

**OFFICIAL MINUTES
REGULAR MEETING OF THE GOVERNING BOARD
2023-2024
June 10, 2024, at 6:00 p.m.**

MEMBERS PRESENT: Donald Shewan Ekaterina Volokhova
Michael Newton Jaswinder Sehota
Maira Paterson Stefan Jordan
Geneviève Bourgoing Richard Fontaine
Robert Soroka Denise Albert
Henriette Dumont Malcolm Harper

REGRETS: Vince Amato, Julianne Varin, Jean-Robert Lessard

ALSO PRESENT: Carmela Mancuso, Dianne Bateman, Anthony Singelis,
Nicole Haché, Matt Refghi, Frishta Hussainyar

The Governing Board meeting is being held via Teams. The meeting was called to order at 6:00p.m.

1) Approval of Agenda

The following agenda was proposed.

1. Approval of agenda
2. Approval of minutes of the meeting of May 27, 2024
3. Business arising from the minutes of May 27, 2024
4. Public question period
5. IPEAP (Institutional Policy on the Evaluation of Academic Programs)
Resolution No.: LAM-2023-020
6. IPESL (Institutional Policy on the Evaluation of Student Learning) Revision
Resolution No.: LAM-2023-021
7. Varia
8. Adjournment

It was **MOVED** by Geneviève Bourgoing and **SECONDED** by Donald Shewan that the agenda be approved. **MOTION CARRIED UNANIMOUSLY.**

2) Approval of minutes of the meeting of May 27, 2024.

It was **MOVED** by Stefan Iordan and **SECONDED** by Jaswinder Sehota to adopt the minutes of the regular meeting of the Governing Board of May 27, 2024.

MOTION CARRIED UNANIMOUSLY.

3) Business arising from the minutes of May 27, 2024.

There was no business arising.

4) Public Question Period.

There were no questions from the public.

5) IPEAP (Institutional Policy on the Evaluation of Academic Programs)

Resolution No.: LAM-2023-020

Donald Shewan invited English Faculty member Dianne Bateman to speak to this item.

Dianne Bateman presented the working process used in the creation of document C2023-24-14, the Institutional Policy on the Evaluation of Academic Programs (IPEAP - formerly IPMAP). The document was sent to all members of the Commission of Studies and was made available to all faculty for review. The policy follows the requirements and recommendations of the CEEC for program evaluation. The General Education disciplines are integrated into the program evaluation cycle for each program and the process is designed to be ongoing throughout each academic year. The continuous process will ensure that all criteria will be examined in a 5-year cycle. The document will serve as the principal mechanism to ensure that academic programs at Champlain College Saint-Lambert maintain high academic standards, foster a culture of continuous improvement, and ensure accountability in delivering quality college education. The policy is intentionally designed to harmonize with and support the college's Strategic Plan, Student Success Plan, and Institutional Policy on the Evaluation of Student Learning (IPESL). Together, these policies comprise Champlain College Saint-Lambert's Quality Assurance System. The IPEAP establishes the procedures for the ongoing evaluation of academic programs, program changes, and the implementation, revision, and adjustment of the policy itself.

WHEREAS the CEEC (Commission d'évaluation de l'enseignement collegial) has recommended substantive revisions to the IPMAP (Institutional Policy on the Management of academic Programs; and

WHEREAS the College is obliged to respond to these recommendations; and

WHEREAS a subcommittee of the Commission of Studies produced a substantially modified document and proposed renaming it the IPEAP (Institutional Policy on the Evaluation of Academic Programs)

WHEREAS the Commission of Studies has unanimously recommended at its meeting of May 30, 2024, that the Governing Board adopt the renamed and revised policy,

BE IT THEREFORE RESOLVED that the Champlain College Saint-Lambert Governing Board accept the IPEAP as revised and invite the Administration to inform it of the response by the CEEC.

There was no call for the vote.

MOVED BY: Donald Shewan
SECONDED BY: Geneviève Bourgoing
MOTION CARRIED UNANIMOUSLY

On behalf of the Governing Board, Don Shewan and Robert Soroka thanked the members of the IPEAP Committee: Dianne Bateman, Zacy Benner, Sara Hashem, Samantha Morley, Andrea Nouvet, Anthony Singelis and Mark Wallace, for their hard work and commitment to the task, given the time constraints and importance of the project.

**6) IPESL (Institutional Policy on the Evaluation of Academic Programs) Revision
Resolution No.: LAM-2023-021**

Donald Shewan invited English Faculty member Dianne Bateman to speak to this item.

Dianne Bateman spoke about the changes and revisions to the IPESL as highlighted in document CS2023-24-15. Editorial suggestions by faculty members have been received, however, no other significant changes were recommended. The policy is meant to be revisited on an annual basis.

WHEREAS the CEEC (Commission d'évaluation de l'enseignement collegial) has recommended substantive revisions to the IPESL (Institutional Policy on the Evaluation of Student Learning; and

WHEREAS the College is obliged to respond to these recommendations; and

WHEREAS the Commission of Studies has unanimously recommended at its meeting of May 30, 2024, that the Governing Board adopt these revisions,

BE IT THEREFORE RESOLVED that the Champlain College Saint-Lambert Governing Board accept the IPESL as revised and invite the Administration to inform it of the response by the CEEC.

There was no call for the vote.

MOVED BY: Malcolm Harper
SECONDED BY: Donald Shewan
MOTION CARRIED UNANIMOUSLY

On behalf of the Governing Board, Don Shewan and Robert Soroka thanked the members of the IPESL Committee: Andrea Nouvet, Anthony Singelis, Dianne Bateman, Mark Wallace, Nadine Korte, Samantha Morley, Susan Martin-Kaller, Zacy Benner and Viktoriya Sulzhenko (student representative) for their excellent work and dedication to the task.

7) Varia

Robert Soroka thanked everyone for the opportunity to serve as chair during the 2023-24 academic year. He has had the privilege of working at many CEGEPs and Universities over the course of his career. However, sitting on the Governing Board as a member last year, and serving as chairperson this year, he has had the enviable opportunity to witness some very dedicated and talented professionals who make Champlain College Saint-Lambert work, and for whom he would like to extend thanks to:

Don Shewan, for his professionalism and accessibility. Champlain College is well served by his leadership and energy.

Patrizia Polifroni, for all the significant behind-the-scenes work that contributes to the very smooth operation of the Governing Board.

Anthony Singelis, Alex Borja, Mark Wallace, Dean Howie, and Nicole Hache, for their leadership, individual contributions, and collective efforts that serve as the foundation for the pedagogical progress and the promotion of a student-centric culture for which all Champlain Saint-Lambert students benefit.

Ekaterina, Julianne, Denise, Malcolm, Vince, Henriette, Genevieve, Jaswinder, Jean-Robert, Moira, Michael, Richard, Stefan, Maria, Carmela for their contributions to the College in Board- and non-Board, professional and student capacities.

Don Shewan in turn thanked Robert Soroka for his extraordinary job of chairing meetings and thanked all Governing Board members for their valuable contributions and wished all a safe and enjoyable summer.

8) Adjournment

It was **MOVED** by Michael Newton and **SECONDED** by Denise Albert that the meeting be adjourned at 7:15 p.m.

Robert Soroka
Chairperson

Patrizia Polifroni
Recording Secretary