

**Minutes, May 15, 2024**

MINUTES of a regular meeting of the CEGEP Champlain – St. Lawrence Commission of Studies held at CEGEP Champlain – Lawrence room 242 on May 15, 2024

**Voting members present:**

M. Aaron	Support Staff Representative
E. Berryman	Chair of the Commission
P. Blouin	General Education Representative
S. Casals	Student Representative
M.-A. Frenette	Business Program Representative
M. Huard	Mathematic Department Representative
J. Savard	Arts, Languages, and Communication Program Representative
A. Michel	Student Representative
S. Oakes	Professional Representative
G. Ribordy	Social Science Program Representative
A. Roussel	Professional Representative
P. Savard	General Education Representative
F. Séguin	General Education Representative
C. St-Laurent Pedneault	Science Program Representative
A. Stevens	Academic Administrator
C. Talbot	Academic Administrator
M. Thériault	Tourism Program Representative

Quorum attained with **17** of **17** sitting voting members present.

## 1. Opening remarks and confirmation of the quorum

Everybody was welcomed. Quorum is confirmed at 17 of 17 sitting members. The meeting is called to order.

## 2. Adoption of the agenda

It is moved to adopt the agenda as modified.

MOVED BY P. Savard  
SECONDED BY A. Stevens  
There is no call for the vote

### THE MOTION CARRIED

The agenda is adopted unanimously.

## Agenda

1. Opening remarks and confirmation of the quorum
2. Adoption of the agenda
3. Adoption of the minutes of the previous meetings and business arising
  - Regular meeting: February 28
  - Special meeting: March 27
4. New business:
  - a. Recommendation: Institutional Policy on the Management and Evaluation of Academic Programs
  - b. Recommendation: Evaluation Plan – Self-Evaluation of Quality Assurance Mechanisms
5. Information
  - a. Adjustments to the IPESA: Law 14 and second drop date
6. Varia
7. Adjournment

### **3. Adoption of the minutes of the previous meetings and business arising**

#### **a. Regular meeting, February 28**

##### **i. Minutes**

It is moved to adopt the minutes as modified.

MOVED BY J. Savard

SECONDED BY P. Savard

There is no call for the vote

##### **THE MOTION CARRIED**

The minutes are adopted unanimously.

##### **ii. Business arising**

The Revised Science Program Document, the Bylaw 7 concerning Student Admission to Academic Programs, and the Policy on Priority of Admission to Holders of a Certificate of Eligibility were adopted by the Governing Board on March 26 as recommended by the Commission of Studies.

#### **b. Special meeting, March 27**

##### **i. Minutes**

It is moved to adopt the minutes as modified.

MOVED BY C. St-Laurent Pedneault

SECONDED BY P. Savard

There is no call for the vote

##### **THE MOTION CARRIED**

The minutes are adopted unanimously.

##### **ii. Business arising**

There are no business arising.

#### 4. New Business

##### a. Recommendation: Institutional Policy on the Management and Evaluation of Academic Programs

E. Berryman presents the new policy and its highlights and answers questions from members of the Commission.

It is moved to recommend to the Governing Board the adoption of the Institutional Policy on the Management and Evaluation of Academic Programs.

MOVED BY A. Roussel

SECONDED BY F. Séguin

There is no call for the vote

##### **THE MOTION CARRIED**

The Institutional Policy on the Management and Evaluation of Academic Programs is unanimously recommended by the Commission of Studies for adoption by the Governing Board.

##### b. Recommendation: Evaluation Plan – Self-Evaluation of Quality Assurance Mechanisms

E. Berryman describes the context surrounding the launch by the *Commission d'évaluation de l'enseignement collégial* (CEEC) of the second cycle of the Quality Assurance Operation. It is the first time the College will undergo a cycle of Quality Assurance as a new structure.

It is moved to recommend to the Governing Board the adoption of the Evaluation Plan – Self-Evaluation of Quality Assurance Mechanisms.

MOVED BY S. Casals

SECONDED BY A. Michel

There is no call for the vote

##### **THE MOTION CARRIED**

The Evaluation Plan – Self-Evaluation of Quality Assurance Mechanisms is unanimously recommended by the Commission of Studies for adoption by the Governing Board.

## **5. Information**

### **a. Revision of the ALC program**

E. Berryman informs the Commission that the implementation of law 14 and of a second drop date make necessary modifications to the IPESA. A revised version of the policy will be brought to the Commission of Studies for recommendation early in 2024-2025.

## **6. Varia**

There are no items in varia.

## **7. Adjournment**

MOVED BY A. Roussel

It was moved to adjourn the meeting at 1:44 pm.

**THE MOTION CARRIED**