUTES  
REGULAR MEETING OF THE GOVERNING BOARD  
2019-2020**

**April 9, 2020 at 1:00 p.m. ZOOM**

**MEMBERS PRESENT:** Donald Shewan                      Dawn Smith  
Lucie Durand                                      Jean-Robert Lessard  
Michael Newton                                  Eugene Sweetoo  
Christine Kerr                                    Elham Ghobadi  
Emily Payne                                        Suzy Cooper  
Geneviève Bourgoing

**REGRETS:** Jaswinder Sehota, Moira Paterson

**ALSO PRESENT:** Paul Conway, Maria Bologna, Malcolm Harper, Anthony Singelis

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 1:00 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 Lucie Durand and **SECONDED** by Geneviève Bourgoing that the agenda be approved. **MOTION CARRIED UNANIMOUSLY.**

**2) Adoption of Previous Minutes of January 20, 2020**

It was **MOVED** by Christine Kerr and **SECONDED** by Michael Newton to adopt the minutes of the regular meeting of the Governing Board of January 20, 2020 as modified. **MOTION CARRIED UNANIMOUSLY.**

**3) Business Arising from the Previous Minutes of January 20, 2020**

Concern raised that documents of the Governing Board are not visible online. Nicole Haché, the Coordinator of the Library has agreed to develop a means whereby college personnel can easily access documents and information such as agendas for Governing Board meetings.

**4) Election of Vice Chair**

It was **MOVED** by Dawn Smith to table the election of the Vice Chair until the next meeting. No objections.

**5) Revised Academic Calendar 2019-2020**

**Resolution No.: LAM-2019-009**

Don Shewan spoke to this item. Christine Kerr pointed out that the word “campus” be replaced by “Constituent College”. It was **MOVED** by Christine Kerr and **SECONDED** by Elham Ghobadi to approve the revised academic calendar as modified.

**MOTION CARRIED UNANIMOUSLY**

**6) Academic Calendar 2020-2021**

**Resolution No: LAM-2019-010**

Don Shewan spoke to this item. Malcolm Harper, Secretary of Commission of Studies stated that a correction to the 2020-2021 Academic Calendar be made that being the Course Drop Deadline be changed from February 19<sup>th</sup> to February 12<sup>th</sup>. This would be viewed again at the Commission of Studies on April 9<sup>th</sup>.

It was **MOVED** by Don Shewan and **SECONDED** by Mike Newton that Resolution No.: LAM-2019-010 be approved as amended. There was no call to vote. **MOTION CARRIED UNANIMOUSLY.**

**7) Information Item: Mid-Year Budget 2019-2020**

Paul Conway presented a mid-year update of the college’s budget.

**8) Information Item: Sexual Violence (Upcoming Training)**

Don Shewan spoke to this item indicating that the College has a legal obligation to ensure that all individuals in the College, both at the Regional and Constituent levels have a training on this, including Governing Board members. An employee of the Student Services Department is working on this and a presentation will be given at a later time.

**9) Budget Consultation Timeline 2020-2021**

Paul Conway spoke to this item mentioning that the Governing Board will have to meet the week of May 20<sup>th</sup> to approve budget allocations. Don Shewan also stated that a staffing plan for the non-teaching hiring also needs to be presented to the Governing Board.

**10) Future Items**

Don Shewan presented items that will need to be addressed in future meetings of the Governing Board including: the Student Success Plan, The IT Plans and the College’s obligation to develop a Plan D’action Numerique; the Strategic Plan and revised Academic Policies, in particular the Institutional Policy on the Evaluation

of Student Achievement (IPESA) and Institutional Policy on the Management of Academic Programs (IPMAP).

**11) Varia**

Don Shewan thanked all Staff, Management and Governing Board members for their collaboration during this very difficult time. He congratulated Faculty who have had to transition from classroom format to a total online process and students for their resilience and willingness to complete their semester.

There being no other business, it was agreed that the meeting be adjourned at 1:52 p.m.

Dawn Smith  
Chairperson

Patrizia Polifroni  
Recording Secretary