



**OFFICIAL MINUTES  
REGULAR MEETING OF THE GOVERNING BOARD  
2020-2021  
May 31, 2021 at 6:00 p.m. ZOOM**

**MEMBERS PRESENT:** Donald Shewan                      Dawn Smith  
Jaswinder Sehota                                      Andy Brown  
Louis Zargi                                              Jean-Charles Dumont  
Suzy Cooper                                            Geneviève Bourgoing  
Michael Newton                                      Jean-Robert Lessard

**REGRETS:** Christine Kerr                                      Elham Ghobadi  
Richard Fontaine                                      Meagan Murphy  
Jessie Kurtz                                              Moira Paterson

**ALSO PRESENT:** Paul Conway, Maria Bologna, 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.

Regrets were conveyed by Saint-Lambert faculty member representatives due to their third day of strike. Christine Kerr felt that external members should be made aware of this as one of the agenda items is to pass a motion agreeing to a change in the Academic Calendar because of two strike days that were undertaken by Saint-Lambert faculty on May 11-13<sup>th</sup> (along with all FNEEQ-affiliated Cegep teachers across the province). She wanted members to have an understanding of the reasons that lie behind their strike; particularly not for financial reasons. The Governing Board was very supportive of their decision.

**1) Adoption of the agenda**

The following agenda was proposed.

1. Approval of agenda
2. Approval of minutes of the meeting of April 12, 2021
3. Business arising from the minutes of April 12, 2021
4. Public question period
5. Proposed Revision to Academic Calendar Winter 2021  
Resolution No.: LAM 2020-018
6. New Bylaw on Purchasing  
Resolution No.: LAM 2020-019
7. Provisional Operating budget 2021-2022 Regional College Administrative Services  
Resolution No.: LAM 2020-020
8. Provisional Operating budget 2021-2022 Saint-Lambert  
Resolution No.: LAM 2020-021
9. Proposed Schedule of meetings for 2021-2022
10. Varia
11. Adjournment

It was **MOVED** by Michael Newton and **SECONDED** by Louis Zargi that the agenda be approved.

**MOTION CARRIED UNANIMOUSLY.**

**2) Adoption of previous minutes of April 12, 2021 meeting**

It was **MOVED** by Donald Shewan and **SECONDED** by Jean-Robert Lessard to adopt the minutes of the regular meeting of the Governing Board of April 12, 2021.

**MOTION CARRIED UNANIMOUSLY.**

**3) Business Arising from the Previous Minutes of April 12, 2021**

There was no business arising.

**4) Public Question Period**

There were no questions.

5) **Proposed Revision to Academic Calendar Winter 2021**  
**Resolution No.: LAM 2020-018**

Don Shewan spoke to this item.

**WHEREAS** the Minister of Higher Education has provided for the possibility of reducing the sessional academic calendar below the normally required 75 teaching days; and

**WHEREAS** the strike by faculty has resulted in the loss of 2 teaching day(s); and

**WHEREAS** given the timing in the Winter semester it was not feasible to make the time up and respect the requisite consultation and authorization processes, and

**WHEREAS** the Commission of Studies has unanimously recommended to the Governing Board a revised calendar of 73 teaching days for the Winter 2021 Academic semester

**BE IT THEREFORE RESOLVED** that the Governing Board accepts a revised calendar of 73 teaching days for the Winter 2021 Academic semester

There was no call for the vote.

**MOVED BY:** Donald Shewan  
**SECONDED BY:** Andy Brown  
**MOTION CARRIED UNANIMOUSLY**

**6) New Bylaw on Purchasing**  
**Resolution No: LAM 2020-019**

Don Shewan spoke to this item.

**BYLAW 9 - RESPECTING PROCUREMENT CONTRACTS FOR GOODS,  
SERVICES, AND CONSTRUCTION**

**WHEREAS** the "Comité mixte des finances et ressources matériels » has strongly recommended that all CEGEPS create a bylaw rather than a policy to govern the procurement of goods and services; and

**WHEREAS** the highly legal and regulated nature of public contract management and the general practices of the college system favor the choice of a bylaw rather than a policy; and

**WHEREAS** Bylaw 1, appendix B, states that the Champlain Regional Board of Governors may adopt bylaws, after consultation with each Governing Board; and

**WHEREAS** a review of the current purchasing policy last updated in June 2009 has been completed; and

**WHEREAS** a consultation process has taken place with the senior management committee and the management personnel throughout the Regional College; and

**BE IT THEREFORE RESOLVED** that the Champlain – Saint-Lambert Governing Board recommends to the Board of Governors the adoption of BYLAW 9 – RESPECTING PROCUREMENT CONTRACTS FOR GOODS, SERVICES, AND CONSTRUCTION as tabled.

There was no call for the vote.

**MOVED BY: Donald Shewan**  
**SECONDED BY: Jean-Charles Dumont**  
**MOTION CARRIED UNANIMOUSLY**

**7) Provisional Operating Budget 2021-2022 Regional College Administrative Services  
Resolution No.: LAM-2020-020**

Paul Conway spoke to this item.

**WHEREAS** each Governing Board must provide an opinion on the adoption of the Regional College Administrative Services Operating Budget; and

**WHEREAS** the Ministry has not yet shared its initial allocation for 2021-2022 with colleges; and

**WHEREAS** the Ministry has announced that colleges should build their budget using the same figures as 2020-2021 with a cost indexation of 3.531% for nonteaching salaries; and

**WHEREAS** Regional College Administrative Services has prepared a balanced budget for the financial year 2021-2022 totalling \$3,266,379 and

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

**BE IT THEREFORE RESOLVED** that the Champlain Saint-Lambert Governing Board recommends the adoption of the 2021-2022 Provisional Operating Budget for Regional College Administrative Services to the Board of Governors as tabled.

There was no call for the vote.

**MOVED BY: Michael Newton**  
**SECONDED BY: Jean-Charles Dumont**  
**MOTION CARRIED UNANIMOUSLY**

**8) Provisional Operating Budget 2021-2022 Champlain Saint-Lambert  
Resolution No.: LAM 2020-021**

Paul Conway spoke to this item.

**WHEREAS** each Governing Board must make a recommendation on the adoption of the College Operating Budget; and

**WHEREAS** the Ministry's initial allocation for 2021-2022 has not yet been provided; and

**WHEREAS** the Ministry has announced that colleges should build their 2021-2022 budget using the same figures as 2020-2021 with a cost indexation of 3.531% for nonteaching salaries; and

**WHEREAS** the College has prepared a balanced budget for the financial year 2021-2022 for a total of \$31,671,361; and

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

**BE IT THEREFORE RESOLVED** that the Champlain – Saint-Lambert Governing Board recommends to the Board of Governors the adoption of the 2021-2022 Provisional Operating Budget of Champlain Saint-Lambert as tabled.

There was no call for the vote.

**MOVED BY: Michael Newton**  
**SECONDED BY: Jean-Robert Lessard**  
**MOTION CARRIED UNANIMOUSLY**

**9) Proposed Schedule of meetings 2021-2022**

Don Shewan presented the proposed calendar of meetings explaining that the timing of our meetings revolve around the CRC Board of Governors meetings.

**10) Varia**

Don Shewan indicated that the administration has built three delivery mode scenarios regarding the Fall semester based on health authority directives:

The current context based on the Government announcement of May 18th indicates that by the end of August, Colleges and Universities can start to resume face-to-face activities. This is contingent on reaching a target of 75% of the

population having received the 2nd vaccine dose. For Continuing Education, all learning activities initiated before mid-August will continue delivery in the mode in which it began until completion.

**Level 1: No social distancing; 75% of the population with 2nd vaccine dose**

- Classes resume 100% face-to-face
- All services to students will be delivered in person
- No sign-in therefore all entrances to the College will be open
- Common areas such as hallways, cafeteria etc. will be addressed at a later time once clear directives have been received from the Government.

**Level 2: Social distancing of 1 metre; masks required**

Courses offered on campus will include:

- Nursing (entire program)
- Tourism (program specific courses)
- Languages (program specific courses)
- Liberal Arts (semester 3)
- Computer Science (semester 5)
- Business Administration (semester 5)
- Physical Education (outdoor)
- Contact tracing in effect
- Common areas such as hallways, cafeteria etc. will be addressed at a later time once clear directives have been received from the Government.

**Level 3: Heightened alert level**

- All classes are online except for Nursing, Tourism and Languages.
- Main entrance contact tracing
- Online services only for students
- Common areas such as hallways, cafeteria etc. will be addressed at a later time once clear directives have been received from the Government.
- The 3-level system will stay active throughout the semester in order to accommodate any possible changes. Level 1 will see 100% capacity on campus. Level 2 has the potential for 372 students on campus and Level 3 has the potential for 222 students on campus.
- The College is renewing all licenses (Zoom, Office 365, IT software etc.) in the same format as currently offered. Adobe licenses may pose a problem due to regulations with CAG, the Quebec centralized purchasing system. The College is looking into procuring masks. The College will consider a possible shift in the academic calendar respecting the 75 teaching days.

Bill 96 was also briefly addressed by Don Shewan. The college is looking to build concrete proposals and suggestions to the government rather than expressing our frustrations which could lead to negative effects.

**11) Adjournment**

There being no other business, it was **MOVED** by Dawn Smith that the meeting be adjourned at 6:45 p.m.

Dawn Smith  
Chairperson

Patrizia Polifroni  
Recording Secretary