



St. Lawrence

CEGEP CHAMPLAIN

MINUTES

Regular meeting of the Governing Board

held on December 3, 2024, at 5:00 pm
at CEGEP Champlain- St. Lawrence room 242 (Boardroom)

Sitting members present

H. Adra	Student Representative
J. Babineau	Student Representative
E. Berryman	Director of the Constituent College and Director of Studies
M. Dussault	Government Appointee, Socio-Economic sector
D. Fava	Parent Representative
N. Gagné	Professional Representative
M.-P. Lamarche	Government Appointee, School Boards sector
S. Mellouli	Government Appointee, University sector
F. Séguin	Faculty Representative
M. Vigneault	Government Appointee, Socio-Economic sector

Sitting members regrets

L. Birch	Faculty Representative
J.-F. Champoux	Government Appointee, <i>Conseil régional des partenaires du marché du travail de la Capitale</i>
C. Nadeau	Support Staff Representative
L. Shortt	Parent Representative

Invitee

J. Ruel	Institutional Development Counsellor
---------	--------------------------------------

Quorum attained with 10 of 14 sitting members present.

1. Opening remarks and confirmation of the quorum

Everybody is welcomed. Quorum is confirmed at 10 of 14 sitting members. The meeting is called to order.

M. Vigneault welcomes Champlain Regional College's new Director General, Jean-Philippe Caron, and the new student representative, Hassan Adra. The Chair congratulates M.-P. Lamarche on her new appointment as interim Director General at the Centre de services scolaire des Découvreurs.

2. Adoption of the agenda

It is moved to adopt the agenda.

MOVED BY N. Gagné
SECONDED BY M.-P. Lamarche

There is no call for the vote

THE MOTION CARRIES

Agenda

1. Opening remarks and confirmation of the quorum	M. Vigneault	1 min
2. Approval of the agenda	M. Vigneault	1 min
3. Approval of the previous minutes and business arising	M. Vigneault	5 min
3.1 Regular meeting, October 8, 2024		
4. Remarks by the new Director General of CRC, J.-P. Caron		20 min
5. Internal Business of the Governing Board		
5.1 Declaration of conflict of interest	M. Vigneault	1 min
5.2 Remarks on the evaluation of the previous regular meeting	M. Vigneault	5 min
5.3 Discussion on video training « Esprit d'équipe et pensée groupale »	M. Vigneault	10 min
5.4. Update on Board membership	E. Berryman	1 min
6. Question period from the public		15 min
7. New business		
7.1 Resolution: Adoption of the revised Arts, Literature, and Communication program	E. Berryman	10 min
7.2 Resolution: Adoption of the 2025-2026 Academic Calendar	E. Berryman	10 min
7.3 Resolution: Modification of Bylaw 6: 2025-2026 Auxiliary Fees	E. Berryman	5 min
8. Information and consultation		
8.1 Information: St. Lawrence's Development Goals: 2024-2025 Action Plan	E. Berryman	5 min
8.2 Information: Hiring freeze	E. Berryman	5 min

8.3 General information	E. Berryman	1 min
9. Varia		
10. Adjournment		

3. Approval of the previous minutes and business arising

3.1. Regular meeting, October 8, 2024

3.1.1 Minutes

It is proposed to adopt the minutes.

MOVED BY N. Gagné

SECONDED BY F. Séguin

There is no call for the vote.

THE MOTION CARRIES

The minutes are adopted unanimously.

3.1.2 Business arising

The resolution concerning the improvement of the hiring process for the Director General was sent to the Secretary General in the context of the By-Law 3 review. The revised version of the IPESA is now being implemented.

4. Remarks by the new Director General of CRC, Jean-Philippe Caron

The Chair introduces the new Director General, Jean-Philippe Caron.

M. Caron presents his professional background, including his years of service in the Canadian Armed Forces and in a Crown Corporation as Corporate Security and Chief Postal Inspector. In the last 20 years, he also taught at ENAP in eight different topics, an illustration of his passion for education.

One month into his new function, he has now met the teams in all colleges and senior officials in Ministère de l'Enseignement supérieur. Upcoming engagement include the annual general meeting of the Fédération des cégeps and meetings with the Directors of the Constituent Colleges.

M. Caron explains that he aims to align the development goals and success plans of Constituent Colleges in the context of an operational planning process that will help navigate the challenges that new governmental rules have brought upon anglophone CEGEPs. He sees this context as an opportunity to strike a balance between internal efficiency and overall effectiveness for the benefit of student success, which is his primary goal.

He also wishes to understand the ecosystem and dynamics in the three regions, including the partnership with Bishop's University, and manage all other relations locally, regionally, provincially, and even on the national and international levels.

M. Caron presents his six priorities:

1. **Digital transformation:** Understand what it entails and how to leverage AI as a force multiplier.
2. **Quality assurance:** Oversee quality assurance through a steering committee and use this process to promote best practices.
3. **Talent and succession planning:** Focus on developing young leaders and managers to build talent and prepare for succession.
4. **Informed decision-making:** Implement informed decision-making processes for all governing bodies.
5. **Security, safety, and recovery:** Ensure the continuity of operations through robust security, safety, and recovery plans.
6. **Capability development and quality relations:** Enhance capability development and the quality of relations within the ecosystem.

A member expressed his appreciation for the six priorities and offered his full collaboration to achieve these goals.

5. Internal business of the Governing Board

5.1. Declaration of conflict of interest

The Chair asked if there was any conflict of interest. None was reported.

5.2. Remarks on the evaluation of the previous regular meeting

The Chair expresses concern about the low response rate. He encourages members to participate in the exercise and reminds members that the Board of Governors has now adopted this best practice initiated at our college.

Issues raised by respondents include the time allocated to each topic, which some members consider insufficient, and the lack of clarity in some answers. The Chair is open to allocating more time and encourages members to seek clarification as needed. He also invites members to share suggestions for improving the score on the 'Atmosphere conducive to open discussion' item, aiming for a 100% score in this area.

5.3. Discussion on video training « Esprit d'équipe et pensée groupale »

The Chair asks members for their feedback on the videos. Key takeaways from members include the value of their diverse backgrounds and perspectives for the organization, as well as the importance of coming well-prepared to meetings to fulfill their roles effectively.

One member noted that, while the videos highlighted two primary sources of dysfunction—complacency and an overly authoritative approach—other potential challenges and issues may also exist.

Members appreciated the exercise and expressed openness to similar activities in the future. A new video will be proposed in the coming months

5.4. Update on Board membership

The two Ministerial appointee positions are still vacant. The Chair has suggested two candidates to the Ministry. We now have a new Student Representative, Hassan Adra.

6. Question period from the public

No questions were raised by the public.

7. New business

7.1. Resolution: Adoption of the revised Arts, Literature, and Communication program

E. Berryman explains that the project began last winter due to a significant decline in enrollment, a network-wide phenomenon. After discussion with the Program Committee, a revision committee was set up with the goal of making the program more appealing to students. The committee decided to reorient the program, shifting its focus from language to creation. The revised program was subsequently recommended by the Commission of Studies.

In response to a member's question, E. Berryman explains that students were involved at each step of the revision process. Teachers were particularly interested in students' perceptions.

A question was raised regarding any changes in the strategy to attract and enroll students. E. Berryman explains that there is an annual meeting with guidance counsellors from regional high schools, during which the program was highlighted. The same emphasis was made during recruitment visits by St. Lawrence representatives to high schools. They also stress how well the program prepares students for a wide range of university programs. The Fédération des cégeps has also launched an initiative to promote this program, although there is no evidence of increased visibility yet.

In response to a question concerning the impact of Law 14 and the new governmental rules on international students, E. Berryman clarifies that Law 14 has not affected enrolment at St. Lawrence, as shown by the high attendance at the Open House. Despite political debates, speaking English remains valuable, as some members stress. St. Lawrence does not actively recruit international students, though some do attend.

E. Berryman explains that if there are changes in ALC enrolment, there is flexibility in Social Science and Science programs, while the goal remains to maintain four robust programs with manageable resources and workloads for faculty.

Resolution No.: LAW-2024-15

Adoption of the Revised Art, Literature and Communication Program

WHEREAS enrolment has been declining in the ALC program in the last years, and this situation can jeopardize the viability of the program; and

WHEREAS the ALC program committee agreed that a revision was necessary to make the program more appealing; and

WHEREAS a working group was set up to proceed with the revision of the program; and

WHEREAS the local version of the program respects all the parameters defined by the ministerial program; and

WHEREAS the program document contains all the information prescribed by our Institutional Policy on the Management and Evaluation of Academic Programs; and

WHEREAS the ALC program committee recommends the adoption of the revised program; and

WHEREAS the Commission of Studies recommends the adoption of the revised program;

BE IT THEREFORE RESOLVED that the St. Lawrence Governing Board adopts the revised ALC program document and asks that the revised program be implemented as of the fall 2025 semester.

MOVED BY M.-P. Lamarche

SECONDED BY M. Dussault

There is no call for the vote.

THE MOTION CARRIES.

7.2. Resolution: Adoption of the 2025-2026 Academic Calendar

E. Berryman explains that the St. Lawrence calendar starts earlier than other CÉGEPs and includes buffer days while not extending too late into December. A new element in the proposed calendar is a mandatory, evaluated rehearsal day for the *Épreuve uniforme de français* on November 14, 2025. This initiative, supported by students, aims to improve success rates and will not be repeated in the winter semester due to fewer EUF takers. Excused absences will be considered for participants who would like to take part in a rehearsal in the winter.

Resolution No.: LAW-2024-16

2025-2026 Academic Calendar

WHEREAS the CEGEP Champlain – St. Lawrence's annual academic calendar must be accompanied by a resolution of the Governing Board before it is officially published and forwarded to the Ministry; and

WHEREAS the calendar that is presented conforms with the requirements set in the *Règlement sur le Régime des Études Collégiales* (RREC); and

WHEREAS consultations about the calendar were conducted with members of the executive of the faculty union and members of the executive of the student association; and

WHEREAS the Commission of Studies recommended the academic calendar that is presented to the Governing Board;

BE IT THEREFORE RESOLVED THAT the Governing Board officially receives and approves CEGEP Champlain- St. Lawrence's attached 2025-2026 annual academic calendar.

MOVED BY N. Gagné

SECONDED BY F. Séguin

There is no call for the vote.

THE MOTION CARRIES.

7.3. Resolution: Modification of Bylaw 6: 2025-2026 Auxiliary Fees

E. Berryman explains that the proposed fee increase is regulated by the government and covers expenses such as professionals and student services. The increase aligns with fees at other CÉGEPs, ensuring no significant discrepancies.

Resolution No.: LAW-2024-17

Modification of Bylaw 6 – Auxiliary Fees

WHEREAS CEGEPs charge auxiliary fees to students in order to cover expenses such as those related to psychosocial services and socio-cultural activities; and

WHEREAS the Quebec government adopted in 2023 la *Loi limitant l'indexation de plusieurs tarifs gouvernementaux* whereby an increase in auxiliary fees is limited to 3%; and

WHEREAS the costs of auxiliary services are increasing;

BE IT THEREFORE RESOLVED that for the 2025-2026 academic year:

- The auxiliary fees for full-time students will go from \$175 to \$180 per semester
- The auxiliary fees for part-time students will go from \$39 to \$40 per course.

MOVED BY S. Mellouli

SECONDED BY M. Dussault

There is no call for the vote.

THE MOTION CARRIES.

8. Information and consultation

8.1. Information: St. Lawrence's Development Goals: 2024-2025 Action Plan

E. Berryman explains that the Development Goals were approved in January 2024. Board members received the report on the first semester of implementation. The action plan

highlights the actions taken on various projects. A full report will be provided at the end of the year.

The Chair reminds members that one of this year's objectives is to adopt Key Performance Indicators (KPIs) aligned with the Development Goals and incorporate them into a dashboard for ongoing tracking by the Board.

E. Berryman mentions that actions will be taken to better communicate efforts related to student success and Development Goals within the St. Lawrence community.

8.2. Information: Hiring freeze

E. Berryman explains that there is a hiring freeze, except for faculty. The ministerial definition of "direct services to students" is very narrow. Some contracts were extended before the November 1st deadline to maintain positions. Special requests can be made to create new positions, such as a dedicated support person for First Nations and Inuit students, which the college might explore.

8.3. General information

E. Berryman explains that the government has set a cap on the total number of remunerated hours for all categories of employees and is monitoring this closely. However, based on current numbers, the college does not foresee any issues.

9. Varia

No varia.

10. Adjournment

It is moved to adjourn the meeting.

MOVED BY D. Fava

SECONDED BY M.-P. Lamarche

The meeting is adjourned at 6:08 PM.