

**OFFICIAL MINUTES  
REGULAR MEETING OF THE GOVERNING BOARD  
2025-2026  
October 6, 2025, at 6:30 p.m. Room E199**

**MEMBERS PRESENT:** Donald Shewan  
Denise Albert Justine Bell  
Vince Amato Henriette Dumont  
Stefan Jordan Paul Dionne  
Marie-Ève Parenteau Han Lin Li

**REGRETS:** Caroline Comeau, Michael Newton, Miriam Morissette,  
Richard Fontaine

**ALSO PRESENT:** Nicole Haché, Anthony Singelis, Paul Conway, Jean-Philippe Caron, Valerie Hadd, Matt Refghi

The Governing Board meeting is being held in person. The meeting was called to order at 6:35 p.m. by Donald Shewan

The following announcements were made:

Our government appointed socio-economic representative, Geneviève Bourgoing has resigned. The process for finding her replacement has been initiated and we are hopeful to invite her back to express our gratitude for her past contributions.

**1) Approval of Agenda**

The following agenda was proposed.

1. Approval of agenda
2. Approval of minutes of the meeting of May 26, 2025
3. Business arising from the minutes of May 26, 2025
4. Public question period
5. Election of Chair & Vice-Chair
6. Presentation by our Director General
7. Government Grant for 2025 Men's Soccer Nationals  
Resolution No.: LAM-2025-001
8. Information Item: Preliminary Operating Financial Results Saint-Lambert 24-25
9. Student Success Plan Update
10. Foundation Update
11. Hydro Expropriation/Building Expansion Update

12. Varia

13. Adjournment

It was **MOVED** by Vince Amato and **SECONDED** by Henriette Dumont that the agenda be approved as modified with the addition of Advertising on campus and Online forms under Varia.

**MOTION CARRIED UNANIMOUSLY.**

**2) Approval of the minutes of the meeting of May 26, 2025.**

It was **MOVED** by Henriette Dumont and **SECONDED** by Vince Amato to adopt the minutes of the regular meeting of the Governing Board of May 26, 2025, as modified.

**MOTION CARRIED UNANIMOUSLY.**

**3) Business arising from the minutes of May 26, 2025.**

Denise Albert asked members to be vigilant when approving academic documents such as the IPESL (Institutional Policy on the Evaluation of Student Learning). This policy dictates rules that faculty need to apply and have an impact on students. Therefore, she is reminding all contributors to ask questions until they fully understand.

Don Shewan updated members regarding the renewal for the joint use of the synthetic Sports fields with the City of Saint-Lambert stating that Champlain Regional College sent them an official notice on June 13<sup>th</sup>, 2025, as they have not respected our current agreement. We hope to have an agreement in place by December post municipal elections, and a new mayor has been elected.

**4) Public Question Period.**

There were no questions from the public.

**5) Election of Chair and Vice- Chair**

It was **MOVED** by Denise Albert and **SECONDED** by Vince Amato to table this agenda item since several external members were not present and therefore would not be able to express their interest if so desired.

**6) Presentation by our Director General**

Jean-Philippe Caron spoke about understanding the lay of the land during his first year as the Director General of Champlain Regional College and how the second year of his mandate will focus on the College's strategic alignment including quality assurance and digital transition. Another objective, in collaboration with Human Resources, will include implementing a new succession plan. Security and safety of our students is at the forefront of our mission. The College has met with Cegep Saint-Jean to improve collaboration and shared practices regarding Incident

Command systems. Monthly collaborative meetings with members of the RCME (Regroupement des cégeps Montérégie -Estrie) are ongoing and we are optimistic that the college system will continue to be protected. Jean-Philippe would like to revisit with the other Constituent College Directors as an ongoing effort to improve security across the regional college.

Denise Albert questioned the 5% cut in the Regional Envelope indicating that many employees have been under enormous stress. Jean-Philippe commented that he would not “lose sleep” over it.

**7) Government Grant for 2025 Men’s Soccer Nationals**  
**Resolution No.: LAM-2025-001**

Donald Shewan invited Vince Amato, Athletic Coordinator, to speak to this item.

**WHEREAS** the Programme de soutien aux évènements sportifs, hereinafter referred to as the "PSES", is a financial assistance program operated by the Government of Québec that aims to support the organization of major Canadian sporting events in Québec;

**WHEREAS** the Canadian Collegiate Athletic Association, hereinafter referred to as the "CCAA", is a body corporate and politic engaged in the organization and management of Canadian Collegiate Athletic Championships;

**WHEREAS** Champlain College Saint-Lambert (institution), hereby referred to as the "Host", a corporation incorporated according to the laws of the Province of Quebec, has agreed in principal to organizing and staging the 2025 National Championship in the sport of Men’s Soccer, hereinafter referred to as the “Event”;

**WHEREAS** the CCAA and the Host have agreed and signed to enter into an agreement for services;

**WHEREAS** by this Agreement, Champlain College Saint-Lambert in consideration of the following undertakings being honored, the CCAA shall grant to Champlain College Saint-Lambert the championship for 2025.

**WHEREAS** the Governing Board at Champlain Saint-Lambert certifies that there is no conflict of interest among any of the members of the Board of Directors or Senior Management of the applicant organization for which financial assistance is being requested;

**WHEREAS** the Governing Board at Champlain Saint-Lambert recognizes that the PSES may request an audit or review to confirm that it meets all of the above criteria;

**BE IT THEREFORE RESOLVED** that the Governing Board at Champlain Saint-Lambert endorses this request and the College's selection as host of the 2025 Men's Soccer Nationals from November 4th to November 9th, 2025.

There was no call for the vote.

**MOVED BY: Donald Shewan**

**SECONDED BY: Denise Albert**

**MOTION CARRIED UNANIMOUSLY**

**8) Information Item: Preliminary Operating Financial Results Saint-Lambert 2024-2025**

Paul Conway, Finance Coordinator, spoke to this item saying that the figures are only preliminary as they have not yet passed by the audit committee of the College.

**9) Student Success Plan Update**

Don Shewan invited Nicole Haché, Library Coordinator, to speak to this item. Nicole said that a requirement of the Colleges Act and the CEEC (**La Commission d'évaluation de l'enseignement collégial**) is for the College (CRC) to produce a single unified document that incorporates the Strategic development goals and objectives of each constituent college as well as their Student Success objectives. After some delays, a process is currently being put in place that will attempt to produce this unified document as well as to ensure the proper tracking of associated indicators considering that each constituent college developed their objectives at different times. It is the desire that, in the future, better strategic alignment will facilitate the process. Nicole reminded the members that they are required to recommend the Saint-Lambert Strategic Plan development objectives and approve the Student Success Plan.

Don and Jean Philippe Caron thanked Nicole for her work on this as she has been instrumental in tweaking the current plan.

**10) Foundation Update**

Don Shewan spoke to this item and followed up on Resolution No: LAM-2024-013. It was **MOVED** by Don Shewan and **SECONDED** by Paul Dionne that the Governing Board at Saint-Lambert accepts the proposal of the Foundation that the responsibility and authority for the Foundation be transferred to the Saint Governing Board that a subcommittee of the Governing Board be established for the management of funds under the control of Champlain College Foundation composed of at least 5 Governing Board members as follows: Director of Constituent College, 3 external members and 1 student member. The subcommittee would be responsible for making proposals for the utilization of funds to the Board members for consideration.

Don will communicate this decision with the current president of the Champlain College Saint-Lambert Foundation, Mr. Mike Newton and its members.

#### **11)Hydro Expropriation/Building Expansion Update**

Don Shewan spoke to this item informing members that the plan is progressing. The government must approve the use of the funds. The College is provided with a “devis technique” which describes acceptable additions of space (including the approved student enrolment level students by program) which drives the use of the monies we receive from the Hydro expropriation. An administrative working group composed of managers from Saint Lambert and the Deputy Director of Material resources are working to identify specific needs such as classrooms and Science labs. The group meets with the architects and engineers on a biweekly schedule to review these proposed additions to our building. A planned use of the space in the new building as well as renovations to portions of its current building have been chosen in close collaboration with members of the Champlain Regional Administrative Unit. The Space-Use subcommittee of the Commission of Studies will be consulted shortly.

#### **12)Varia**

Faculty representatives raised concerns about some of the content and placement of the new screen advertisements around campus. Administration’s goal is to support this new student-lead entrepreneurial project for which proceeds will benefit students in need. Don will follow up with Jonathan Collins, our new Student Services Director, who is responsible for reviewing the list of ads for this innovative screen advertising project.

Don Shewan reminded all members that the *Declaration of Interest and Ethics and Confidentiality* forms must be reviewed and signed by each Governing board member on an annual basis. Don thanked members in advance for their diligence in completing this fiduciary responsibility.

Patrizia Polifroni will send out a calendar of meetings for the remainder of the year to all members.

#### **13)Adjournment**

It was **MOVED** by Henriette Dumont and **SECONDED** by Vince Amato that the meeting be adjourned at 9:15 p.m.

Don Shewan  
Acting Chairperson

Patrizia Polifroni  
Recording Secretary