



OFFICIAL MINUTES
REGULAR MEETING OF THE GOVERNING BOARD
2022-2023
January 9, 2023, at 6:00 p.m.

MEMBERS PRESENT:

Donald Shewan	Dawn Smith
Jean-Robert Lessard	Moira Paterson
Malcolm Harper (F rep)	Geneviève Bourgoing
Denise Albert (F rep)	Richard Fontaine
Vince Amato	Louis Zargi
Jaswinder Sehota	Robert Soroka
Rafin Islam (S rep)	Joao Amorim (S rep)

REGRETS: Henriette Dumont, Michael Newton

ALSO PRESENT: Sam D'Amico, Anthony Singelis, Mark Wallace, Paul Conway, Nicole Haché, Andrea Nouvet, Dan Babineau, Reem Talhamy

The Governing Board meeting is being held via zoom.

The meeting was called to order at 6:00 p.m. It was presided by Dawn Smith, Chairperson of the Governing Board at Champlain College Saint-Lambert.

1) Approval of Agenda

The following agenda was proposed.

1. Approval of agenda
2. Approval of minutes of the meeting of November 21, 2022
3. Business arising from the minutes of November 21, 2022
4. Public question period
5. Social Science DEC Program Revision
Resolution No.: LAM-2022-004
6. Liberal Arts DEC Program Revision
Resolution No.: LAM-2022-005
7. Media Program Update
Resolution No.: LAM-2022-006

8. Continuing Education new AEC program ***Cloud Computing LEA.AEC***
Resolution No.: LAM-2022-007
9. Access to surplus – College Security Systems
Resolution No.: LAM-2022-008
10. Information Item: Year-End Financial Report 2021-2022
11. Varia
12. Adjournment

It was **MOVED** by Don Shewan and **SECONDED** by Jean-Robert Lessard that the agenda be approved. **MOTION CARRIED UNANIMOUSLY.**

2) Approval of minutes of the meeting of November 21, 2022.

It was **MOVED** by Vince Amato and **SECONDED** by Moira Paterson to adopt the minutes of the regular meeting of the Governing Board of November 21, 2022. **MOTION CARRIED UNANIMOUSLY.**

3) Business Arising from the Previous Minutes of November 21, 2022.

There was no business arising.

4) Public Question Period.

There were no questions from the public.

5) Social Science DEC Program Revision

Resolution No.: LAM-2022-004

The program revision was presented by faculty member, Andrea Nouvet.

WHEREAS the recent Ministerial revision to the program make it necessary for the College to revise the Social Science DEC Program (300.A1); and

WHEREAS the Commission of Studies has unanimously endorsed the revised program at its meeting of December 15, 2022;

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

There was no call for the vote.

MOVED BY: Donald Shewan

SECONDED BY: Vince Amato

MOTION CARRIED UNANIMOUSLY

**6) Liberal Arts DEC Program Revision
Resolution No.: LAM-2022-005**

The program revision was presented by Anthony Singelis.

WHEREAS the recent Ministerial revision to the program make it necessary for the College to revise the Liberal Arts DEC Program (700.B0); and

WHEREAS the Commission of Studies has unanimously endorsed the revised program at its meeting of December 15, 2022;

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

There was no call for the vote.

**MOVED BY: Malcolm Harper
SECONDED BY: Vince Amato
MOTION CARRIED UNANIMOUSLY**

**7) Media Program Update
Resolution No.: LAM-2022-006
500.DM “Digital Arts & New Media” and 500.FM “Film & New Media” Update**

Faculty member, Dan Babineau presented the update for this program.

WHEREAS the Media Department and the Program Committee for the 500.DM “Digital Arts & New Media” and 500.FM “Film & New Media” profiles have recommended changes in the number of course hours in introductory courses in both profiles to increase student success; and

WHEREAS these changes require a minor update to the program; and

WHEREAS the Commission of Studies at its meeting of December 15, 2022 unanimously recommended these changes;

BE IT THEREFORE RESOLVED that the Governing Board approves the modification to the 500.DM “Digital Arts & New Media” and 500.FM “Film & New Media” profiles.

There was no call for the vote.

**MOVED BY: Robert Soroka
SECONDED BY: Donald Shewan
MOTION CARRIED UNANIMOUSLY**

**8) Continuing Education new AEC program *Cloud Computing LEA.AEC*
Resolution No.: LAM-2022-007**

Mark Wallace, Director of Continuing Education Spoke to this item stating that the program has now met all of the Ministry of Education’s requirements and has been officially coded. Reem Talhamy, Continuing Education Content Specialist presented what the new program would like.

WHEREAS the Continuing Education Department had identified a need for training in the area of Cloud Computing and the program offers very good employment potential to graduates; and

WHEREAS the Commission of Studies has unanimously recommended the program at its meeting of December 15, 2022;

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

There was no call for the vote.

MOVED BY: Donald Shewan
SECONDED BY: Moira Paterson
MOTION CARRIED UNANIMOUSLY

**9) Access to surplus – College Security Systems
Resolution No.: LAM-2022-008**

Don Shewan spoke to this item stating that the College is moving to the next phase of its security system. With threats in other colleges, the issue of safety and security has moved to the forefront.

The Champlain Student Association (CSA) is a joint sponsor for the GoChamplain App. This mobile app allows the Champlain community to access all current information and receive urgent messages immediately. Champlain Saint-Lambert will be launching a new initiative as part of a larger effort to prepare in the event of an emergency on campus. The GoChamplain App will be rolling out a new emergency push alert notification system. The alert messages can contain warnings or instructions for all students and employees in an urgent situation. A test of the system will be scheduled at the beginning of the Winter semester. In order to stay connected with our Constituent College, staff and faculty are encouraged to download the app on their mobile devices if they haven’t already done so.

WHEREAS the College wishes to continue to improve its security systems; and

WHEREAS to improve communication systems during a crisis, additions to the current systems are required; and

WHEREAS the expenses were not foreseen in the current Capital budget of the College;

BE IT THEREFORE RESOLVED that the Champlain College Saint-Lambert Governing recommend access from the Saint-Lambert portion of the College's accumulated surplus in the amount of \$75,000 to complete these projects.

There was no call for the vote.

MOVED BY: Donald Shewan

SECONDED BY: Robert Soroka

MOTION CARRIED UNANIMOUSLY

10) Information Item: Year-End Financial Report 2021-2022

Paul Conway spoke to this item explaining the changes in our surplus of \$10 million dollars for the year ending June 30, 2022. He presented the report which reflected revenues and expenses in 2022 versus 2021. The variations were the direct impact of COVID as well as the payment of retroactive salary adjustments to faculty, support, and professionals.

Patrizia Polifroni will send this report to all members.

11)Varia

A letter of thanks recognizing the efforts of the various individuals in the College regarding the different program revisions will be sent on behalf of the Governing Board.

Best wishes for a Happy 2023 New Year were extended to all.

12)Adjournment

There being no other business, it was **MOVED** by Vince Amato that the meeting be adjourned at 7:05 p.m.

Dawn Smith
Chairperson

Patrizia Polifroni
Recording Secretary