



**Regular meeting of the Commission of Studies
held on May 27, 2020 at 1:30 p.m.
at 790 Nérée-Tremblay, Québec (QC)**

MINUTES of a regular meeting of the CEGEP Champlain – St. Lawrence Commission of Studies held at 790 Nérée-Tremblay, Québec (QC) G1V 4C2 at 1:30 p.m. on May 27, 2020.

Members present

S. Balkiss Benaskeur, Student representative
E. Berryman, Director of the Constituent College, President of the Commission
T. Connolly, General Education representative
G. Drôge-Grondin, General Education representative
M-A Frenette, Business Program representative
C-A Gauthier, Social Science Program representative
C. Gélinas-Faucher, Pedagogical Counsellor
A-A Giguère, ALC Program representative
M. Huard, Math Department representative
S. Plante, Science Program representative
F. Séguin, General Education representative
A. Stevens, Dean of Faculty
C. Talbot, Pedagogical Counsellor
M. Thériault, Tourism Program representative

Regrets

C. Brosseau, Dean of Academic Organization
S. Galarneau, Student representative
J. Gosselin, Support representative

Quorum attained with 14 of 17 sitting members present.

AGENDA

1. Opening remarks and confirmation of the quorum
2. Adoption of the agenda
3. Adoption of the minutes from the last meeting and business arising
4. Information Roles and responsibilities of the Commission of Studies
5. Opinion of the Commission of Studies on the evaluation report of the CRC 2015-2020 strategic plan
6. Information
 - a) Preparation of the fall semester
 - b) IPESA Revision
 - c) Quality Assurance Audit
 - d) Development of the student success plan
 - e) *Gestion de Commerce* joint program with Limoilou
7. Varia
 - a) Workshop and pedagogical and institutional development projects
8. Next meeting of the Commission of Studies
9. Adjournment

1. Opening remarks and confirmation of the quorum

The meeting was called to order at 1:30 pm. Regrets from J. Gosselin, S. Galarneau and C. Brosseau were received and quorum was confirmed.

2. Approval of the Agenda

It was moved to adopt the agenda.

MOVED BY: T. Connolly
SECONDED BY: G. Dröge-Grondin
MOTION CARRIED

3. Approval of the minutes and business arising

Minutes from the meeting on March 11, 2020 were approved with the modification that minutes from the February 5, 2020 were approved.

4. Roles and responsibilities of the Commission of Studies

Following communications he had received, M. Berryman explained the roles and responsibilities of all the bodies within the St. Lawrence academic "ecosystem" such as the Governing Board, the Commission of Studies, the Director of Studies' Office, the academic departments, the program committees, and the department and program coordinators.

The role of Commission of Studies is to provide an opinion to the Governing Board on specific elements that are at a structural or global level such as academic policies, policies on research, academic calendar, Student Success Plan, elements of the strategic plan pertaining to academics, new programs, and program revisions.

Members acknowledge this new structure, however, express that they would appreciate a forum similar to the former PC meetings to hear from students and professionals as well as participate and contribute.

5. Opinion of the Commission of Studies on the evaluation report of the CRC 2015-2020 strategic plan

It was mentioned that further to the consultation, no comments were received. It was also confirmed that the new Strategic Plan will indeed include and consider St. Lawrence orientations and objectives and that the Commission of Studies would be consulted on the objectives regarding academics.

The Commission of Studies was in favour of the Governing Board recommending the approval of the evaluation report to the Board of Governors.

MOVED BY: A-A. Giguère
SECONDED BY: S. Plante
MOTION CARRIED

6. Information

- a. Mr. Berryman confirmed that the College is currently working on the fall semester within the guidelines provided so far by the Ministry. Mr. Berryman mentioned that this would include online teaching, however, having some classes on campus such as science labs. Additional information and directives are expected from the Ministry in the coming days.
- b. The consultation process for the IPESA was interrupted but it will be relaunched this fall. In the meantime, the Writing Committee is pursuing its review and writing process with the comments already received.
- c. The Quality Assurance Audit was also interrupted. The report will be tabled at the CEEC in November 2020.
- d. The development of the student success plan will also be relaunched in the fall.
- e. The joint Gestion de Commerce program with Limoilou will not admit a new cohort for fall 2020. The number of applicants could not make a cohort economically viable. Moreover, the very small number of students left in the second cohort will be integrated in the Limoilou regular program. Finally, the cohort admitted in 2018 will complete the third year of the program in 2020-2021.

7. Varia

- a. The vetting committee met. Four projects received a positive response. Whether or not the projects will be initiated next fall remains dependent of the COVID situation and the actual presence of teachers and students on campus.

8. Next meeting of the Commission of Studies

The next meeting will be scheduled at the beginning of the next semester.

9. Adjournment

The President thanked the members of the Commission of Studies for their presence.

Meeting is adjourned at 3:30 pm.

Edward Berryman, Ph.D.
Director of the Constituent College
Director of studies