

**CHAMPLAIN REGIONAL COLLEGE  
REGULAR BOARD OF GOVERNORS MEETING  
HELD JANUARY 28, 2015 AT 7P.M.  
BY VIDEOCONFERENCE**

**MINUTES** of a regular meeting of the Board of Governors of Champlain Regional College held by videoconference at 7 p.m. on January 28, 2015.

**MEMBERS PRESENT:**

B.-A. Bacon	Government Appointee – University
N. Bérubé	Technology Student – Lennoxville Campus
L. Birch	Faculty – St. Lawrence Campus
A. Chrétien	Support Staff – College Administration
B. Crane	Faculty – St. Lambert Campus
A. Gascon	Parent Representative – St-Lambert Campus
S. Gilbert-Fowlis	Technology Graduate – Lennoxville Campus
P. Kaeser	Director of Studies, Interim
V. McLeod	Government Appointee
M. Murray ( <b>Chairperson</b> )	Government Appointee
L. Pépin	Professional – Lennoxville
K. Robertson	Director General
D. Sangster	Faculty – Lennoxville Campus
P. Simard	Government Appointee

**ALSO PRESENT:**

E. Berryman	Director, St. Lawrence Campus
G. Brown	Dean of Student Services, St. Lawrence Campus
M. Filion	Director, Human Resources/Secretary General
C. Filteau	Director, Lennoxville Campus, Interim
P. Harvey	Continuing Education, Lennoxville Campus
J. Mercier	Director, Finance
Y. Rainville	Director, Material Resources
G. Sheehy	Consultant
D. Shewan	Director, St. Lambert Campus
B. Suitor	Administration Technician

The public in attendance consisted of members of the St. Lawrence and St. Lambert Campus communities.

**ABSENT:**

H. Guitard	Government Appointee
J. Lightbound	Pre-University Graduate – St. Lawrence Campus
A. Newman	Parent Representative – St. Lawrence Campus
A. Perron	Pre-University Student – St. Lawrence Campus
J. Shufelt ( <b>Vice-Chairperson</b> )	Government Appointee

## AGENDA

**2015-01-1 ANNOUNCEMENTS**

**2015-01-2 MODIFICATIONS AND ADOPTION OF AGENDA**

**2015-01-3 APPROVAL OF MINUTES OF PREVIOUS MEETING(S)**  
- Regular Meeting of November 26, 2014

**2015-01-4 BUSINESS ARISING FROM PREVIOUS MINUTES**

**2015-01-5 PUBLIC QUESTION PERIOD FOR FIFTEEN MINUTES**

**2015-01-6 NEW BUSINESS**

**1) PRESENTATION RE:** Update Director of Studies Position Review (Ginette Sheehy)

**ITEMS OF AN ACADEMIC NATURE:**

**2) RESOLUTION RE:** DECs & AECs

**3) RESOLUTION RE:** Lennoxville Evaluation Report: English Department

**4) RESOLUTION RE:** Lennoxville Evaluation Report: Physical Education Department

**5) RESOLUTION RE:** Lennoxville AEC: International Business 1 (LCA.3M)

**6) UPDATE RE:** Institutional Policy on the Management of Academic Programs

**ITEMS RELATED TO GOVERNANCE AND STATUTORY REQUIREMENTS:**

**7) RESOLUTION RE:** Revision of Bylaw 1

**8) RESOLUTION RE:** Code of Ethics and Professional Conduct for the Members of the Board of Governors

**9) RESOLUTION RE:** CSAP 2015-2020

**10) RESOLUTION RE:** St. Lambert: Signing Authority – Transport Canada Agreement

**11) RESOLUTION RE:** Additional Compressions in 2014-2015

**12) RESOLUTION RE:** Voting Delegates to the Colleges and Institutes Canada Annual Conference, Winnipeg, Manitoba, May 24-26

**13) RESOLUTION RE:** Delegation of Signing Authority under Law 15

**14) INFORMATION RE:** Relationship between College and Related Foundations

**15) INFORMATION RE:** Shared Services provided by College Administration

**16) RESOLUTION RE:** Appointment of Interim Director General

**17) ELECTION:** External Member to the Executive Committee

**2015-01-7 OFFICERS REPORTS**

A) Directors:

- 1) Lennoxville
- 2) St. Lambert
- 3) St. Lawrence

B) Director of Studies

- Commission of Studies Meeting of January 14<sup>th</sup>, 2015

C) Director General

- Executive Committee Meeting of January 14<sup>th</sup>, 2015

**2015-01-8 ADJOURNMENT**

**2015-01-1 ANNOUNCEMENTS**

Regrets were received from H. Guitard.

The Chairperson welcomed Mr. Edward Berryman as the new St. Lawrence Campus Director.

The Chairperson indicated that it is with regret that the resignation of J. Hobbs was received.

**2015-01-2 MODIFICATIONS AND ADOPTION OF THE AGENDA**

It was moved by L. Birch and seconded by D. Sangster that the agenda be adopted as modified to add a discussion item regarding the circulation of Board documents.

**2015-01-3 APPROVAL OF THE MINUTES OF PREVIOUS MEETING(S)**

- Regular Meeting November 26, 2014

It was moved by K. Robertson, seconded by L. Pépin that the minutes of the regular meeting of November 26, 2014 be adopted as amended to remove a sentence and modify the item order to reflect the sequence of the meeting.

B. Crane voiced his opposition to the revision of Bylaw being on the agenda given that he believed that the Notice of Motion included in the November 28<sup>th</sup>, 2014, Board meeting had been tabled. The Director General indicated that this item was an information item. The Chairperson included that a Notice of Motion does not require discussion or a decision of the Board. He considered that notice was given at the November 28<sup>th</sup>, 2014, meeting, and therefore would move forward as presented.

**2015-01-4 BUSINESS ARISING FROM PREVIOUS MINUTES**

There was no business arising from previous minutes.

**2015-01-5 PUBLIC QUESTION PERIOD FOR FIFTEEN MINUTES**

C. Kerr inquired as to the budget made available to carry out the mandate of the Director of Studies position review. It was answered that the mandate is within the budget for the Director of Studies' Office.

L. Gauthier inquired as to the specific amount to be disbursed related to this mandate, the functioning of the reporting for this review, and how the consultant was chosen. The Director General indicated that the consultant was chosen from among the candidates recommended by the *Centre collégial de services regroupés* (CCSR) to carry out such mandates due to her vast knowledge of the college system and her past experience, which includes faculty, Director of Studies and Director General. The preparation of the report would be approximately 25 days at standard rates as established by the CCSR, which would amount to roughly \$15,000. The Report will be presented to the Board at the March 20<sup>th</sup>, 2015 meeting.

J. McCalla inquired as to the reason for the need to appoint an Interim DG. It was answered that this item is already on the agenda and will be dealt with at that time.

**2015-01-6 NEW BUSINESS**

**1. PRESENTATION RE: Update Director of Studies Position Review (Ginette Sheehy)**

The Director General introduced Ms. Sheehy and invited her to explain her plan in carrying out the mandate of studying the responsibilities, role, functions, and structure of the DS position. Ms. Sheehy presented the dimensions at study, the participants and tools, and the proposed mandate schedule.

The Director General encouraged all who have thoughts on the Director of Studies position to communicate them to Ms. Sheehy to help with her future recommendations.

The Chairperson thanked Ms. Sheehy for her presentation.

**ITEMS OF AN ACADEMIC NATURE:**

**2. RESOLUTION RE: DECs & AECs**

**RESOLUTION No. 2870**

**DIPLOMAS FOR COLLEGIAL STUDIES (DECS) AND ATTESTATIONS FOR COLLEGIAL STUDIES (AECS)**

All necessary records having been submitted and verified, it is moved by P. Kaeser, seconded by V. McLeod and carried that CHAMPLAIN REGIONAL COLLEGE (Lennoxville Campus, St. Lambert Campus and St. Lawrence Campus) recommend that a Diploma for Collegial Studies or an Attestation for Collegial Studies be issued to the students whose names appear on the attached lists.

Number DEC/AECs at each campus:

Lennoxville	DEC#	61	AEC#	24
St. Lambert	DEC#	192	AEC#	27
St. Lawrence	DEC#	0		

**3. RESOLUTION RE: Lennoxville Evaluation Report: English Department**

The Interim Director of Studies invited the Interim Campus Director to present the English Department Evaluation. Ms. Filteau explained that following similar principles to Champlain College's Policy for the Evaluation of Programs leading to a Diploma of College Studies (D.E.C.), an evaluation of the English department was carried out in the 2013-14 academic year. The criteria used for the evaluation of the department were the following: Coherence, Educational Interactions, Effectiveness, Relevance and Department Management. This evaluation assessed how effectively the department meets its objectives; identified specific

areas for improvement; and produced a series of recommendations to address areas that may need improvement (action plan). The proposed department evaluation has successfully passed through all steps of the approval process thus far. It is recommended that the Board of Governors approve the department evaluation.

**RESOLUTION No. 2871**

**Evaluation report of the English Department - Champlain Lennoxville**

**Whereas** Champlain-Lennoxville is committed to offering quality programs;

**Whereas** the English department has been evaluated following similar principles to the “Institutional Policy for the Evaluation of Programs Leading to a Diploma of College Studies”;

**Whereas** the Institutional Policy for the Evaluation of Programs Leading to a Diploma of College studies requires an action plan addressing the recommendations made in the evaluation report;

**Whereas** this evaluation has identified preliminary concerns, conducted thorough analysis and formulated recommendations to improve the program;

**Whereas** the Academic Advisory Council has approved the evaluation report, its conclusions, its recommendations and the action plan;

**Whereas** the Commission of Studies has reviewed and discussed the evaluation report at its meeting of January 14, 2015; and has recommended that it be approved by the Board of Governors; and

**Be it therefore resolved** that the Board of Governors approves the evaluation report and the action plan of the English department submitted by Champlain Regional College (Lennoxville Campus).

**MOVED BY: P. KAESER**

**SECONDED BY: A. GASCON**

**CARRIED UNANIMOUSLY**

**4. RESOLUTION RE: Lennoxville Evaluation Report: Physical Education Department**

The Interim Director of Studies invited the Interim Campus Director to present the Physical Education Department Evaluation. Ms. Filteau explained that following similar principles to Champlain College’s Policy for the Evaluation of Programs leading to a Diploma of College Studies (D.E.C.), an evaluation of the Physical Education department was carried out in the 2013-14 academic year. The criteria used for the evaluation of the department were the following: Coherence, Educational Interactions, Effectiveness, Relevance and Department Management. This evaluation assessed how effectively the department meets its objectives; identified specific areas for improvement; and produced a series of recommendations to address areas that may need improvement (7 recommendations, integrated into a 4-main objectives action plan). The proposed department evaluation has successfully passed through all steps of the approval process thus far. It is recommended that the Board of Governors approve the department evaluation.

**RESOLUTION No. 2872**

**Evaluation Report of the Physical Education Department - Champlain Lennoxville**

**Whereas** Champlain-Lennoxville is committed to offering quality programs;

**Whereas** the Physical Education department has been evaluated following similar principles to the “Institutional Policy for the Evaluation of Programs Leading to a Diploma of College Studies”;

**Whereas** the Institutional Policy for the Evaluation of Programs Leading to a Diploma of College studies requires an action plan addressing the recommendations made in the evaluation report;

**Whereas** this evaluation has identified preliminary concerns, conducted thorough analysis and formulated recommendations to improve the program;

**Whereas** the Academic Advisory Council has approved the evaluation report, its conclusions, its recommendations and the action plan;

**Whereas** the Commission of Studies has reviewed and discussed the evaluation report at its meeting of January 14, 2015; and has recommended that it be approved by the Board of Governors; and

**Be it therefore resolved** that the Board of Governors approves the evaluation report and the action plan of the Physical Education department submitted by Champlain Regional College (Lennoxville Campus).

**MOVED BY: P. KAESER**  
**SECONDED BY: A. CHRÉTIEN**  
**CARRIED UNANIMOUSLY**

**5. RESOLUTION RE: Lennoxville AEC: International Business 1 (LCA.3M)**

The Business Services and Continuing Education Department of Champlain College Lennoxville is requesting approval of a new AEC in the field of International Trade (International Business 1- LCA.3M). This AEC will support the region’s effort to increase the competencies of employees working with exporting companies of the Eastern Townships. Based on the fact that this new AEC has successfully passed through all steps of the approval process thus far, it is recommended that the Board of Governors approve the new AEC.

In response to questions, Mr. Harvey indicated that this program could begin part-time in late spring as a collaborative effort between campuses to provide a multi-campus option.

**RESOLUTION No. 2873**

**New AEC International Business I (LCA.3M) - Champlain Lennoxville**

**Whereas** Champlain Regional College (Lennoxville Campus) intends to offer its own AEC in the field of International Trade which was based on a similar AEC from Champlain Regional College (St. Lawrence Campus) in order to better serve the local business community by increasing the competencies of employees working for exporting companies of the region;

**Whereas** the International Business I AEC is unique and not currently offered in the region in French or English and is intended to provide additional skills (“AEC de perfectionnement”)

**Whereas** the International Business I AEC is related to the DEC 410.D0 – *Gestion de commerce*;

**Whereas** the Commission of Studies has reviewed and discussed the content of the program proposal at its January 14<sup>th</sup> meeting, concluded that it meets the needs of the region’s workforce; and has recommended that it be approved by the Board of Governors; and

**Be it therefore resolved** that the Board of Governors approves the New AEC International Business I (LCA.3M) submitted by Champlain Regional College (Lennoxville Campus).

**MOVED BY: K. ROBERTSON**

**SECONDED BY: S. GILBERT-FOWLIS**

**CARRIED UNANIMOUSLY**

**6. UPDATE RE: Institutional Policy on the Management of Academic Programs**

The Interim Director of Studies indicated that although it had been anticipated to present the IPMAP at this meeting for consideration, following the January 14<sup>th</sup>, 2015, the Executive Committee has decided not to forward the Policy at this time. This came after a decision of the Commission of Studies to table the Policy at the request of a St. Lambert faculty representative. The request was for additional time for the St. Lambert Academic Council to review the final draft of the Policy to “increase faculty buy-in”.

**ITEMS RELATED TO GOVERNANCE AND STATUTORY REQUIREMENTS:**

**7. DISCUSSION RE: Circulation of Board of Governors Documentation**

L. Birch expressed her discomfort when receiving last minute revisions or additions to Board meeting packages. D. Sangster suggested that minor revisions to documentation be explained during discussion at the meeting, that items be tabled to the next meeting when important modifications are involved, or that a special Board meeting be called if necessary. The Chairperson proposed that Board Tools be reviewed to be more user-friendly, while the best manner of distributing documentation to members is looked into. The Director General assured the Board that the administration would review the situation, take into consideration the suggestions of Board members and determine the best course of action.



**8. RESOLUTION RE:** Revision of Bylaw 1

The Director General explained that it is recommended by the Executive Committee to eliminate the ambiguity between articles 3.02 and 3.14, that the text of article 3.02 be modified to ensure the Champlain Board of Governors does not mislead or misinform the college community and general public by maintaining the confidentiality of working documents of the Board as per the Act respecting Access to Information, and publishing only the official minutes of the Board.

Further, that article 3.14 be modified to reflect present practice in the context of existing technology.

**RESOLUTION PROPOSED**

**Modification to Bylaw 1 Concerning the General Administration of the College – Distribution of Documentation**

**WHEREAS** there have been a number of significant changes in the content and manner of distribution of Board information packages over recent years, including the addition of background memorandums and electronic distribution;

**WHEREAS** there is a clear inconsistency between Articles 3.02 and 3.14 of Bylaw 1 pertaining to the distribution of documents to the college community; and

**WHEREAS** the Executive Committee has recommended the modification of Article 3.02 of Bylaw 1 be modified to ensure the Champlain Board of Governors does not mislead or misinform the college community and general public by maintaining the confidentiality of working documents of the Board as per the Act respecting Access to Information, and publishing only the official minutes and associated documents of the Board;

**BE IT THEREFORE RESOLVED** that the Board of Governors approves the modification of Article 3.02 of Bylaw 1, Concerning the General administration of the College, be modified as follows:

**3.02 Sending of Agenda to Board Members**

The Secretary General must send a proposed agenda along with the relevant **confidential working** documents to each Board member no later than seven (7) full calendar days before each meeting. The proposed agenda must be available at the office of the Secretary General within the same time limit.

Further, that Article 3.14 continue to read:

**3.14 Information to the College Community**

For each meeting of the Board and subject to the time limits prescribed in Articles 3.02 and 3.05, the Secretary General shall **post the proposed agenda on the College website within the same time limits so that it is accessible to unions, associations of the College, and the general public.**

**MOVED BY: P. KAESER**

**SECONDED BY: L. PÉPIN**

**IN FAVOR: 11**

**AGAINST: 2**

**ABSTENTIONS: 1**

**MOTION NOT PASSED DUE TO LESS THAN 2/3 MAJORITY OF MEMBERS IN OFFICE IN FAVOR AS PER BYLAW 1 ARTICLE 3.16**

**9. RESOLUTION RE: Code of Ethics and Professional Conduct for the BG Members**

The *Code of Ethics and Professional Conduct for the Members of the Board of Governors* was scheduled in for review in the 2014-2015 calendar of College Policies Revision, as it was previously approved in 1997, and the revised version is now being submitted to the Board of Governors for approval.

B. Crane moved and L. Birch seconded that a clause from the Harassment Policy be added to 2.02h on page 4. There were 3 votes in favor, 7 opposed and 4 abstentions, therefore the motion amendment failed.

B. Crane moved and L. Birch seconded to strike the first paragraph of article 5.02. There were 3 votes in favor, 11 opposed and no abstentions, therefore the motion amendment failed.

**RESOLUTION No. 2874**

**APPROVAL OF THE CODE OF ETHICS AND PROFESSIONAL CONDUCT FOR THE MEMBERS OF THE BOARD OF GOVERNORS**

**WHEREAS**, the *Code of Ethics and Professional Conduct for the Members of the Board of Governors* was scheduled in the calendar of College Policies Revision for 2014-2015 academic year;

**WHEREAS**, the Executive Committee recommended the approval of the revised *Code of Ethics and Professional Conduct for the Members of the Board of Governors*;

**BE IT THEREFORE RESOLVED THAT** the Board of Governors approves the revised *CODE OF ETHICS AND PROFESSIONAL CONDUCT FOR THE MEMBERS OF THE BOARD OF GOVERNORS*.

**MOVED BY: S. GILBERT-FOWLIS**

**SECONDED BY: L. PÉPIN**

**IN FAVOR: 9**

**OPPOSED: 3**

**ABSTENTIONS: 2**

**CARRIED**

B. Crane requested a secret ballot. Governors in assistance were spread across four different locations and two governors were alone at theirs.

The Chairman proceeded with the secret ballot by a system in which votes at each location would be counted separately and then phoned in. During and after the voting B. Crane and L. Birch objected that, in their opinion, this process did not in fact constitute a secret ballot and requested their objection be recorded in the minutes.

**10. RESOLUTION RE: CSAP 2015-2020**

The Director General explained that with the end of the CSAP 2009-2014 last June, the College must in accordance with the College's Act develop and implement a new strategic plan. The College has chosen an integrated approach, which includes the Student Success Plan as an integral part of the CSAP. The CSAP sets out the Board of Governors priorities in a series of *General Orientations* and *General Outcomes*, which form the basis for the development of the *General Strategies* by the College administration and then are embedded in the Annual Operational Plan (AOP) that include the specific initiatives, projects and activities for each campus and service. The CSAP has been reviewed by the Commission of Studies and the Executive Committee, which have both recommended its approval by the Board of Governors.

**RESOLUTION No. 2875**

**RECOMMENDATION TO APPROVE THE COLLEGE STRATEGIC ACTION PLAN (CSAP) 2015-2020**

**WHEREAS**, the CSAP 2015-2020 is the result of an extensive consultation process involving stakeholders from all three College Campuses, as well as College administration.

**WHEREAS**, the CSAP 2015-2020 Initial Report was presented to the Board of Governors at the June 2014 meeting;

**WHEREAS**, the CSAP 2015-2020 has been reviewed by the Commission of Studies and been recommended for approval by the Board of Governors;

**WHEREAS**, the CSAP 2015-2020 has been reviewed by the Executive Committee and been recommended for approval by the Board of Governors;

**BE IT THEREFORE RESOLVED THAT** the Board of Governors approve the College Strategic Action Plan (CSAP) 2015-2020.

**MOVED BY: K. ROBERTSON**

**SECONDED BY: P. KAESER**

**IN FAVOR: 11**

**OPPOSED: 0**

**ABSTENTIONS: 3**

**CARRIED**

**11. RESOLUTION RE: St. Lambert: Signing Authority – Transport Canada Agreement**

The Director of Material Services explained that behind the St. Lambert Campus building, there is a piece of land that currently belongs to Transport Canada and is managed by The St. Lawrence Seaway Management Corporation. This piece of land is currently being used as a snow dump by the City of Saint-Lambert.

The St. Lambert Campus has been working on a Community Development Project and would like to know if they could have access to this land in the future.

In order to move forward and acquire more information regarding the land, communication with Transport Canada and the St. Lawrence Seaway Management Corporation is required. A signing authority must be designated in order to communicate with Transport Canada and the St. Lawrence Seaway Management Corporation. The Board is required to designate a signing authority in order to communicate with Transport Canada and the St. Lawrence Seaway Management Corporation.

**RESOLUTION No. 2876**

**TRANSPORT CANADA AGREEMENT – SIGNING AUTHORITY – ST. LAMBERT CAMPUS**

**WHEREAS**, the St. Lambert Campus has been working on a Community Development Project and would like to acquire more information from Transport Canada and the St. Lawrence Seaway Management Corporation regarding the land behind the St. Lambert Campus;

**WHEREAS**, a signing authority must be designated in order to communicate with Transport Canada and the St. Lawrence Seaway Management Corporation;

**BE IT RESOLVED** that Board of Governors approves that the Director General be named as the signing authority for all communication with Transport Canada and the St. Lawrence Seaway Management Corporation on behalf of the College.

**MOVED BY: L. PÉPIN**  
**SECONDED BY: P. KAESER**  
**CARRIED UNANIMOUSLY**

**12. RESOLUTION RE: Additional Compressions in 2014-2015**

This item was postponed to the subsequent meeting.

**13. RESOLUTION RE: Voting Delegates to the Colleges and Institutes Canada Annual Conference, Winnipeg, Manitoba, May 24-26**

The College practice is generally to send 2 Board members (the Chair and the Vice-Chair) and the Director General to the Colleges and Institutes Annual Conference. This provides for our three voting delegates at the Annual General Meeting, which must be confirmed in advance to CIGan.

**RESOLUTION No. 2877**

**Voting Delegates to Colleges and Institutes Canada (CICan) Annual Conference**

**WHEREAS**, the College practice is generally to send 2 Board members (the Chair and the Vice-Chair) and the Director General to the CICan Annual Conference;

**WHEREAS**, this provides for our three voting delegates at the Annual General Meeting;

**WHEREAS**, the Executive Committee has recommended that the Board appoint the Chair and Vice-Chair, with the Director General, as the voting delegates to the Colleges and Institutes (CICan) Annual Conference 2015;

**BE IT RESOLVED** that the Board of Governors appoints the Chair and Vice-Chair, with the Director General, as the voting delegates to the Colleges and Institutes (CICan) Annual Conference 2015.

**MOVED BY: P. KAESER**

**SECONDED BY: L. PÉPIN**

**CARRIED UNANIMOUSLY**

**14. RESOLUTION RE: Delegation of Signing Authority under Law 15**

The new Law 15 concerning the Management and Control over Personnel establishes measures regarding services contracts over \$25,000. As a public organization, the conclusion of service contract over \$25,000 requires the signature of the *dirigeant d'organisme* which is the Board of Governors and the Board of Governors can delegate this function to the Director General.

**RESOLUTION No. 2878**

**DELEGATION OF SIGNING AUTHORITY UNDER LAW 15**

**WHEREAS**, the College, as a public organization, must comply to the new law 15 regarding the Management and Control over Personnel;

**WHEREAS**, the law requires that service contract over \$25,000 be signed by the *dirigeant d'organisme* ;

**WHEREAS**, the *dirigeant d'organisme* is the Board of Governors;

**WHEREAS**, the Board of Governors can delegate the signing authority to the Director General;

**BE IT RESOLVED** that Board of Governors delegates the signing authority to the Director General for the conclusion of service contracts over \$25,000.

**MOVED BY: P. KAESER**

**SECONDED BY: A. GASCON**

**IN FAVOR: 12**

**OPPOSED: 0**

**ABSTENTIONS: 2  
CARRIED**

**15. INFORMATION RE: Relationship between College and Related Foundations**

The Director General explained that this administrative framework on the 'Relationship between College Officers and Employees with College Associated Foundations' reflects his expectations of the College officers which he supervises.

L. Birch indicated that she is working on a project related to "Philanthropic-public Partnerships" for the Public Administration section of the Canadian Political Science Association's annual conference. Further, she has constructed a complete data base of all 54 foundations attached to public cégeps in Québec, and that it is possible to compare all colleges to those of the foundations associated with Champlain to determine best practices.

**16. INFORMATION RE: Shared Services provided by College Administration**

The Director General indicated that in the context of Government reorganization of public services, there has been a number of recent discussions at the Fédération des cégeps and the regional college tables regarding the reorganization of colleges and sharing of services. In this context, in both the *Montérégie* (St. Lambert) and the *Capital National* (St. Lawrence) regions, Champlain has been asked to provide a listing of services provided by College Administration as model for shared services. This listing provides financial services, material resource services and human resource services, but does not include services by the Offices of the Director of Studies and the Director General as these are more particular to the Champlain context.

**17. RESOLUTION RE: Appointment of Interim Director General**

The Director of Human Resources explained that at the January 14<sup>th</sup>, 2015, Executive Committee the Director General announced that he would be absent for an extended period during the Winter semester. When there is an extended absence of the Director General, it is important to appoint an interim replacement to ensure the College can continue to fill its statutory requirements.

**RESOLUTION No. 2879**

**APPOINTMENT OF INTERIM DIRECTOR GENERAL**

**Whereas**, the Director General anticipates being absent for an extended period during the Winter semester;

**Therefore be it resolved that** Mr. Donald Shewan be appointed as Interim Director General during the extended absence of the Director General.

**MOVED BY: A. CHRÉTIEN  
SECONDED BY: S. GILBERT-FOWLIS  
CARRIED UNANIMOUSLY**

**18. ELECTION:** External Member to the Executive Committee

The Secretary General opened the floor for nominations.

Proposed	Moved by:	Seconded by:	Accepted:	
B.-A. Bacon	L. Pépin	S. Gilbert-Fowlis	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
P. Simard	A. Chrétien	S. Gilbert-Fowlis	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
A. Gascon	L. Pépin	M. Murray	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Closing of nominations:**

Being no other present external Board members able to accept the position, it was moved by k. Robertson and seconded by P. Kaeser to defer nominations to the subsequent meeting.

**2015-01-7 OFFICERS REPORTS**

**A) Directors:**

1) Lennoxville

The Interim Campus Director had nothing further to add.

2) St. Lambert

The Campus Director indicated that a system hack has been causing difficulties which are being worked on.

3) St. Lawrence

The Campus Director was congratulated for the confirmation of funds from the Jeffery Hale Foundation for the Campus' Multi-purpose Space Project.

**B) Director of Studies**

The Interim Director of Studies provided an update regarding application numbers, the change to the R-Score for fall 2016 and the last meeting of the Commission of Studies on January 14<sup>th</sup>.

**C) Director General**

The Director General provided an update on information regarding compressions and additional funding obtained for special projects.

**RESOLUTION No. 2880**

**RECOGNITION OF CONTRIBUTION IN OBTAINING ADDITIONAL PROJECT FUNDING FOR COLLEGE**

Members of the Board of Governors extended their thanks to the teams on campus who have contributed to obtaining additional project funds for the College.

**MOVED BY: K. ROBERTSON**  
**SECONDED BY: M. MURRAY**  
**CARRIED UNANIMOUSLY**

**RESOLUTION No. 2881**

**RECOGNITION OF CONTRIBUTION IN OBTAINING DONATION FOR MULTI-PURPOSE SPACE AT THE ST. LAWRENCE CAMPUS**

Members of the Board of Governors extended their thanks to J. Robert for his contribution in obtaining the donation from the Jeffery Hale Foundation for the multi-purpose space at the St. Lawrence Campus.

**MOVED BY: V. MCLEOD**  
**SECONDED BY: M. MURRAY**  
**CARRIED UNANIMOUSLY**

**2015-01-8 ADJOURNMENT**

There being no further business, it was moved by P. Kaeser and carried that the meeting adjourn at 10:27 p.m.

Michael Murray  
Chairperson

Bridget Suitor  
Administration Technician