



St. Lawrence

CEGEP CHAMPLAIN

MINUTES

Regular meeting of the Governing Board

held on March 25, 2025, at 5:00 pm
at CEGEP Champlain- St. Lawrence room 242 (Boardroom)

Sitting members present

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

Invitee

J. Ruel	Institutional Development Counsellor
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Quorum attained with 7 of 13 sitting members present.

1. Opening remarks and confirmation of the quorum

Everybody is welcomed. Quorum is confirmed at 7 of 13 sitting members. The meeting is called to order.

2. Adoption of the agenda

The item "*Épreuve de français* results" was added under Varia. It is moved to adopt the agenda as modified.

MOVED BY C. Nadeau
SECONDED BY F. Séguin

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	5 min
3. Approval of the previous minutes and business arising	M. Vigneault	5 min
3.1 Regular meeting, February 18, 2025		
4. Internal Business of the Governing Board		
4.1 Declaration of conflict of interest	M. Vigneault	1 min
4.2 Remarks on the evaluation of the previous regular meeting	M. Vigneault	5 min
4.3 Update on Board membership	E. Berryman	2 min
5. Question period from the public		15 min
6. New business		
6.1 Follow-up to the February 18 meeting question period	M. Vigneault	15 min
6.2 Consultation: Harassment prevention and complaints handling policy	E. Berryman	20 min
6.3 Discussion: revision of the Policy on the Commission of Studies	E. Berryman	15 min
7. Information and consultation		
7.1 Capital and IT budgets	E. Berryman and T. Jones	10 min
7.2 Update on building projects	E. Berryman	5 min
8. Varia		
8.1 March 1st applications	E. Berryman	1 min
8.2 Employee satisfaction survey update	E. Berryman	1 min
8.3 Development goals newsletter	E. Berryman	1 min
8.4 <i>Épreuve de français</i> results	E. Berryman	1 min
9. Adjournment		

3. Approval of the previous minutes and business arising

3.1. Regular meeting, February 18, 2025

3.1.1 Minutes

It is proposed to adopt the minutes as modified.

MOVED BY F. Séguin
SECONDED BY C. Nadeau

There is no call for the vote.

THE MOTION CARRIES

The minutes are adopted unanimously.

4. Internal business of the Governing Board

4.1. Declaration of conflict of interest

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

4.2. Remarks on the evaluation of the previous regular meeting

The Chair presents the results of the two surveys. There were no major issues to report, even though the time allocated and the respect of the duration of the meeting were rated less favorably. This might be due to the extension of the question period.

4.3. Update on Board membership

The person responsible for appointments at the Ministry has not followed up on a recent inquiry regarding the vacant positions. The candidates previously suggested by the Chair were not accepted. It was emphasized that a diversity of viewpoints is essential for the effective functioning of the Governing Board. Whereas no specific profile is required, candidates related to our technical program would be an asset.

5. Question period from the public

No questions were raised by the public.

6. New business

6.1. Follow-up to the February 18 meeting question period

The Chair reiterates the importance of the college's relationship with the community, noting that while regularly discussed with the Director of the Constituent College, it has not been formally addressed at the Board level.

The Director of the Constituent College enumerates a long list of collaborations and partnerships between St. Lawrence and anglophone groups and organizations.

The Board recognizes the CEGEP's mandate to contribute to community development and acknowledges ongoing initiatives. The Chair suggests that the Board receive more regular updates on these initiatives. Ways to showcase such initiatives, such as through the college website, newsletter, or SLCSA-led student involvement, are explored. The Chair asks that the Director of the Constituent College bring forward suggestions at the next meeting as to how the Governing Board may stay informed about relations with the community.

6.2. Consultation: Harassment prevention and complaints handling policy

A review of the policy last adopted in 2019 is underway to address identified limitations and changes in roles and responsibilities. Consultations with unions, management, and student representatives (SLCSA) provided extensive feedback. Members raised concerns such as title inconsistencies and the need for local resolution of certain issues. Additional comments may be submitted directly to the Human Resources Coordinator.

6.3. Discussion: revision of the Policy on the Commission of Studies

The Commission of Studies (CoS) is due for a policy renewal after five years, and members were invited to propose revisions. Suggestions included incorporating relevant dimensions of the *Commission de l'évaluation de l'enseignement collégial's* quality assurance into the CoS mandate and allowing substitutes for members, particularly in cases of long-term absences or when a member cannot attend an important meeting. The Chair acknowledges these concerns but notes that substitutes would require constant updates. The Chair recommends that the concern be addressed without increasing the number of Commission members.

7. Information

7.1. Capital and IT budgets

Late last fall, the Ministère de l'Enseignement supérieur (MES) introduced new rules for the 2025-26 capital budget, changing the financial year from April 1 to March 31 instead of July 1 to June 30, as is the case for the operating budget. Previously, confirmed allocations were set for 10 years, but now funding will only be confirmed on a yearly basis and will be for Champlain Regional College globally.

Recently, each constituent college submitted a 10-year capital plan for IT and infrastructure. Budget allocation between colleges and the Administrative Center in Sherbrooke is managed by an IT committee and an infrastructure committee, which determine priorities and allocation for the year. These committees recommend priorities to the Executive Committee, which forward them to local boards and the Board of Governors for final approval. With this more centralized approach, the role of Directors of the Constituent Colleges in budget decisions has been reduced, though they remain involved in defining needs.

The MES restricts access to the accumulated surplus, and unspent funds must now be returned to the Ministry. The process for submitting project requests to the MES remains unclear.

The 2026-27 budget process will begin in fall 2025, requiring earlier planning.

7.2. Update on building projects

The window project is postponed by a year due to financing constraints and higher-than-expected costs. The major air conditioning unit replacement is rescheduled for next fall. The parking exit project remains uncertain, pending available funds. New retractable bleachers and gym carpets have been installed.

8. Varia

8.1. March 1st applications

730 applications were received for 400 available spots, slightly fewer than in the past two years.

8.2. Employee satisfaction survey update

The survey results are under analysis and should be presented at the next Board meeting.

8.3. Development goals newsletter

The Development Goals (DG) Newsletter is launched to enhance the DG's presence in the community, with at least two editions planned per year. The first edition was accompanied by a drop-in meeting, where a visitor suggested ways to better equip students for AI. The Chair congratulates the team involved in this initiative.

8.4. Épreuve uniforme de français results

The first cohort of non-certificate holders (187 students) achieved a 97.2% success rate on the *Épreuve uniforme de français*, compared to the network-wide average of 80%. The Director of the Constituent College congratulates the French teachers for their dedication and the support measures they implemented to help students succeed.

109 students took the English Exist Exam, with a 98% success rate.

9. Adjournment

It is moved to adjourn the meeting.

MOVED BY C. Nadeau

The meeting is adjourned at 6: 54 PM.