

Minutes, October 2, 2024

MINUTES of the regular meeting of the CEGEP Champlain – St. Lawrence Commission of Studies held at CEGEP Champlain – Lawrence room 242 on October 2, 2024

Voting members present:

E. Berryman	Chair of the Commission
C. Brochero Lopez	Student Representative
M.-A. Frenette	Business Program Representative
M. Huard	Mathematic Department Representative
S. Oakes	Professional Representative
G. Ribordy	Social Science Program Representative
A. Roussel	Professional Representative
J. Savard	Arts, Languages, and Communication Program 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

Sitting members regrets:

G. Dröge-Grondin	General Education Representative
P. Savard	General Education Representative

Sitting members absent:

M. Aaron	Support Staff Representative
Vacant	Student Representative

Invitee:

J. Ruel	Institutional Development Counsellor
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Quorum attained with **13** of **16** sitting voting members present.

1. Opening remarks and confirmation of the quorum

Everybody was welcomed. Quorum is confirmed at 13 of 16 sitting members. The meeting is called to order.

2. Adoption of the agenda

It is moved to adopt the agenda.

MOVED BY	M. Thériault
SECONDED BY	J. Savard

There is no call for the vote.

THE MOTION CARRIES.

Agenda

- a. Opening remarks and confirmation of the quorum
- b. Adoption of the agenda
- c. Adoption of the minutes of the previous meetings and business arising
 - a. Regular meeting: May 15, 2024
 - b. Special meeting: September 24, 2024
- d. New business
 - a. Adoption of the Commission of Studies 2024-2025 Work Plan
 - b. Recommendation on modifications to the IPESA to adapt to aspects of Law 14, the introduction of a second drop date, and AI academic integrity issues: see articles 6.1.1, 9.3.1, 9.3.2, 9.3.4, and 9.6.
- e. Information
 - a. Update on the deployment of the Student Success Plan in 2023-2024
 - b. Update on the life cycle of academic programs
 - c. 2023-2024 CoS Activity Report
 - d. Fall 2024 enrolment update
- f. Varia
- g. Adjournment
- h. Adjournment
- i. Adoption of the minutes of the previous meetings and business arising
- j. Adoption of the minutes of the previous meetings and business arising

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

a. Regular meeting, May 15, 2024

i. Minutes

It is moved to adopt the minutes.

MOVED BY A. Stevens
SECONDED BY G. Ribordy

i. Business arising:

E. Berryman informs members that their recommendations concerning the adoption of the Institutional Policy on the Management and Evaluation of Academic Programs and the adoption of the Evaluation Plan – Self-Evaluation of Quality Assurance Mechanisms were forwarded to and adopted by the Governing Board.

b. Special meeting, September 24, 2024

ii. Minutes

It is moved to adopt the minutes as modified.

MOVED BY C. St-Laurent-Pedneault
SECONDED BY F. Séguin

iii. Business arising:

The Commission of Studies' recommendation concerning the appointment of the Director General was sent to the Board of Governors. The recommendations from Champlain's six governing bodies were positive. Yet, all bodies expressed concerns about the limited information available, which made it challenging to make a fully informed decision regarding the Director General.

E. Berryman informed members that there will be a motion at the Governing Board to amend the process for the appointment of the Director General (By-Law 3) at the next meeting, on October 8. The motion passed by the Commission of Studies regarding the revision of the process for presenting candidacies will be shared with the Governing Board at that meeting.

The hiring of the Director General has not been confirmed yet.

4. New business

a. Adoption of the Commission of Studies 2024-2025 Work Plan

E. Berryman presented the work plan, adding an item on the revision of the Commission of Studies' policy that must be reviewed every five years. Members will be consulted on the elements they wish to improve. He noted that special meetings may need to be scheduled. The work plan is not binding, and additional elements may be included if necessary.

It is moved to adopt the work plan as modified.

MOVED BY A. Roussel

SECONDED BY C. Talbot

There is no call for the vote.

THE MOTION CARRIES.

b. Recommendation on modifications to the IPESA to adapt to aspects of Law 14, the introduction of a second drop date, and AI academic integrity issues: see articles 6.1.1, 9.3.1, 9.3.2, 9.3.4, and 9.6.

E. Berryman highlights the key modifications. He reminds members that the IPESA needed to be updated in the light of recent developments, like the adoption of Law 14, the introduction of a second drop date and the growing use of artificial intelligence.

It was noted that an upcoming CLARA update may require the replacement of the term "course drop" (AE) to that of "withdrawal without penalty" (Article 9.3.2). This has yet to be confirmed.

Also, Article 9.3.4 should read "When a student demonstrates that they are unable to complete a course for a serious reason beyond their control and the deadline for course drop has passed (Article 9.3.2) ..."

If members have additional modifications not covered by the current revisions, they can forward their suggestions to the Dean of Faculty's office for consideration during the next IPESA revision.

It was moved to adopt the revised IPESA with the following conditions:

1. That, if necessary, the designation "course drop" (Article 9.3.2) be updated to align with the terminology used by the Ministry.
2. That Article 9.3.4 should be revised to refer to "course drop" (or new designation) instead of "withdrawing from a course", and to Article 9.3.2 instead of Article 9.4.1.

MOVED BY M. Thériault

SECONDED BY C. Talbot

There is no call for the vote.

THE MOTION CARRIES.

5. Information

a. Update on the deployment of the Student Success Plan in 2023-2024

E. Berryman presented some of the key results of the Student Success Plan.

Concerns were expressed about the attendance tracking system in the Science and Mathematics workshops as it appears to underestimate the actual number of attendees.

E. Berryman invites members to forward their suggestions about the Student Success Plan as we move forward, including ideas on how to present the report.

b. Update on the life cycle of academic programs.

E. Berryman presented the calendar.

c. 2023-2024 CoS Activity Report

E. Berryman presented the report, which will also be discussed at the Governing Board.

d. Fall 2024 enrolment update

E. Berryman informs members that enrollment stands at 962 full-time students, one short of the maximum set by the Ministry. No leniency is to be expected from the government, and penalties are substantial.

6. Varia

There were no varia.

7. Adjournment

It was moved to adjourn the meeting at 2:10 PM.

MOVED BY

C. St-Laurent-Pedneault