

**OFFICIAL MINUTES
REGULAR MEETING OF THE GOVERNING BOARD
2024-2025**

October 7, 2024, at 7:00 p.m.

MEMBERS PRESENT: Donald Shewan Robert Soroka
Denise Albert
Vince Amato Henriette Dumont
Richard Fontaine Michael Newton
Stefan Iordan Geneviève Bourgoing
Hiba Belgada Frishta Hussainyar
Caroline Comeau Miriam Morissette

REGRETS: Justine Bell

ALSO PRESENT: Mark Wallace, Samantha Morley, Anthony Singelis, Nicole Haché, Patrick Straub, Moira Paterson

The Governing Board meeting is being held in person apart from three members joining via TEAMS. The meeting was called to order by the chairperson at 7:00 p.m.

Robert Soroka invited Don Shewan to make a special presentation to Moira Paterson, founding member of the Governing Board at Champlain College Saint-Lambert. Don Shewan thanked Moira for her valuable contributions over the years and presented her with a small token of appreciation.

Round table introductions to introduce new members were made.

1) Approval of Agenda

The following agenda was proposed.

1. Approval of agenda
2. Approval of minutes of the meeting of June 10, 2024
3. Business arising from the minutes of June 10, 2024
4. Public question period
5. Consultation on the Policy against Sexual and Gender-based Violence
6. Revision to the Virtual and Augmented Reality Specialist AEC program
Resolution No.: LAM-2024-002
7. Access to Surplus Funds for Continuing Education
Resolution No.: LAM-2024-003

8. *Bylaw 3 concerning Appointment, Renewal of Appointment and Evaluation of the Director General and Directors of Constituent Colleges*

9. Varia

10. Adjournment

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

2) Approval of minutes of the meeting of June 10, 2024.

It was **MOVED** by Geneviève Bourgoing and **SECONDED** by Henriette Dumont to adopt the minutes of the regular meeting of the Governing Board of June 10, 2024. **There were five abstentions. MOTION CARRIED.**

3) Business arising from the minutes of June 10, 2024.

Don Shewan reported that the administration of the College has not yet received a response from the CEEC (Commission d'évaluation de l'enseignement collégial) regarding the revised IPEAP (Institutional Policy on the Evaluation of Academic Programs) other than the recommendations that were passed.

4) Public Question Period.

There were no questions from the public.

5) Consultation on the Policy against Sexual and Gender-based Violence

Robert Soroka gave the floor to Donald Shewan. A consultation process regarding the revision to the Policy against Sexual and Gender-based Violence occurred between September 4th and September 24th. Don informed members that a meeting was held this morning at College Administration to compile all the comments and recommendations that were received during the consultation period including any from Governing Board members. The provincial government has given the College an extension until the end of October to submit its revised policy. As soon as it is available, it will be shared.

6) Revision to the Virtual and Augmented Reality Specialist AEC program

Resolution No.: LAM-2024-002

Donald Shewan invited Samantha Morley, pedagogical advisor for Continuing Education to speak to this item.

The Virtual Reality Specialist NTL.1K program was initially developed in 2018 by Champlain College Saint-Lambert. The goal of the one-year full-time program is to prepare individuals for work in the field of Virtual and Augmented Reality development, in one of three pathways: VR, AR, and/or 360 immersive media productions.

Based on the findings of a comprehensive program evaluation completed in 2023-2024, as well as changes in technology and industry practices related to the content and competencies of the program since the program was first developed, it has been determined that a program revision was required.

Several key changes to the program are:

A need to prepare students for carrying out work as autonomous workers led to the creation of a new course, *Managing Professional Activities*.

Competencies from 589.CO and 574.CO were updated in accordance with updates to the reference DEC's.

The development process in the industry is reflected in new planning and coordination competencies (BK49, BK56, BK54).

WHEREAS the Virtual and Augmented Reality NTL.1K is an AEC that was recently revised by Champlain College Saint-Lambert; and

WHEREAS Champlain College Saint-Lambert's Continuing Education department has been offering the previous version of the program for several years and internal and external feedback has identified the need for a revised version so that the program can remain viable; and

WHEREAS the Commission of Studies has unanimously endorsed the revised program (now named Virtual Reality Production Specialist) at its meeting of September 26, 2024; and

WHEREAS this AEC program continues to respond to local needs.

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

There was no call for the vote.

MOVED BY: Caroline Comeau
SECONDED BY: Michael Newton
MOTION CARRIED UNANIMOUSLY

7) Purchase of Capital Equipment from Surplus Funds for Continuing Education Saint-Lambert
Resolution No.: LAM-2024-003

Don Shewan invited Mark Wallace, Director of Continuing Education to speak to this item.

WHEREAS government budgets do not allocate any funds to Continuing Education to acquire capital items; and

WHEREAS Continuing Education has needs to update the computers, equipment and furniture in one of its labs;

WHEREAS Continuing Education has generated sufficient funds, (from non MEES sources), after other expenses are taken into account in 2023-2024 to cover the requested expenses,

BE IT THEREFORE RESOLVED that the Governing Board recommend that the Board of Governors approve the purchase of the equipment through its accumulated surplus in the amount of \$55,000.

There was no call for the vote.

MOVED BY: Genève Bourgoing

SECONDED BY: Henriette Dumont

MOTION CARRIED UNANIMOUSLY

8) Bylaw 3 concerning Appointment, Renewal of Appointment and Evaluation of the Director General and Directors of Constituent Colleges

Don Shewan spoke to this item following an issue that was initially raised at the in-camera session of the Commission of Studies Special Meeting—DG Appointment Process held on September 24, 2024.

The following resolution was presented, and the consensus is that Robert Soroka and Don Shewan will ensure that it be sent to the Champlain Regional Board of Governors.

Resolution No.: LAM-2024-004

Request for Revision to Bylaw 3

WHEREAS Bylaw 3 of Champlain Regional College establishes the process for the appointment of Director Generals and Directors of Constituent Colleges; and

WHEREAS article 6.6 of the General and Vocational Colleges Act prescribes that the College seek the advice of the Governing Boards and Commission of Studies of each Constituent College; and

WHEREAS article 2.5 of Bylaw 3 describes the process for the regional consultations and that they all occur within a period of no more than 6 hours before the meeting of the Board of Governors called to decide on the appointment of the new Director General; and

WHEREAS the Governing Board at Champlain College Saint-Lambert, having just participated in the said process finds it grossly inadequate to produce an informed recommendation.

BE IT THEREFORE RESOLVED that the Governing Board of Champlain College Saint-Lambert calls upon the Board of Governors to review and revise the current process in close consultation with the Governing Boards and Commission of Studies of all three Constituent Colleges in order to create a process which respects the importance of such a nomination for Champlain Regional College.

There was no call for the vote.

MOVED BY: Denise Albert
SECONDED BY: Vince Amato
MOTION CARRIED UNANIMOUSLY

9) **Varia**

Don Shewan explained that all Governing Board members have an obligation to undergo a yearly training on Sexual Violence. Members were given the choice of attending a group meeting where Bouny Te, a Social Worker in Student Services would give a presentation or to view an online video. Members opted to meet as a group. A date in late November to hold this meeting will be sent.

Don spoke briefly about the Student Success and Strategic Plan. Nicole Haché indicated that they have been updated and will be forwarded shortly.

Board training for all members that has been cancelled several times should resume once a new Director General has been nominated (date to follow).

10) **Adjournment**

It was **MOVED** by Richard Fontaine and **SECONDED** by Denise Albert that the meeting be adjourned at 8:00 p.m.

Robert Soroka
Chairperson

Patrizia Polifroni
Recording Secretary