



CHAMPLAIN
REGIONAL COLLEGE

BOARD OF GOVERNORS Minutes of the Regular Meeting

Held on Friday, June 12, 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
G. Bourgoing	Government Appointee, Socio-Economic Sector
O. Côté (Ex-officio)	Director General
D. Denault	Support Staff Representative, St. Lawrence
G. Gerdes	Pre-University Student Representative, St. Lawrence
J. Lacombe	Faculty Representative, Lennoxville
M. Léger	Parent Representative, Saint-Lambert
M. Murphy	Technical Student Representative, Saint-Lambert
F. Paradis	Government Appointee, Socio-Economic Sector
D. Perreault	Faculty Representative, St. Lawrence
D. Shewan (Ex-officio)	Director Constituent College, Saint-Lambert
J. Shufelt	Government Appointee, Enterprise
E. Thananayagam	Technical Graduate, Saint-Lambert
K. Thornhill	Professional Representative, Saint-Lambert

NON-VOTING MEMBERS PRESENT:

B. Toombs	Faculty Representative, Saint-Lambert
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REGRETS:

C. Beaulieu	Government Appointee, University Sector
H. Bélanger	Government Appointee, Regional Labour Market
P. Booth Morrison	Government Appointee, School Board Sector
K. Saint-Jean (non voting member)	Student Representative, Lennoxville
A. Standish	Government Appointee, Enterprise

VACANT SEATS:

Government Appointee, Socio-Economic Sector (Québec)
Parent Representative, Lennoxville
Pre-university Graduate, St. Lawrence

ALSO PRESENT:

Y. Rainville	Director of Material Services & Interim Director of Finance
N. Couderc	Administrative Technician

GUEST:

T. Brennan	Moderator DRH/SG Consultant
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Quorum attained with 15 of 19 sitting voting members present.



Agenda

1. **ANNOUNCEMENTS**
2. **ADOPTION OF AGENDA**
3. **APPROVAL OF MINUTES OF PREVIOUS MEETING**
 - a) Regular Meeting of April 17, 2020
4. **BUSINESS ARISING FROM PREVIOUS MINUTES**
 4. a) Election of a Vice-Chair
 - b) Bylaw 6– Student Fees
 5. Officers’ Reports
 - a) Director, Champlain College Lennoxville
 - d) Director General
 7. b) Private Bill
 - d) Management Personnel Policy
 - e) Bylaw 1 – General administration of Champlain Regional College
 - f) Evaluation of the 2015-2020 Strategic Plan
 - g) Quality Assurance Audit (QAA)
5. **REPORTS**
 - a) Executive Committee
 - b) Constituent College Director, Lennoxville
 - c) Constituent College Director, St. Lambert
 - d) Constituent College Director, St. Lawrence
 - e) Director General
6. **PUBLIC QUESTION PERIOD FOR FIFTEEN MINUTES**
7. **NEW BUSINESS**
 - a) **INFORMATION RE:** COVID-19 update
 - b) **RESOLUTION RE:** DECs & AECs
 - c) **RESOLUTION RE:** AEC in Cybersecurity – Champlain St. Lambert College
 - d) **RESOLUTION RE:** Bylaw 1 – General Administration of Champlain Regional College (Revision)
 - e) **RESOLUTION RE:** Bylaw 5 – Financial Management of the College
 - f) **RESOLUTION RE:** Bylaw 6 – Student fees (Revision)
 - g) **RESOLUTION RE:** Management Personnel Policy Article 10-4 (**Article 12**)

- h) **RESOLUTION RE:** Operating Budget 2020-2021
- i) **INFORMATION RE:** Capital Budget 2020-2021
- j) **RESOLUTION RE:** 2015-2020 Strategic Plan Evaluation Report
- k) **INFORMATION RE:** CEEC Report on Champlain Regional Colleges' application of the IPESA
- l) **INFORMATION RE:** 2019-2020 Annual Operating Plan (AOP) Status Report
- m) **INFORMATION RE:** Vacation reduction plan (update)
- n) **INFORMATION RE:** Vacation 2020-2021 (situation due to COVID-19)
- o) **INFORMATION RE:** Calendar of 2020-2021 meetings
- p) **INFORMATION RE:** Update on new governance structure
- q) **INFORMATION RE:** Report on transition towards the new governance structure
- r) **INFORMATION RE:** Training for Board of Governors and Governing Board members
- s) **INFORMATION RE:** Board membership update
- t) **RESOLUTION RE:** Pre-University Graduate (St. Lawrence) on the Board of Governors
- u) **RESOLUTION RE:** Private Bill
- v) **RESOLUTION RE:** Entente concernant la reproduction d'œuvres littéraires dans les établissements d'enseignement de niveau collégial (Droit d'auteur)
- w) **ELECTIONS:**
 - 1) Chair
 - 2) Vice-Chair
 - 3) Executive Committee
 - 4) Audit Committee
 - 5) Human Resources Committee
 - 6) Governance and Ethics Committee
 - 7) Appeals Committee
 - 8) Renewal Evaluation Committee for the Director General
 - 9) Committee for evaluation of the Director General
 - 10) Committee for evaluation of the Lennoxville Constituent College Director
 - 11) Committee for evaluation of the St. Lawrence Constituent College Director
 - 12) Committee for evaluation of the St. Lambert Constituent College Director

8. ADJOURNMENT

1. ANNOUNCEMENTS AND CORRESPONDENCE

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

Regrets were received from, Carole Beaulieu, H  l  ne B  langer, Pamela Booth-Morrison, and Alan Standish.

The Chair announced that a video prepared by students against racism will be sent by email (due to technical problems in presenting it during the meeting) to all board members and one minute of silence was done to support the cause.

2. MODIFICATION AND ADOPTION OF THE AGENDA

It was moved to adopt the agenda as modified.

- The addition of item v) *Resolution Copibec*, in 7. New Business.
- Postpone the election of standing committees and transfer the responsibilities to the Executive committee until the first meeting of the winter 2021 semester.

MOVED BY: D. DENAULT
SECONDED BY: D. PERREAULT
MOTION CARRIED

There was no call for the vote.

MOVED BY: M. LEGER
SECONDED BY: D. PERREAULT
MOTION CARRIED

3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

a) Regular Meeting of April 17, 2020

It was moved to adopt the minutes of the Regular Meeting of the Board of Governors of April 17, 2020 as presented.

There was no call for the vote.

MOVED BY: D. PERREAULT
SECONDED BY: M. L  GER
MOTION CARRIED

4. BUSINESS ARISING FROM PREVIOUS MEETINGS

4. a) Election of a Vice-Chair

The Director General stated that contacts had been made to render possible the election of a Vice-Chair this evening.

4. b) Bylaw 6 – Student Fees

The Director General reminded Board members that a notice of motion for this bylaw was presented at the April 17, 2020 meeting of the Board of Governors.

5. a) Officers' Report – Champlain College Lennoxville

The Director General confirmed that a special meeting of the Board of Governors will not be necessary.

5. d) Officer's Report – Director General

The Director General spoke about the letters of appreciation that were sent to the *Ministre de l'Éducation et de l'Enseignement supérieur* (MEES) and to the *Ministre de la Santé et des Services Sociaux* (MSSS).

7. b) Private Bill

The Director General drafted a resolution which is part of the Board package for consideration by the Board of Governors.

7. d) Management Personnel Policy

The Director General confirmed that this item was on the agenda as mentioned during the previous meeting.

7. e) Bylaw 1 – General Administration of Champlain Regional College

The Director General reminded Board members that a notice of motion for this bylaw was presented at the April 17, 2020 meeting of the Board of Governors.

7. f) Evaluation of the 2015-2020 Strategic Plan

The Director General reminded Board members that a notice of motion for the Report on the Evaluation of the 2015-2020 Strategic Plan was presented at the April 17, 2020 meeting of the Board of Governors.

7. g) Quality Assurance Audit (QAA)

The Director General explained that a letter was sent to the CEEC explaining that the college needed an extension for the delivery of its QAA. The response received by the CEEC stated that many college visits were postponed to Fall 2020 due to the COVID-19 pandemic.

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 proposed: The Board of Governors recognizes the exceptional leadership of Champlain-Lennoxville students **Deborah Oriane Akpavi**, **Ornella Yele** and **Kerwins Saint-Jean**, for organizing a peaceful march and mobilizing the greater Sherbrooke community in denouncing racism and police brutality.

MOVED BY: N. BEATTIE

SECONDED BY: G. BOURGOING

MOTION CARRIED

Julien Lacombe mentioned requesting additional funding from the Ministry due to the COVID-19 situation. As the Director General meets with the Fédération des cégeps three to five times a week since the beginning of the pandemic, she mentioned that this item is a recurring agenda item and that the MEES is very aware of the financial requests made by the Cégep network on multiple fronts.

It was proposed to send a letter of thanks and appreciation to all members of the college community, on behalf of the Board of Governors, the Director General, the Directors of Constituent Colleges and the student associations, in recognition of their extraordinary efforts in ensuring that our students could complete their Winter 2020 semester.

c) Director, Champlain College Saint-Lambert

D. Shewan spoke to his report.

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.

7. NEW BUSINESS

a) COVID-19 update (INFORMATION)

The Director General spoke to this item stating that the ministry had not recently sent new information regarding the end of the Winter 2020 semester, nor the parameters for the Fall 2020 semester. Nevertheless, the Cégep network is preparing their Summer and Fall 2020 semesters taking into account the 2-meter distance between individuals as well as complying to the rules and regulations of their respective public health sectors. As health and safety measures differ from different areas of the province, the outcomes regarding the preparation of upcoming semesters also vary. It is hoped that the ministry will send a clear set of guidelines regarding international students, internships, residences, and modifications to the RREC before the summer holidays. As usual, once these are received, they will be distributed throughout the Champlain community and to members of the Board of Governors.

b) DECs & AECs (RESOLUTIONS)

N. Beattie spoke to the resolution.

Resolution CRC-2019-042: 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 Secretary General's 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 Secretary General's Office.

Number of DECs at Champlain College Lennoxville: 256

Number of AECs at Champlain College Lennoxville: 0

There was no call for the vote.

MOVED BY: N. BEATTIE
SECONDED BY: J. LACOMBE
MOTION CARRIED

D. Shewan spoke to the resolution.

Resolution CRC-2019-043: 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 Secretary General's 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 Secretary General's Office.

Number of DECs at Champlain College Saint-Lambert: 637

Number of AECs at Champlain College Saint-Lambert: 57*

*(27 of these are from *Reconnaissance des acquis et de compétences* - RAC)

There was no call for the vote.

MOVED BY: D. SHEWAN
SECONDED BY: K. THORNHILL
MOTION CARRIED

E. Berryman spoke to the resolution.

Resolution CRC-2019-044: 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 Secretary General's 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 Secretary General's Office.

Number of DEC's at Champlain-St. Lawrence College: 172

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

There was no call for the vote.

MOVED BY: E. BERRYMAN

SECONDED BY: D. DENAULT

MOTION CARRIED

c) AEC in Cybersecurity – Champlain St. Lambert College [RESOLUTION]

D. Shewan spoke to the resolution.

Resolution CRC-2019-045: AEC in Cybersecurity – Champlain St. Lambert College

WHEREAS the Commission of Studies and Governing Board at Champlain St-Lambert have both unanimously endorsed the Cybersecurity: Prevention and Intervention AEC (LEA.D8); and

WHEREAS the recommendation from the Commission of Studies was conditional on the removal of prerequisite statements on page 18 ('EP:Essential prerequisite; the course must have been taken and passed. RP: Relative prerequisite; the course must have been taken and received a mark of 50% or higher to be eligible for registration.') All prerequisites will be in compliance with the norms set by Champlain Saint-Lambert College; and these modifications have now been made to the program document; and

WHEREAS this AEC program responds to local needs; and

WHEREAS the program complements the College's offerings in the information technology sector;

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

There was no call for the vote.

MOVED BY: D. SHEWAN

SECONDED BY: D. PERREAULT

MOTION CARRIED

d) Bylaw 1 – General Administration of Champlain Regional College - Revision [RESOLUTION]

The Director General spoke to the resolution.

Resolution CRC-2019-046: Bylaw 1 – General Administration of Champlain Regional College

WHEREAS there are changes occurring in management personnel positions at the administrative office of Champlain Regional College due to the new governance structure; and

WHEREAS these changes should be reflected in Bylaw Number 1; and

WHEREAS revisions to Bylaw 1 have been proposed and reviewed by the Senior Management Committee on May 12th in regards to these changes; and

WHEREAS a notice of motion for the revision of the bylaw was made at the regular Board meeting of April 17, 2020 as required by Bylaw 1; and

WHEREAS during its regular meeting on May 27, 2020, the Executive Committee recommended the proposed revisions of Bylaw 1 to the Board of Governors;

BE IT THEREFORE RESOLVED that the Board of Governors adopts the proposed revision of Bylaw 1 as presented.

There was no call for the vote.

MOVED BY: D. SHEWAN

SECONDED BY: N. BEATTIE

MOTION CARRIED

e) Bylaw 5 – Financial Management of the College [RESOLUTION]

The Director General spoke to the resolution.

Resolution CRC-2019-047: Bylaw 5 – Financial Management of the College

WHEREAS the adoption of the new Letters Patent by the Cabinet of Ministers on August 21, 2019 and the publication in the Official Gazette on September 4 moving Champlain Regional College to Chapter II of the Colleges Act; and

WHEREAS a notice by the *ministre de l'Éducation et de l'Enseignement supérieur*, Jean-François Roberge, was entered in the *Gazette officielle du Québec* on April 14, 2020 in accordance with section 5 of the Colleges Act (RLRQ, c. C-29), that Letters Patent were issued on December 6, 2019 to the *Cégep régional Champlain et ses collèges constituants* in replacement of the Letters Patent issued to Champlain Regional College of General and Vocational Education; and

WHEREAS these Letters Patent were registered on December 18, 2019 in the register 1553, sheet 35 by the *sous-registrare adjointe du Québec*; and

WHEREAS the entry into force of these Letters Patent was made on May 1, 2020, 15 days after publication in the *Gazette Officielle du Québec*; and

WHEREAS the Subcommittee of the Champlain Regional College Board of Governors, with the support of ministerial appointees Mr. Beauchesne and Mr. Brassset, have reviewed and updated Bylaw 5 over the 2018-2019 academic year to reflect the required changes under the new governance structure; and

WHEREAS working sessions of the Board of Governors were held in 2018-2019 to review, discuss and make further recommendations regarding the elements contained in Bylaw 5; and

WHEREAS there are changes occurring in management personnel positions at the administrative office of Champlain Regional College due to the new governance structure; and

WHEREAS these changes should be reflected in Bylaw 5; and

WHEREAS Bylaw 5 has further been examined and revisions have been proposed by the Senior Management Committee (SMC) on May 12th in regards to the new governance structure; and

WHEREAS these revisions have been identified in red in the attached draft Bylaw 5 document for sake of transparency; and

WHEREAS during its regular meeting on May 27, 2020, the Executive Committee has reviewed and recommended the proposed Bylaw 5 to the Board of Governors;

BE IT THEREFORE RESOLVED that the Board of Governors of Champlain Regional College approves the proposed Bylaw 5 as presented.

There was no call for the vote.

MOVED BY: D. SHEWAN

SECONDED BY: D. PERREAULT

MOTION CARRIED

A notice of motion was made to make a change to bylaw 5 (article 3.2.3) at the next meeting of the Board of Governors.

MOVED BY: D. SHEWAN

SECONDED BY: J. LACOMBE

MOTION CARRIED

f) Bylaw 6 – Student fees [RESOLUTION]

D. Shewan spoke to the resolution.

Resolution CRC-2019-048: Bylaw 6 – Student Fees - Revision

WHEREAS members of the Champlain Saint-Lambert Governing Board adopted a resolution supporting the creation of a new service for transfer of academic files to another institution; and

WHEREAS the text of Bylaw 6 has been revised to incorporate the collection of fees for a new service through the addition of Article 3.6.4; and

WHEREAS a notice of motion for the revision of the bylaw was made at the regular Board of Governors meeting of January 29, 2020 as required by Bylaw 1; and

WHEREAS the draft revision of the bylaw was sent for consultation to the management teams of the constituent colleges; and

WHEREAS; the Senior Management Committee has prepared the revised bylaw for presentation to the Executive Committee for consideration; and

WHEREAS during its regular meeting on May 27, 2020, the Executive Committee has reviewed and recommended the proposed revision to Bylaw 6 to the Board of Governors;

BE IT THEREFORE RESOLVED that the Board of Governors adopts the proposed revision of Bylaw 6 as presented.

There was no call for the vote.

MOVED BY: D. SHEWAN

SECONDED BY: M. LÉGER

MOTION CARRIED

g) Management Personnel Policy Article 10-4 (Article 12) [RESOLUTION]

The Director General spoke to the resolution.

**Resolution CRC-2019-049: Management Personnel Policy Article 10-4 – Vacation
(Article 12)**

WHEREAS on November 30, 2018 the Board of Governors adopted resolution number 3154-*Management of potential financial risks (Audit Committee follow-up)* identifying vacation accrual as one of the serious potential financial risks for Champlain Regional College; and

WHEREAS at its meeting of November 14, 2018 the Audit Committee had passed a resolution recommending that the Board of Governors ask the Director General to work with the directors to develop a plan that both deals with the current issues and puts mechanisms in place to prevent the reoccurrence of these issues and that this plan be presented to the Board at its meeting of January 30, 2019; and

WHEREAS on June 14, 2019 a vacation reduction plan, prepared by all directors of the college was presented to the Board of Governors; and

WHEREAS to prevent the reoccurrence of vacation accrual and in an additional effort to reduce vacation banks, the Senior Management Committee (SMC) sought information from three ministerial entities and the Fédération des cégeps in order to draft a revised article 10-4 Vacation of the Management Personnel Policy; and

WHEREAS local committees of the *Association des cadres des collèges du Québec (ACCQ)*, as well as management members who are not members of the ACCQ were consulted, from June 2019 to May 2020, regarding article 10-4 Vacation of the Management Personnel Policy; and

WHEREAS all requests for additional information was responded to, taking into consideration the results of the consultation in preparing the final draft of article 10-4 of the policy; and

WHEREAS responses were provided to stakeholders' suggested changes and adjustments; and

WHEREAS work was done with the SMC to prepare the revised text to article 10-4 of the policy for presentation to the Executive Committee for consideration; and

WHEREAS the revised text to article 10-4 of the policy has been presented to the Executive Committee for consideration during its regular meeting on May 27, 2020; and

WHEREAS the Executive Committee recommended the proposed modifications to Article 10-4 of the Management Personnel Policy to the Board of Governors;

BE IT THEREFORE RESOLVED that the Board of Governors adopts Article 10-4 of the Management Personnel Policy pertaining to the annual vacation to read as follows:

10-4.00 **Annual Vacation**

10-4.01 The College establishes a vacation policy for its management.

10-4.02 The annual vacation for management is set at thirty (30) working days.

10-4.03 The acquisition period for the purposes of annual vacation shall begin on June 1st of the current year and end on May 31st of the following year.

In all cases of a disability leave exceeding six (6) months, the length of vacation is reduced in accordance with articles 44.1 and 61¹ of the Regulation.

Any unpaid leave for more than 20 days reduces the length of vacation in accordance with section 44.1 of the Regulation, subject to the chapter on parental rights.

10-4.04 Upon prior agreement with their Director, a management member may purchase additional vacation time up to a maximum of two (2) weeks per year. The additional days of vacation are purchased by reducing a management member's basic salary by 0.4% for each additional day (1.93% per additional week), in excess of the allotted vacation, as per the preceding paragraph. These additional weeks must be taken in the year following their acquisition.

10-4.05 Management members must present their immediate superior with a vacation planner for the upcoming academic year prior to May 1st. Once the planner is approved by the Director, a copy is submitted to the local Human Resources Service and the original is sent to Human Resources in Sherbrooke, by May 31st to finalize vacation planning.

Any modification to the vacation plan must be submitted in writing and receive the prior approval of the manager's immediate superior before they can be taken.

All vacation days should be taken in the year they are allocated. Management members who are unable to take their vacation during the scheduled period, for exceptional reasons or at the request of the College, may defer it to a later date following agreement with their Director.

Management members shall be permitted to have a maximum of ten (10) days in their accumulated vacation bank and this, upon approval of their Director.

10-4.06 At the time of adoption of this revised section (10-4.00) of the Policy, management members with an amount of time exceeding ten (10) days in their accumulated vacation bank must agree to a plan with their Director to ensure that this bank is reduced to no more than ten (10) days by May 31, 2023.

10-4.07 Vacation days have no monetary value. However, when a management member leaves the employ of the College, any unused or accrued vacation shall be paid in conformity with the provisions of section 10-4.00 of this Policy. In the event of death, this payment shall be made to the management member's estate.

¹ **Article 44.1** Le nombre de jours de vacances établi selon la politique de gestion est diminué lors d'une ou de plusieurs absences en maladie totalisant au moins six mois pendant l'année de référence. Il en est de même pour les absences sans traitement de plus de vingt jours, sous réserve du chapitre sur les droits parentaux.

Dans ces situations, le nombre de jours de vacances octroyés au cadre est calculé selon la formule suivante :

Nombre de jours de vacances déterminé par la politique de gestion X nombre de jours considérés avec traitement pendant l'année de référence

260 jours ouvrables

Article 61. Lorsque le collège l'autorise, le cadre qui reçoit des prestations d'assurance salaire peut bénéficier d'une période de retour progressif pourvu que, pendant cette période, il accomplisse les fonctions reliées à l'emploi qu'il occupait avant son invalidité totale ou à tout autre emploi comportant une rémunération similaire qui lui est offerte par le collège. Cette période n'excède normalement pas 6 mois consécutifs et ne peut avoir pour effet de prolonger la période d'invalidité totale au-delà des 104 semaines du régime d'assurance salaire de courte durée. Au cours de cette période, le cadre reçoit le traitement pour le travail effectué ainsi que les prestations d'assurance salaire calculées au prorata du temps non travaillé. Il est réputé en invalidité totale pendant cette période, continuant d'être assujéti à son régime d'assurance salaire.

An in camera session was called at 8:06 pm, moved by N. Beattie seconded by G. Bourgoing approved with majority vote with no against nor abstention.

It was moved at 8:18pm by D. Shewan and seconded by O. Côté to end the in camera session.

There was no call for the vote.

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

h) Operating Budget 2020-2021 [RESOLUTION]

Y. Rainville spoke to the resolution.

Resolution CRC-2019-050: Operating Budget 2020-2021

WHEREAS the Ministry's initial allocation for 2020-2021 has not been presented; and

WHEREAS the Ministry has announced that colleges should build their 2020-2021 budget using the same figures as 2019-2020 with a cost of living indexation; and

WHEREAS Champlain – St. Lawrence has prepared and adopted by resolution at its May 20, 2020 Governing Board meeting a balanced budget of the financial year 2020-2021; and

WHEREAS Champlain – Saint-Lambert has prepared and has by resolution at its May 26, 2020 Governing Board meeting a balanced budget of the financial year 2020-2021; and

WHEREAS Champlain – Lennoxville has prepared and will adopt by resolution at its June 02, 2020 Governing Board meeting a balanced budget of the financial year 2020-2021; and

WHEREAS Administrative Services has prepared and presented for recommendation to each Constituent College a balanced budget for the financial year 2020-2021; and

WHEREAS Champlain Regional College has prepared a consolidated balanced budget of the financial year 2020-2021 for a total of \$ 57,779,830; and

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

WHEREAS during its regular meeting on May 27, 2020, the Executive Committee recommended the proposed 2020-2021 Consolidated Operating Budget for Champlain Regional College to the Board of Governors;

BE IT THEREFORE RESOLVED that the Board of Governors adopts the 2020-2021 consolidated Operating Budget for Champlain Regional College as tabled.

There was no call for the vote.

MOVED BY: D. SHEWAN
SECONDED BY: M. LÉGER
MOTION CARRIED

D. Shewan sent the following explanation for his operating budget:

The variance noted in Pedagogical Services at Saint-Lambert is explained almost entirely by the fact that one position appears on the Salary & Benefits line in 20-21, whereas in the 19-20 year, it was listed as a consulting expense.

N. Beattie sent the following explanation for her operating budget:

The reduction in the Champlain-Lennoxville pedagogical services budget line is due to exceptional contract costs incurred in the fall 2019 semester and which are not recurrent. There they have not been budgeted for the coming year. It would be worth noting that these costs were included in the 2019-2020 budget revision adopted in the early winter of 2020.

i) Capital Budget 2020-2021 [INFORMATION]

Y. Rainville spoke to this item stating that the ministry postponed the capital budget to Fall 2020.

j) 2015-2020 Strategic Plan Evaluation Report [RESOLUTION]

The Director General spoke to the resolution.

Resolution CRC-2019-051: 2015-2020 Strategic Plan Evaluation Report

WHEREAS Champlain Regional College, as required by Section 16.1 of the *General and Vocational Colleges Act*, has a multi-year strategic plan, the current version of which was approved by the Board of Governors in January 2015 and covers the period 2015–2020; and

WHEREAS the *Administrative Framework on College Planning* calls for the evaluation of the strategic plan one year prior to the end of its scheduled duration in order to facilitate development of the next strategic plan; and

WHEREAS a plan for evaluating the 2015–2020 Strategic Plan was approved by the Board of Governors at its meeting of April 12, 2019; and

WHEREAS an evaluation of the 2015–2020 Strategic Plan was carried out based on that plan and a report on the results was prepared; and

WHEREAS consultation on the draft evaluation report was undertaken for a 3-week period between April 14 and May 4, 2020 at all locations of Champlain Regional College; and

WHEREAS no feedback was received that necessitated any revisions to the draft report; and

WHEREAS the Governing Board of Champlain College Lennoxville has reviewed and discussed the report at its meeting of June 2, 2020 and has recommended that the report be approved; and

WHEREAS the Governing Board of Champlain College Saint-Lambert has reviewed and discussed the report at its meeting of May 26, 2020 and has recommended that the report be approved; and

WHEREAS the Governing Board of Champlain – St. Lawrence College has reviewed and discussed the report at its meeting of June 3, 2020 and has recommended that the report be approved; and

WHEREAS the Executive Committee has reviewed and discussed the report at its meeting of May 27, 2020 and has recommended that the report be approved; and

WHEREAS the Board of Governors has reviewed and discussed the report at its meeting of June 12, 2020;

BE IT THEREFORE RESOLVED that the Board of Governors of Champlain Regional College approves the report, *Evaluation of the 2015-2020 Strategic Plan*.

There was no call for the vote.

MOVED BY: D. SHEWAN

SECONDED BY: M. LÉGER

MOTION CARRIED

B. Toombs mentioned that the report was a very good document and that, in the future, data could be divided by employee groups (faculty, professionals and support staff). Furthermore, though we often use measurable outcomes, qualitative outcomes could also be considered.

There was a motion to thank Brian Denison for the excellent work on the report.

MOVED BY: D. SHEWAN

SECONDED BY: F. PARADIS

MOTION CARRIED

k) CEEC Report on Champlain Regional Colleges' application of the IPESA [INFORMATION]

The Director General spoke to this item stating that Champlain had received the final letter and recommendations from the CEEC and that the Constituent Colleges could now work with these recommendations to formulate their local IPESAs.

l) 2019-2020 Annual Operating Plan (AOP) Status Report [INFORMATION]

The Director General spoke to this item explaining the highlights of the report.

m) Vacation reduction plan (update) [INFORMATION]

The Director General spoke to this item stating that the bank of accumulated vacation had been reduced for 2019-2020. With recent revisions to the Management Personnel Policy, this should help further reduce accrued vacation.

n) Vacation 2020-2021 (situation due to COVID-19) [INFORMATION]

The Director General spoke to this item stating that in the Cégep network, there did not seem to be any changes to vacation scheduling due to the COVID-19. Only employees whose work was slowed due to the pandemic were asked to take vacation during this quiet time in their area between March 13 and June 2020; and employees who worked in the health sector, as requested by the Prime Minister and MEES during the COVID, could be compensated under specific parameters.

o) Calendar of 2020-2021 meetings

The Calendar of 2020-2021 meetings of the Board of Governors was presented.

p) Update on new governance structure [INFORMATION]

The Director General spoke to this item stating that she received two calls from the Director General of *Services Québec Estrie* regarding a member from the *Estrian Conseil régional des partenaires du marché du travail* (CRPMT) who would be interested in occupying a vacant seat on Champlain's Board of Governors. Services Québec was to provide that name to the Ministry by the end of May 2020. With a last verification with the Ministry on June 9 regarding vacant positions on the Board, consultations are terminated in regards to the Socioeconomic and CRPMT members. The position for a School Board member is presently in consultation. The ministry will send names to the college as soon as they are confirmed. The Director General will continue regular follow ups with the ministry regarding membership on the Board of Governors.

q) Report on transition towards the new governance structure [INFORMATION]

The Director General spoke to this item stating that a lot of work had been done regarding the Letters Patent, implementing the Board of Governors, three Governing Boards, three Commissions of Studies, Bylaws 1, 3, 5 and 6, as well as the Management Personnel Policy. A reference report to assess the process as well as how we did over the past year will be prepared in Fall 2020.

r) Training for Board of Governors and Governing Board members [INFORMATION]

The Chair spoke to this item stating that he did reach out to the Governing Board Chairs and that the training will be addressed at the beginning of Fall 2020. Work will start in the summer to identify needs and to find the best suited trainer regarding Champlain's multi-regional structure under Chapter II of the Colleges Act.

s) Board membership update [INFORMATION]

The Director General presented the Board membership update during item 7. o) of the agenda.

t) Pre-University Graduate (St. Lawrence) on the Board of Governors [RESOLUTION]

The Director General spoke to the resolution.

Resolution CRC-2019-052: Pre-University Graduate (St. Lawrence) on the Board of Governors

WHEREAS in fall 2019 it was recommended by the Board of Governors to apply the proposed rotation in filling the seats to the upcoming new Board of Governors for the Regional College; and

WHEREAS the rotation schedule indicated the pre-university graduate seat to be filled by a graduate from Champlain St. Lawrence College; and

WHEREAS the pre-university graduate representative from Champlain St. Lawrence College, resigned from his position on March 9, 2020; and

WHEREAS according to Bylaw 1, it is the duty of the Secretary General to notify the Board of any vacancy that has occurred since the last meeting of the Board; and

WHEREAS the interim Secretary General informed the Board on March 13, 2020 that the pre-university graduate representative from Champlain-St. Lawrence College had resigned; and

WHEREAS according to Bylaw 1, in such a situation, another representative from the same location will be nominated to finish the mandate; and

WHEREAS the interim Secretary General, in collaboration with the Champlain St. Lawrence Director of Constituent College, proceeded with a call for nominations, which ran from April 15, 2020 to May 1, 2020; and

WHEREAS six (6) qualified candidatures were received and presented to the Executive Committee at its regular meeting of May 27, 2020; and

WHEREAS the Executive Committee discussed the candidatures and recommended the nomination of Mr. Maxime Chabot as the Pre-University Graduate to the Board of Governors; and

WHEREAS in the event that Mr. Chabot would not be able to accept the appointment, Ms. Mariève Barcelo-Després would be nominated and, if not possible, Mr. Eric Walling would be nominated for recommendation to the Board of Governors;

Be it therefore resolved that the Board of Governors nominates Mr. Maxime Chabot as the Pre-University Graduate to the Regional College Board of Governors to continue the three (3) year mandate, which ends on October 25, 2022.

There was no call for the vote.

MOVED BY: D. PERREAULT

SECONDED BY: J. LACOMBE

MOTION CARRIED

At 9:11 pm it was moved to continue the meeting for another 30 min.

MOVED BY: M. LÉGER

SECONDED BY: N. BEATTIE

MOTION CARRIED

u) Private Bill – Addition of a third teacher member at the Board of Governors [RESOLUTION]

The Director General spoke to the resolution.

Resolution CRC-2019-053:

Private Bill – Addition of a third teacher member at the Board of Governors

WHEREAS Champlain Regional College of General and Vocational Education provided regular teaching at three campuses in three different administrative regions: Champlain St. Lawrence in the Québec administrative region; Champlain Lennoxville in the Estrie administrative region; and Champlain St. Lambert in the Montérégie administrative region; and

WHEREAS at the moment of the creation of Champlain Regional College of General and Vocational Education in 1971, the teaching staff of regular teaching of each campus where Champlain Regional College of General and Vocational Education provided teaching had a representative sitting on the College's Board of Governors; and

WHEREAS subparagraph *f* of the first paragraph of section 8 of the General and Vocational Colleges Act (R.S.Q., chapter C-29) was amended by the Act to amend the General and Vocational Colleges Act and other legislative provisions (1993, chapter 25); and

WHEREAS as a result of the amendment, representation of the teaching staff on the College's Board of Governors was reduced to two teachers as of July 1, 1993; and

WHEREAS it was in the public interest that the members of the teaching staff of each campus of the College be represented on the College's Board of Governors and that each representative be elected only by and among the members of the teaching staff of the campus he represented; and

WHEREAS at that moment in time it was expedient to grant the request of Champlain Regional College of General and Vocational Education as set out in Resolution no. 1602 adopted by the College's Board of Governors on November 3, 1995 at its regular meeting; and

WHEREAS the Parliament of Québec enacted as follows:

1. Section 8 of the General and Vocational Colleges Act (R.S.Q., chapter C-29) was amended for Champlain Regional College by replacing subparagraph *f* of the first paragraph by the following subparagraph:

“(f) one member of the non-teaching professional staff and one member of the support staff of the College, elected by their peers, and one teacher for each campus where the College provides teaching, elected by and from among his peers on the campus he represents”

2. This Act came into force on December 23, 1996.

WHEREAS a notice by the *ministre de l'Éducation et de l'Enseignement supérieur*, Jean-François Roberge, was entered in the *Gazette officielle du Québec* on April 14, 2020 in accordance with section 5 of the Colleges Act (RLRQ, c. C-29), that Letters Patent were issued on December 6, 2019 to the *Cégep régional Champlain et ses collèges constituants* in replacement of the Letters Patent issued to Champlain Regional College of General and Vocational Education; and

WHEREAS these Letters Patent were registered on December 18, 2019 in the register 1553, sheet 35 by the *sous-registratre adjointe du Québec*; and

WHEREAS the entry into force of these Letters Patent was made on May 1, 2020, 15 days after publication in the *Gazette Officielle du Québec*; and

WHEREAS the Letters Patent describe that Champlain Regional College of General and Vocational Education has been replaced by *Cégep régional Champlain (under the English name of Champlain Regional College) et ses collèges constituants* under the Colleges Act, thus changing the appellation of campuses to constituent colleges; and

WHEREAS the three constituent colleges of *Champlain Regional College* still remain in same three distinct administrative region of Quebec (Champlain-St. Lawrence College in the Québec administrative region, Champlain College Lennoxville in the Estrie administrative region and Champlain College Saint-Lambert in the Montérégie administrative region); and

WHEREAS *Cégep régional Champlain* and its three constituent colleges are now under Chapter II of the Colleges Act, which no longer provides for a third teaching staff member at the Regional College's Board of Governors; and

WHEREAS it is in the public interest that the members of the teaching staff of each constituent college be represented on the regional college's Board of Governors and that each representative be elected only by and among the members of the teaching staff of the constituent college where she/he is employed;

WHEREAS on May 27, 2020, at its regular meeting the Executive Committee recommended that the Board of Governors adopt this resolution;

BE IT THEREFORE RESOLVED that the Board of Governors of Champlain Regional College request to the *Ministère de l'Éducation et de l'Enseignement supérieur (MEES)* to make an amendment to Article 33 g) of Chapter II of the General and Vocational Colleges Act (RSQ chapter C-29), adding a third teaching staff member, elected by their peers, to be a member of the Board of Governors, with all the related rights, including the right to vote.

There was no call for the vote.

MOVED BY: M. LÉGER
SECONDED BY: D. SHEWAN

MOTION CARRIED

v) Entente concernant la reproduction d'œuvres littéraires dans les établissements d'enseignement de niveau collégial (Droit d'auteur) [RESOLUTION]

The director General spoke to the resolution.

Resolution CRC-2019-054: Entente concernant la reproduction d'œuvres littéraires dans les établissements d'enseignement de niveau collégial (Droit d'auteur)

CONSIDÉRANT que l'entente intervenue avec la Société québécoise de gestion collective des droits de reproduction (Copibec) concernant la reproduction d'œuvres littéraires dans les établissements d'enseignement de niveau collégial, entrée en vigueur le 1^{er} juillet 2017, prendra fin le 30 juin 2020;

CONSIDÉRANT que le contexte créé par la pandémie de la COVID-19 et les mesures sanitaires gouvernementales prises afin de protéger la population rendaient très difficile la négociation d'une nouvelle entente concernant la reproduction d'œuvres dans les établissements d'enseignement collégial pour la période s'étendant du 1^{er} juillet 2020 au 30 juin 2023;

CONSIDÉRANT que les parties à l'entente ont collectivement exprimé l'intention de prolonger la durée de la convention pour une année supplémentaire, soit du 1^{er} juillet 2020 au 30 juin 2021, au moyen d'un addenda, et qu'elles sont parvenues à une entente de principe à cette fin;

CONSIDÉRANT l'adoption par le conseil des directions générales de la Fédération des cégeps, le 29 mai 2020, de l'entente de principe négociée relativement à la reproduction d'œuvres littéraires dans les établissements d'enseignement collégial;

IL EST RÉSOLU:

D'ADHÉRER à l'entente concernant la reproduction d'œuvres littéraires dans les établissements d'enseignement de niveau collégial annexée aux présentes;

D'AUTORISER le président-directeur général de la Fédération des cégeps, monsieur Bernard Tremblay, à signer pour et au nom du Cégep régional Champlain cette entente.

There was no call for the vote.

MOVED BY: D. PERREAULT

SECONDED BY: M. LÉGER

MOTION CARRIED

w) Elections

In regards to elections, the Moderator, on behalf of the Interim Secretary General, spoke to the election process.

The Board elects annually, at the last regular Board meeting of the financial year, a Chair and a Vice-Chair. Only external Governors are eligible for this position. (Reference: Bylaw 1, Articles 4.3 and 4.4)

Election of Chair

The moderator opened the floor for nominations.

Proposed	Moved by:	Seconded by:	Accepted:
F. Paradis	D. Perreault	J. Lacombe	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

The moderator called three times for further nominations. Being no further nominations, it was moved by J. Shufelt to close nominations. F. Paradis was declared *Chair* by acclamation.

Election of Vice-Chair

The moderator opened the floor for nominations.

Proposed	Moved by:	Seconded by:	Accepted:
M. Léger	D. Denault	D. Shewan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

The moderator called three times for further nominations. Being no further nominations, it was moved by D. Shewan and N. Beattie to close nominations. M. Léger was declared *Vice-Chair* by acclamation.

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.

Members, other than ex officio members, are elected annually at the last regular Board meeting of the financial year.

The moderator opened the floor for external member nominations.

Proposed External	Moved by:	Seconded by:	Accepted:
G. Bourgoing	F. Paradis	D. Shewan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

The moderator called three times for further nominations. Being no further nominations, it was moved by F. Paradis and K. Thornhill to close nominations

G. Bourgoing was declared *External Member of the Executive Committee* by acclamation.

The moderator opened the floor for internal member nominations.

Proposed Internal	Moved by:	Seconded by:	Accepted:
D. Perreault	D. Denault	F. Paradis	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

The moderator called three times for further nominations. Being no further nominations, it was moved by N. Beattie and D. Shewan to close nominations.

D. Perreault was declared *Internal Member of the Executive Committee* by acclamation.

Audit, Human Resources, Governance & Ethics, and Appeals Committees

Due to the number of committees of the Board of Governors and the fact that there are still many vacant seats at the Board, governors adopted a resolution to shift the responsibilities of some committees to the Executive Committee until the first Board meeting of the Winter 2021 semester. Therefore, the election of members for the following committees have been postponed:

1. Audit Committee
2. Human Resources Committee
3. Governance and Ethics Committee
4. Appeals Committee

MOVED BY: D. SHEWAN

SECONDED BY: D. DENAULT

MOTION CARRIED

Election of Members of the Annual Performance Evaluation of the Director General

The moderator opened the floor for nominations.

Proposed External	Moved by:	Seconded by:	Accepted:
M. Chabot	F. Paradis	M. Léger	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
M. Léger	F. Paradis	D. Shewan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

The moderator called three times for further nominations. Being no further nominations, it was moved by F. Paradis and seconded by D. Perreault to close nominations.

M. Chabot and M. Léger were declared *Members of the Annual Performance Evaluation of the Director General* by acclamation.

Annual Performance Evaluation of the Directors of Constituent Colleges

The evaluators can only be external Governors (Reference: Bylaw 3, Article 4.1).

Note: The Director of Constituent College Evaluation Committee includes:

- The Director General;
- The Chair of the Governing Board; and
- The Chair of the Board of Governors.

8. ADJOURNMENT

The Chair thanked the student representatives, Gabrielle Gerdes, Meagan Murphy and Kerwin Saint-Jean for their contribution to and involvement on the Board of Governors.

Motion to adjourn the meeting by D. Perreault at 21:29 p.m.

François Paradis
Chairperson

Odette Côté
Interim Secretary General