



## **BOARD OF GOVERNORS** **Minutes of the Regular Meeting**

**Held on Friday, September 18, 2020 at 6 p.m. by videoconference**

### **VOTING MEMBERS PRESENT:**

N. Beattie (Ex-officio)	Director Constituent College, Lennoxville
E. Berryman (Ex-officio)	Director Constituent College, St. Lawrence
C. Beaulieu	Government Appointee, University Sector
P. Bleau	Faculty Representative, St. Lawrence
G. Bourgoing	Government Appointee, Socio-Economic Sector
M. Chabot	Pre-University Graduate, St. Lawrence
O. Côté (Ex-officio)	Director General
D. Denault	Support Staff Representative, St. Lawrence
J. Lacombe	Faculty Representative, Lennoxville
M. Léger	Parent Representative, Saint-Lambert
F. Paradis	Government Appointee, Socio-Economic Sector
T. Marisa Rodriguez	Pre-University Student, Lennoxville
D. Shewan (Ex-officio)	Director Constituent College, Saint-Lambert
J. Shufelt	Government Appointee, Enterprise
K. Thornhill	Professional Representative, Saint-Lambert

### **NON-VOTING MEMBERS PRESENT:**

B. Toombs	Faculty Representative, Saint-Lambert
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### **REGRETS:**

H. Bélanger	Government Appointee, Regional Labour Market
P. Booth Morrison	Government Appointee, School Board Sector
F. Hogue (non-voting)	Student Representative, St. Lambert
E. Pinel	Technical Student Representative, Saint-Lawrence
A. Standish	Government Appointee, Enterprise
E. Thananayagam	Technical Graduate, Saint-Lambert

### **VACANT SEATS:**

Government Appointee, Socio-Economic Sector (Québec)
Parent Representative, Lennoxville

### **ALSO PRESENT:**

Y. Rainville	Director of Material Services & Interim Director of Finance
L. Larivière	Director of Human Resources / Corporate Affairs (moderator)
N. Couderc	Administrative Technician

### **GUEST:**

T. Brennan	Consultant
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Quorum attained with 16 of 20 sitting voting members present.



## Agenda

1. **ANNOUNCEMENTS AND CORRESPONDENCE**
2. **MODIFICATIONS AND ADOPTION OF AGENDA**
3. **APPROVAL OF MINUTES OF PREVIOUS MEETING(S)**
  - a) Regular Meeting of June 12, 2020
  - b) Special Meeting of August 14, 2020
4. **BUSINESS ARISING FROM PREVIOUS MINUTES**
  - a) Regular Meeting of June 12, 2020
    7. c) AEC in Cybersecurity – Champlain St. Lambert College
    7. e) Bylaw 5 article 3.2.3
    7. r) Board Training
    7. s) Board membership update
  - b) Special Meeting of August 14, 2020
    3. a) DECs & AECs
5. **OFFICERS REPORTS**
  - a) Executive Committee Report
  - b) Director, Lennoxville Campus
  - c) Director, St. Lambert Campus
  - d) Director, St. Lawrence Campus
  - e) Director General
6. **PUBLIC QUESTION PERIOD - FIFTEEN MINUTES**
7. **BREAK – FIFTEEN MINUTES**
8. **NEW BUSINESS**
  - a) **INFORMATION RE:** COVID-19 update
  - b) **INFORMATION RE:** Special call for infrastructure projects
  - c) **RESOLUTION RE:** DECs & AECs
  - d) **RESOLUTION RE:** AOP 2020-2021
  - e) **RESOLUTION RE:** DG's Priorities and Outcomes for 2020-2021 (**Article 12**)
  - f) **RESOLUTION RE:** DCC's Priorities and Outcomes for 2020-2021 – Lennoxville (**Article 12**)
  - g) **RESOLUTION RE:** DCC's Priorities and Outcomes for 2020-2021 – Saint-Lambert (**Article 12**)
  - h) **RESOLUTION RE:** DCC's Priorities and Outcomes for 2020-2021 – St. Lawrence (**Article 12**)
  - i) **INFORMATION RE:** Revised Operating Budget 2020-2021
  - j) **INFORMATION RE:** Capital Budget 2020-2021
  - k) **RESOLUTION RE:** Devis scolaire - Saint-Lambert
  - l) **RESOLUTION RE:** Project - Développement Économique Longueuil (DEL) (15 min.)
  - m) **NOTICE OF MOTION:** Bylaw Regarding Procurement
  - n) **INFORMATION RE:** Bylaw 1 – Article 2.2 - Vacancies
  - o) **RESOLUTION RE:** Hors Cadres Annual Evaluations
  - p) **INFORMATION RE:** Strategic Plan Process and Timeline
  - q) **INFORMATION RE:** Quality Assurance Audit (QAA)
  - r) **INFORMATION RE:** Board of Governors meetings— Dossiers for 2020-2021
  - s) **ELECTION:** Executive Committee internal member
9. **ADJOURNMENT**

## 1. ANNOUNCEMENTS AND CORRESPONDENCE

The Chair called the meeting to order at 6:00 p.m.

Regrets were received from, H el ene B elanger, Pamela Booth-Morrison, Florent Hogue, Emile Pinel, Alan Standish and Eric Thananayagam.

The Chair presented the new DRH/CA who gave a brief presentation of herself. He also gave a reminder for the *Recensement des principaux dirigeants* form that needs to be completed and sent to Nathalie Couderc by next week.

L. Larivi ere listed the four following new board members:

- Paul Bleau – Faculty Representative, St. Lawrence
- Florent Hogue – Student representative, Saint-Lambert (non-voting)
- Emile Pinel – Technical Student Representative, St. Lawrence
- Tanya Marisa Rodriguez – Pre-University Student Representative, Lennoxville

The new board members Paul Bleau & Tanya Marisa Rodriguez introduced themselves.

The Director General spoke about the correspondence received from the Ministry.

A cyberattack happened today in a cegep but the name was not public. The cegep is completely paralysed. All Champlain stakeholders have taken this situation seriously and are reinforcing prevention measures to protect our College at each of its locations.

## 2. MODIFICATION AND ADOPTION OF THE AGENDA

It was moved to adopt the agenda as presented.

There was no call for the vote.

MOVED BY: G. BOURGOING  
SECONDED BY: N. BEATTIE  
**MOTION CARRIED**

## 3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

### a) Regular Meeting of June 12, 2020

It was moved to adopt the minutes of the Regular Meeting of the Board of Governors of June 12, 2020 as presented.

There was no call for the vote.

MOVED BY: D. SHEWAN  
SECONDED BY: M. L EGER  
**MOTION CARRIED**

### b) Special Meeting of August 14, 2020

It was moved to adopt the minutes of the Special Meeting of the Board of Governors of August 14, 2020 as presented.

There was no call for the vote.

MOVED BY: K. THORNHILL  
SECONDED BY: M. LÉGER  
**MOTION CARRIED**

#### **4. BUSINESS ARISING FROM PREVIOUS MEETINGS**

##### **a) Regular meeting of June 12, 2020**

###### **7. c) AEC in Cybersecurity – Champlain St. Lambert College**

L. Larivière explained why the Board of Governors had to approve this AEC, while referring to the roles & responsibilities chart prepared by Jean Beaudesne in December 2019. The Director General also verified with the Fédé Lawyers who confirmed that the request for a new program must first be approved by the Board of Governors. Once approved, the program development (competencies/pedagogical activities/pre-requisites, etc.) is then approved by the Governing Board.

###### **7. e) Bylaw 5 article 3.2.3**

The Director General explained that J. Lacombe was uncomfortable regarding the wording in article 3.2.3 of Bylaw 5, where it states that the Audit Committee recommends College budgets to the Board of Governors. After the Director General explained that the Audit Committee is a recommendation body and that the Board of Governors has the final say, J. Lacombe was comfortable to leave the article as is.

###### **7. r) Board training**

F. Paradis presented three phases of training regarding governance and proposed to begin Phase 1 in mid-October and Phase 3 in January, 2021. He also ensured that the trainer would be carefully selected to respond to the needs of the College's new governance structure. The three phases were also presented to Governing Board Chairs on August 20, 2020 and to the Executive Committee on September 02, 2020.

###### **7. s) Board membership update**

L. Larivière gave an update on the status of the vacant positions on the Board of Governors, stating that attempts to find a parent representative at Lennoxville had not resulted in naming a person. The process will be restarted and an update will be given at the next meeting of the Board of Governors.

In terms of ministerial appointees, the Director General mentioned that the Ministry had sent an update on September 4 stipulating that the dossier to fill vacant seats at the Board of Governors of Champlain Regional College was ready, but that due to the recent cabinet reshuffle and the creation of a new Ministry of Higher Education, the nominations had been delayed. Members of the Board of Governors will be informed as soon as the ministry proceeds with the nominations.

##### **b) Special meeting of August 14, 2020**

###### **3. a) DEC's & AEC's**

E. Berryman spoke to this item stating that the names of students had been entered into our systems one day after the Board of Governors meeting of August 14. That is why a "0" had been entered in the resolution for DEC's St. Lawrence. He also assured Board members that the 11 students in question had not been penalized by this, as their information had been entered in the systems, thus confirming their graduate status.

## 5. OFFICERS' REPORTS

### a) Executive Committee

The Director General spoke to the Executive Committee report.

### b) Director, Champlain College Lennoxville

N. Beattie spoke to her report.

A motion was made to congratulate everyone who worked relentlessly to produce a virtual graduation for the Lennoxville graduating class of 2020.

MOVED BY: P. BLEAU  
SECONDED BY: F. PARADIS

**MOTION CARRIED**

### c) Director, Champlain College Saint-Lambert

D. Shewan spoke to his report.

A motion was made to congratulate everyone who worked relentlessly to produce the five, in-presence graduations under a tent for the Saint-Lambert graduating class of 2020, while respecting sanitary measures.

MOVED BY: F. PARADIS  
SECONDED BY: O. CÔTÉ

**MOTION CARRIED**

Faculty expressed concerns regarding their workload during the pandemic. The Director General had already communicated with faculty members stating that D. Shewan would be getting back to them early the following week. Feedback will be given at the next meeting of the Board of Governors.

The Chair proposed to take the fifteen minutes break at 19:28 pm. The meeting resumed at 19:43 pm.

### d) Director, Champlain–St. Lawrence College

E. Berryman spoke to his report.

### e) Director General

O. Côté spoke to her report.

## 6. PUBLIC QUESTION PERIOD

Questions were answered during the public question period.

It was proposed that the Administration support initiatives for small groups to break social isolation and be able to share time through zoom events. L. Larivière mentioned that since this was a Human Resources dossier, that she would get back to Maxime Chabot to better understand his proposal, then see what could be done.

**7. BREAK - FIFTEEN MINUTES**

The break was taken earlier than planned. See item 5. c).

**8. NEW BUSINESS**

**a) COVID-19 update (INFORMATION)**

The Director General spoke to this item and gave a word of appreciation to all those who expressed a cry of the heart. She mentioned that the College’s leadership team had been doing everything it could, and would continue to do so, to address issues being brought forth by different student or employee groups. She mentioned that the situation is very similar across the college network, that everyone is working hard, they are sharing information and doing their best to respond to the needs of their students and employees. She thanked everyone for their efforts and support and is open to suggestions for the betterment of our people, our College.

**b) SPECIAL CALL FOR INFRASTRUCTURE PROJECTS (INFORMATION)**

Y. Rainville spoke to this item stating that on August 3, 2020, the ministry requested that the College presents five projects that were not started and could be finished by Dec 2021. Five projects were submitted and the College is now waiting for the ministry’s response, whereby we could receive up to 80% funding for these projects.

**c) DEC’S & AEC’S (RESOLUTIONS)**

N. Beattie spoke to the resolution.

**Resolution CRC-2020-004: Diplomas of College Studies (DECs) and Attestations of College Studies (AECs) — Champlain College Lennoxville**

**WHEREAS** the relevant academic authorities of Champlain College Lennoxville have identified those students who have completed the requirements of their programs of study; and

**WHEREAS** all necessary records have been submitted and verified by those persons designated by the Director of Constituent College; and

**WHEREAS** lists of the names of students deemed eligible for a diploma have been submitted to the Director of Human Resources / Corporate Affairs’ Office on behalf of the Director of Constituent College;

**BE IT THEREFORE RESOLVED** that the Board of Governors of Champlain Regional College recommends that the appropriate Diploma of College Studies (DEC) or Attestation of College Studies (AEC) be awarded to the students of Champlain Regional College (Champlain College Lennoxville) whose names appear on the lists submitted to the Director of Human Resources / Corporate Affairs’ Office.

Number of DEC’S at Champlain College Lennoxville: 3

Number of AEC’S at Champlain College Lennoxville: 0

There was no call for the vote.

MOVED BY: N. BEATTIE

SECONDED BY: M. LÉGER

**MOTION CARRIED**

D. Shewan spoke to the resolution.

**Resolution CRC-2020-005: Diplomas of College Studies (DECs) and Attestations of College Studies (AECs) — Champlain College Saint-Lambert**

**WHEREAS** the relevant academic authorities of Champlain College Saint-Lambert have identified those students who have completed the requirements of their programs of study; and

**WHEREAS** all necessary records have been submitted and verified by those persons designated by the Director of Constituent College; and

**WHEREAS** lists of the names of students deemed eligible for a diploma have been submitted to the Director of Human Resources / Corporate Affairs' Office on behalf of the Director of Constituent College;

**BE IT THEREFORE RESOLVED** that the Board of Governors of Champlain Regional College recommends that the appropriate Diploma of College Studies (DEC) or Attestation of College Studies (AEC) be awarded to the students of Champlain Regional College (Champlain College Saint-Lambert) whose names appear on the lists submitted to the Director of Human Resources / Corporate Affairs' Office.

Number of DEC's at Champlain College Saint-Lambert: 20

Number of AEC's at Champlain College Saint-Lambert: 41

There was no call for the vote.

MOVED BY: D. SHEWAN

SECONDED BY: G. BOURGOING

**MOTION CARRIED**

E. Berryman spoke to the resolution.

**Resolution CRC-2020-006: Diplomas of College Studies (DECs) and Attestations of College Studies (AECs) — Champlain-St. Lawrence College**

**WHEREAS** the relevant academic authorities of Champlain-St. Lawrence College have identified those students who have completed the requirements of their programs of study; and

**WHEREAS** all necessary records have been submitted and verified by those persons designated by the Director of Constituent College; and

**WHEREAS** lists of the names of students deemed eligible for a diploma have been submitted to the Director of Human Resources / Corporate Affairs' Office on behalf of the Director of Constituent College;

**BE IT THEREFORE RESOLVED** that the Board of Governors of Champlain Regional College recommends that the appropriate Diploma of College Studies (DEC) or Attestation of College Studies (AEC) be awarded to the students of Champlain Regional College (Champlain-St. Lawrence College) whose names appear on the lists submitted to the Director of Human Resources / Corporate Affairs' Office.

Number of DEC's at Champlain-St. Lawrence College: 28\*

Number of AEC's at Champlain-St. Lawrence College: 0

\* Includes the 11 students from August 2020.

There was no call for the vote.

MOVED BY: E. BERRYMAN

SECONDED BY: D. DENAULT

**MOTION CARRIED**

**d) AOP 2020-2021 [RESOLUTION]**

The Director General spoke to the resolution.

**Resolution CRC-2020-007: AOP 2020-2021**

**WHEREAS** the Board of Governors approves the *College Strategic Action Plan (CSAP)*; and

**WHEREAS** Bylaw 3 requires the Director General develop an *Annual Operational Plan (AOP)*; and

**WHEREAS** the AOP is developed in collaboration with the Senior Management Committee (SMC) to ensure it responds to the needs of both the constituent colleges and the Regional College; and

**WHEREAS** the Annual Operational Plan for 2020-2021 as proposed by the SMC is aligned with the *College Strategic Action Plan*;

**WHEREAS** during its regular meeting on September 02, 2020, the Executive Committee has reviewed and recommended the Annual Operational Plan for 2020-2021 to the Board of Governors;

**BE IT THEREFORE RESOLVED** that the Board of Governors of Champlain Regional College adopts the *Annual Operational Plan (AOP)* for 2020-2021.

There was no call for the vote.

MOVED BY: G. BOURGOING

SECONDED BY: D. SHEWAN

**MOTION CARRIED**

**e) DG's Priorities and Outcomes for 2020-2021 [RESOLUTION]**

The Chair listened to the Board members' comments regarding the indication on the agenda that this item and the next three are listed as being subject to Article 12 of the Colleges Act. Having confirmed that the decision on whether an item is indeed subject to Article 12 is the prerogative of the Chair, and having taken into consideration the members' interventions and the Colleges' best interests, the Chair decided that, notwithstanding the indications on the agenda, he would not invoke Article 12 for this and the following three agenda items (f), (g) and (h). Nevertheless, some members indicated that they may prefer to abstain from these votes.

The Chair spoke to the resolution.

**Resolution CRC-2020-008: DG's Priorities and Outcomes for 2020-2021**

**WHEREAS** the Executive Committee has reviewed the Director General's Priorities and Outcomes for the 2020-2021 academic year and provided input; and

**WHEREAS** the Executive Committee has recommended the Director General's Priorities and Outcomes for the 2020-2021 academic year for approval by the Board of Governors;



**BE IT THEREFORE RESOLVED** that the Board of Governors of Champlain Regional College approve the Director General's Priorities and Outcomes for 2020-2021.

The Chair called for the vote.

In favor: 9  
Against: 0  
Abstention: 6 (O. Côté, N. Beattie, E. Berryman, D. Shewan, P. Bleau and J. Shufelt)

MOVED BY: D. DENAULT

SECONDED BY: C. BEAULIEU

**MOTION CARRIED**

**f) Lennoxville DCC's Priorities and Outcomes for 2020-2021 [RESOLUTION]**

The Director General spoke to the resolution.

**Resolution CRC-2020-009: Lennoxville DCC's Priorities and Outcomes for 2020-2021**

**WHEREAS** the Executive Committee has reviewed the Lennoxville Constituent College Director's Priorities and Outcomes for 2020-2021 and provided input: and

**WHEREAS** the Executive Committee has recommended the Lennoxville Constituent College Director's Priorities and Outcomes for 2020-2021 for approval by the Board of Governors;

**BE IT THEREFORE RESOLVED** that the Board of Governors of Champlain Regional College approve the Lennoxville Constituent College Director's Priorities and Outcomes for 2020-2021.

The Chair called for the vote.

In favor: 10  
Against: 0  
Abstention: 5 (N. Beattie, E. Berryman, D. Shewan, P. Bleau and J. Shufelt)

MOVED BY: O. CÔTÉ

SECONDED BY: C. BEAULIEU

**MOTION CARRIED**

**g) Saint-Lambert DCC's Priorities and Outcomes for 2020-2021 [RESOLUTION]**

The Director General spoke to the resolution.

**Resolution CRC-2020-010: Saint-Lambert DCC's Priorities and Outcomes for 2020-2021**

**WHEREAS** the Executive Committee has reviewed the Saint-Lambert Constituent College Director's Priorities and Outcomes for 2020-2021 and provided input: and

**WHEREAS** the Executive Committee has recommended the Saint-Lambert Constituent College Director's Priorities and Outcomes for 2020-2021 for approval by the Board of Governors;

**BE IT THEREFORE RESOLVED** that the Board of Governors of Champlain Regional College approve the Saint-Lambert Constituent College Director's Priorities and Outcomes for 2020-2021.

The Chair called for the vote.

In favor: 10  
Against: 0  
Abstention: 5 (N. Beattie, E. Berryman, D. Shewan, P. Bleau and J. Shufelt)

MOVED BY: O. CÔTÉ  
SECONDED BY: G. BOURGOING  
**MOTION CARRIED**

**h) St. Lawrence DCC's Priorities and Outcomes for 2020-2021 [RESOLUTION]**

The Director General spoke to the resolution.

**Resolution CRC-2020-011: St. Lawrence DCC's Priorities and Outcomes for 2020-2021**

**WHEREAS** the Executive Committee has reviewed the St. Lawrence Constituent College Director's Priorities and Outcomes for 2020-2021 and provided input: and

**WHEREAS** the Executive Committee has recommended the St. Lawrence Constituent College Director's Priorities and Outcomes for 2020-2021 for approval by the Board of Governors;

**BE IT THEREFORE RESOLVED** that the Board of Governors of Champlain Regional College approve the St. Lawrence Constituent College Director's Priorities and Outcomes for 2020-2021.

The Chair called for the vote.

In favor: 10  
Against: 0  
Abstention: 5 (N. Beattie, E. Berryman, D. Shewan, P. Bleau and J. Shufelt)

MOVED BY: O. CÔTÉ  
SECONDED BY: M. LÉGER  
**MOTION CARRIED**

A motion was made at 9:10 pm to extend the meeting for another hour.

MOVED BY: D. SHEWAN  
SECONDED BY: O. CÔTÉ  
**MOTION CARRIED**

**i) Revised Operating Budget 2020-2021 [Information]**

Y. Rainville spoke to the item stating that a revised operating budget will be presented during the October 23, 2020 Board of Governors meeting. Work started on September 1, 2020 and in order to go through all the instances that needed approval, the final operating budget will be ready on October 23.

**j) Capital Budget 2020-2021 [INFORMATION]**

Y. Rainville spoke to this item stating that the Capital Budget will be presented during the November 27, 2020 Board of Governors meeting because the ministry could not provide the information to enable the preparation of the capital budget before that date.

**k) Devis Scolaire – Champlain College Saint-Lambert [RESOLUTION]**

D. Shewan spoke to the resolution.

**Resolution CRC-2020-012: Devis Scolaire – Champlain College Saint-Lambert**

**WHEREAS** at the meeting of the Board of Governors of August 16, 2019, a request to increase the Saint-Lambert *Devis scolaire* to 3,300 students was unanimously approved by Resolution No.3208; and

**WHEREAS** at the request of the Ministry; the Colleges in the Greater Montreal Area met to review all current and pending requests for changes in their *devis* in this area over the next five years; and

**WHEREAS**, a consensus was reached, first among the Colleges in the Montérégie region and then in the Greater Montreal Area which recommends to the Ministry a *devis* of 3,400 for Champlain College Saint-Lambert; and

**WHEREAS** the Champlain–Saint-Lambert Governing Board recommends to the Board of Governors to increase the request for Saint-Lambert by 100 students to 3,400 and that any increase in student enrollment to this level not occur until the building expansion has been completed.

**BE IT THEREFORE RESOLVED** that the Board of Governors authorizes the increase in the request for the *Devis* for Saint-Lambert by 100 students to 3,400 with the provision that any increase in student enrollment to this level not occur until the building expansion has been completed.

There was no call for the vote.

MOVED BY: D. SHEWAN

SECONDED BY: P. BLEAU

**MOTION CARRIED**

**I) DEL Project – Champlain College Saint-Lambert [RESOLUTION]**

D. Shewan spoke to the resolution and G. Bourgoing presented an overview of the project.

**Resolution CRC-2020-013: DEL Project – Champlain College Saint-Lambert**

**WHEREAS** Champlain College Saint-Lambert has actively participated in the project by Développement Économique de L'agglomération de Longueuil to develop a "Zone d'Innovation en Intelligence Numérique Industrielle"; and

**WHEREAS** this project responds to the mission of the College both in providing learning opportunities to both Day and Continuing Education students and by contributing to the socio-economic development of the Montérégie region; and

**WHEREAS** this project, if located on Champlain College Saint-Lambert land responds to the criteria originally established by the Board of Governors in June of 2008 for any such project; and

**WHEREAS** this project would ensure that the lands belonging to Champlain Regional College would be used for purposes appropriate to our mission; and

**WHEREAS** this project, if approved will not negatively impact the financial situation of Champlain College Saint-Lambert; and

**WHEREAS** the Champlain–Saint-Lambert Governing Board recommends to the Board of Governors that the Administration be mandated to pursue this project provided that no final agreements be made without prior consultation and approval of the Governing Board and Board of Governors, and that the Administration regularly report on its progress.

**BE IT THEREFORE RESOLVED** that the Board of Governors mandate the Administration to pursue this project provided that no final agreements be made without prior consultation with all stakeholders and approval of the Governing Board and Board of Governors, and that the Administration regularly report on its progress.

B. Toombs proposed a small amendment to the resolution.

MOVED BY: D. SHEWAN  
SECONDED BY: D. DENAULT

**MOTION CARRIED**

The Chair called for the vote.

In favor: 14  
Against: 0  
Abstention: 1 (G. BOURGOING)

MOVED BY: D. SHEWAN  
SECONDED BY: D. DENAULT

**MOTION CARRIED**

**m) Bylaw regarding Procurement [NOTICE OF MOTION]**

Y. Rainville spoke to this item stating that the Policy Respecting Procurement Contracts for Goods, Services and Construction will need revisions and will be transformed into a Bylaw. **Bylaw 9 – Procurement** is targeted to be presented at the November 27, 2020 Board of Governors meeting.

**n) Bylaw 1 – Article 2.2. - Vacancies [INFORMATION]**

The Chair spoke to this item and, as per Article 2.2 of Bylaw 1, proposed to reach out to Board members who have been absent for many meetings of the Board of Governors, as their attendance is necessary for the good functioning of the Board. He will update board members of this situation during the October 23, 2020 Board of Governors meeting.

**o) Hors Cadres Annual Evaluations [RESOLUTION]**

The Director General spoke the resolution.

**Resolution CRC-2020-014: Awarding of Contract: Design of a performance evaluation process for Hors Cadres**

**WHEREAS**, the Board of Governors mandated the Director General to select a consultant for the design of a performance evaluation process for Hors Cadres; and

**WHEREAS**, suppliers with relevant experience were sought by the Director of Administrative Services; and

**WHEREAS**, the firm Normandin Beaudry showed a great level of expertise in this special field of expertise; and

**WHEREAS**, the Chairs of the Board and Governing Boards as well as the Director General met the firm representative to discuss the dossier; and

**WHEREAS**, the firm Normandin Beaudry submitted a compliant service offer; and

**WHEREAS**, the proposal was presented to the Executive Committee on September 2, 2020.

**BE IT THEREFORE RESOLVED** that the Board of Governors awards the contract for the design of a performance evaluation process for Hors Cadres to Normandin Beaudry, in the amount of \$22,000 (before taxes).

There was a call for a vote.

In favor: 9  
Against: 1 (P. Bleau)  
Abstention: 5 (O. Côté, D. Shewan, E. Berryman, N. Beattie, J. Lacombe)

MOVED BY: D. DENAULT  
SECONDED BY: G. BOURGOING

**MOTION CARRIED**

**p) Strategic Plan Process and Timeline [INFORMATION]**

The Director General spoke to this item stating that a Strategic Plan Process and Timeline is in the process of being completed and should be ready to be presented at the next Board of Governors meeting.

**q) Quality Assurance Audit (QAA) [INFORMATION]**

E. Berryman spoke to this item stating that the draft of the report is ready and will be presented at the next Senior Management Committee (SMC). The consultation process will then be launched and approval will be sought from the Commissions of Studies, the Governing Boards and the Board of Governors in order to meet the targeted November, 2020 timeline.

**r) Board of Governors meetings – Dossiers for 2020-2021**

The Director General spoke to this item presenting the general dossiers that will be discussed during the 2020-2021 academic year

**s) Executive Committee internal member [ELECTION]**

In regards to elections, L. Larivière spoke to the election process.

**Election of Executive Committee Members**

The Executive Committee is composed of (Reference: Bylaw 1, Article 5.1):

- The Director General (ex officio);
- The Directors of Constituent Colleges (3) (ex officio);
- The Chair of the Board;
- The Vice-Chair of the Board;
- Two (2) governors:
  - One (1) of whom is an external representative; and
  - One (1) of whom is an internal representative.

L. Larivière opened the floor for internal member nominations and the Chair took over the election process.

<b>Proposed Internal</b>	<b>Moved by:</b>	<b>Seconded by:</b>	<b>Accepted:</b>
K. Thornhill	D. Shewan	E. Berryman	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
D. Denault	M. Léger	P. Bleau	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
J. Lacombe	D. Denault	P. Bleau	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

The Chair called three times for further nominations. Being no further nominations, the Chair closed the nominations.

K. Thornhill was declared *Internal Member of the Executive Committee* by majority vote.

**9. ADJOURNMENT**

Motion to adjourn the meeting by E. Berryman at 10:14 p.m.

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François Paradis  
Chairperson

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Line Larivière  
Director of Human Resources /  
Corporate Affairs