

MINUTES OF THE 497th MEETING OF THE BOARD OF GOVERNORS OF DAWSON COLLEGE HELD ON WEDNESDAY FEBRUARY 20, 2019 AT 6:00 P.M. IN THE BOARDROOM 5B.13, 3040 SHERBROOKE STREET WEST, MONTREAL, QUEBEC

PRESENT: Anila Asghar
Sonya Branco
Diane Gauvin
Richard Filion
Anna Gagliardi

Ioana Geles
Igor Gorelyshev
Sarah-Lena Grogg
Azra Khan
Steve Hatajlo

Maurice Hughes
Jean Nagy
Ralph Rimokh
Frank Runcie
Anna Villalta

REGRETS: Michael Goldwax, Chair
Alex McComber
Jamie Singerman

College Officers: Monique Magnan
François Paradis
Glenys Ronnie

Chair of Senate: Jonathon Sumner

Also Present: Chris Adam
Leanne Bennett
Isabelle Carrier
Andréa Cole

Carmela Gumelli
Max Jones
Wolfgang Krotter
Catherine LeBel

Kelly-Ann Morel
Johanne Rocheleau
Donna Varrica

Recording Secretary to the Board: Janet Pakulis

Agenda

- 497.1 ADOPTION OF THE AGENDA OF THE 497th MEETING**
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- 497.3 CORRESPONDENCE & PRESENTATIONS**
- 497.4 REPORTS**
 - .1 Report of the Executive Committee**
 - .2 Report of the Chair of the Board**
 - .3 Report of the Director General**
 - .4 Report of the Academic Dean**
 - .5 Report of the Chair of Senate**
 - .6 Report of the Director of Finance**
 - .1 Budget Variance Report – December 31, 2018**
- 497.5 BUSINESS ARISING FROM THE MINUTES**
 - .1 Update – Policy to Prevent and Counter Sexual Violence**
- 497.6 NEW BUSINESS**
 - .1 Dawson College Foundation Annual Report 2017-18**
 - .2 Sustainability Report 2017-18**
 - .3 Mandate Renewal – Academic Dean 2019-24**
 - .4 Academic Calendar 2019-20**
 - .5 Academic Calendar Kiuna 2019-20**
 - .6 Academic Calendar Winter 2019 Revision**
 - .7 Delegation of Authority – Preliminary Enrolment Projections Fall 2019**
 - .8 Appointment of External Auditors 2018-19**
 - .9 Skytech Expenses 2018-19**
 - .10 Program Revision – Science 200.B0**

497.7 VARIA

497.8 DATE OF NEXT MEETING

497.9 ADJOURNMENT

In the absence of the Board Chair, Michael Goldwax, Anna Gagliardi, Vice-Chair will chair the meeting. Ms. Gagliardi introduced Sarah-Lena Grogg, new student pre-university representative. She also stated that the Technology Student vacant position has not yet been filled.

497.1 ADOPTION OF THE AGENDA OF THE 497th MEETING

Agenda item 497.6.1 Dawson College Foundation Annual Report 2017-18 has been withdrawn. It was agreed to address items 497.6.2 and 497.6.10 following the adoption of the minutes.

A Board member requested an amendment to the agenda for the reason that the Academic Dean's Statement of Challenges and Issues, which is the third supporting document of agenda item 497.6.3, was not received in the timeframe stated in Bylaw Number 1.

It was moved by Igor Gorelyshev, seconded by Frank Runcie, **THAT IN RESPECT TO BYLAW NUMBER 1, THE TITLE OF 497.6.3 MANDATE RENEWAL – ACADEMIC DEAN 2019-24 SHOULD READ, MANDATE RENEWAL – ACADEMIC DEAN 2019-24 – RENEWAL COMMITTEE & TIMETABLE.**

The motion was denied, with two in favour, five against and four abstentions.

The same Board member then brought forward the following motion.

It was moved by Igor Gorelyshev, seconded by Frank Runcie, **THAT IN RESPECT TO BYLAW NUMBER 1 AND IN VIEW OF THE LATE DELIVERY OF THE ACADEMIC DEAN'S STATEMENT OF CHALLENGES AND ISSUES, ITEM NUMBER 497.6.3 SHOULD BE STRIKEN FROM THE AGENDA.**

The motion was denied with two in favour, ten against and one abstention.

A discussion ensued.

It was moved by Ralph Rimokh, seconded by Diane Gauvin, **THAT THE AGENDA OF THE 497th MEETING BE ADOPTED AS AMENDED.**

The motion was adopted with two against.

497.2 ADOPTION OF THE MINUTES OF THE 496th MEETING

It was moved by Steve Hatajlo, seconded by Igor Gorelyshev, **THAT THE MINUTES OF THE 496th MEETING BE ADOPTED.**

The motion was adopted unanimously by those eligible to vote.

497.3 CORRESPONDENCE & PRESENTATION

François Paradis, Director of Corporate Affairs stated that our external auditors recommended to expand the questions on the Declaration of Interests form for Board members. A new form will be sent to Board members in the near future.

497.4 REPORTS

.1 Report of the Executive Committee

The Chair of the Executive Committee, Richard Filion reported that the following motions were adopted at the regular meeting of the Executive Committee meeting on February 6, 2019:

In the Quality Assurance & Planning Office the vacant position of Computer Technician, GEAD-408 became vacant after the incumbent obtained another position. The position was abolished.

In Student Services, the position of Administrative Secretary STSV-425 will become vacant. The department assessed its needs and determined that an Administrative Support Agent, principal Class was more appropriate. Position STSV-425 was abolished and position STSV-439 was created.

A board member requested that the minutes of the Executive Committee be forwarded to Board members as per Bylaw 1, article 6.08.

.2 Report of the Chair of the Board

The Chair had nothing to report.

.3 Report of the Director General

Mr. Filion stated that following the resignation of the Ombudsperson, an interim Ombudsperson will be in place. The selection process for the Ombudsperson will be in place in a few months.

Regarding the Space Recovery dossier, an Offer to Purchase has been presented to the owner of the building. We should have an answer in the coming days.

François Paradis reported that the Board Governance Training session that was scheduled in January was cancelled due to the presentation training material not being ready on time. The session will be rescheduled.

.4 Report of the Academic Dean

The Academic Dean, Diane Gauvin stated that a new on-line publication entitled *Academic Matters* was recently launched. This publication is written by faculty and reflects on teaching and learning. The launch of this new publication was very successful and the next issue will be out in May. She also reported that the revision to the Science program and Social Science program will be in a consultation process with the Ministry. Briefs for the consultation must be submitted by March 15.

.5 Report of the Chair of Senate

The Chair of Senate, Jonathon Sumner had nothing to report.

.6 Report of the Director of Finance

.1 Budget Variance Report – December 31, 2018

Glenys Ronnie, Director of Finance reviewed the budget documents and stated that the operating budget is at 45% spent, same position as last year at this time. Most noticeable change is in P & F with an increase in expenses due to rental costs of the Forum. Teachers salaries are also higher. There has been an impressive increase in revenues in CTD.

497.5 BUSINESS ARISING FROM THE MINUTES

.1 Update – Policy to Prevent and Counter Sexual Violence

Pascahl Scott, Director of Human Resources reported that Consultations are on going within the Community. The Policy will be presented for adoption at the April board.

497.6 NEW BUSINESS

.1 Dawson College Foundation Annual Report 2017-18

Item withdrawn.

.2 Sustainability Report 2017-18

Chris Adam, Sustainability Coordinator, reviewed the highlights of the report in a video presentation. Mr. Filion stated that following Marc Garneau's recent visit to the College, Mr. Garneau was very impressed by our projects.

It was moved by Steve Hatajlo, seconded by Jean Nagy, **THAT THE BOARD OF GOVERNORS RECEIVES THE DAWSON COLLEGE SUSTAINABILITY REPORT 2017-18.**

The motion was adopted unanimously.

.3 Mandate Renewal Academic Dean

François Paradis, Director of Corporate Affairs, briefly explained the renewal process by definition of Bylaw Number 3 and the Colleges Act. The Bylaw states that the Board must appoint a Renewal committee, adopt a timetable and adopt a Statement of challenges and Issues.

i) It was moved by Steve Hatajlo, seconded by Anna Villalta, **THAT IN ACCORDANCE WITH CLAUSE 4.02 B) II) OF BYLAW NUMBER 3, MICHAEL GOLDWAX, CHAIR, ANNA GAGLIARDI, VICE-CHAIR AND RICHARD FILION, DIRECTOR GENERAL BE APPOINTED TO THE RENEWAL COMMITTEE FOR THE PROCESS OF THE RENEWAL OF MANDATE OF DIANE GAUVIN AS ACADEMIC DEAN, EFFECTIVE MARCH 5, 2019.**

The motion was adopted unanimously.

ii) It was moved by Anna Villalta, seconded by Ioana Geles, **THAT IN ACCORDANCE WITH CLAUSE 4.02 C) OF BYLAW NUMBER 3, THE TIMETABLE FOR THE RENEWAL OF THE ACADEMIC DEAN'S MANDATE BE ADOPTED.**

The motion was adopted with two abstentions.

iii) It was moved by Ralph Rimokh, seconded by Steve Hatajlo, **THAT THE STATEMENT OF CHALLENGES AND ISSUES 2019-24 BE ADOPTED AS THE MAIN REFERENCE FOR THE MANDATE RENEWAL PROCESS OF THE ACADEMIC DEAN.**

The motion was adopted with eleven in favour and two againsts.

.4 Academic Calendar 2019-20

Carmela Gumelli, Dean of Academic Systems, presented the proposed Academic Calendar for 2018-19. The calendar was endorsed by Senate. This calendar also includes Conted.

It was moved by Jean Nagy, seconded by Ralph Rimokh, **THAT THE TEACHING AND EVALUATION DATES PRESENTED IN THE 2019-20 ACADEMIC CALENDAR BE APPROVED.**

The motion was adopted unanimously.

.5 Academic Calendar 2019-20 Kiuna (First Nations Post Secondary Institution)

Diane Gauvin presented the proposed Kiuna Academic Calendar for 2019-20. The calendar includes one study week in the fall.

It was moved by Ralph Rimokh, seconded by Anna Villalta, **THAT THE TEACHING AND EVALUATION DATES PRESENTED IN THE KIUNA (FIRST NATIONS POST-SECONDARY INSTITUTION) ACADEMIC CALENDAR BE APPROVED FOR THE 2019-20 ACADEMIC YEAR.**

The motion was adopted unanimously.

.6 Academic Calendar Winter 2019 Revision

Diane Gauvin stated that due to the closure of the College on February 13, 2019, the Academic Calendar for Winter 2019 must be revised. This revision was endorsed by Senate.

It was moved by Steve Hatajlo, seconded by Jean Nagy, **THAT THE TEACHING AND EVALUATION DATES PRESENTED IN THE REVISED WINTER 2019 ACADEMIC CALENDAR BE APPROVED.**

The motion was adopted unanimously.

.7 Delegation of Authority – Preliminary Enrolment Projections Fall 2019

Diane Gauvin stated that since a final enrolment forecast will be prepared in early March, it is requested that the Executive Committee be authorized to approve the revised projection subject to ratification by the Board.

It was moved by Jean Nagy, seconded by Steve Hatajlo, **THAT THE BOARD OF GOVERNORS DELEGATES TO THE EXECUTIVE COMMITTEE AUTHORITY TO APPROVE THE ENROLMENT PROJECTION FOR FALL 2019 (SUBJECT TO RATIFICATION BY THE BOARD).**

The motion was adopted unanimously.

.8 Appointment of College External Auditors for 2017-18

Glenys Ronnie, Director of Finance stated that each year the Audit Committee must recommend external auditors to the Board of Governors. The Audit committee after consultation with the Director General and the Director of Finance, is recommending that the contract with Raymond Chabot Grant Thornton be renewed for the year 2018-19.

It was moved by Sonya Branco, seconded by Ralph Rimokh, **THAT RAYMOND CHABOT GRANT THORNTON BE APPOINTED AS THE DAWSON COLLEGE EXTERNAL AUDITORS FOR THE YEAR 2018-19 AT A FEE OF \$40,000 BEFORE TAXES.**

The motion was adopted unanimously.

.9 Skytech Expenses 2017-18

François Paradis stated that we have on-going maintenance and support agreements with Skytech related to various key computer systems. The combined cost for the contracts for 2018-19 is projected to be \$441,940 which represents an increase of 2.6% over last year. These contracts are indexed with the Consumer Price Index. Two modules have been added this year for teacher workload and print submission, which explains the increase.

It was moved by Steve Hatajlo, seconded by Diane Gauvin, **THAT PAYMENT OF SKYTECH EXPENSES OF \$445,000 (BEFORE TAX) BE APPROVED.**

The motion was adopted unanimously.

.10 Program Revision – Science 200 B.0

Diane Gauvin introduced the item stating that there were small revisions. Leanne Bennett further explained that there were modifications to the Academic Standing and Advancement policies of the Science Program, and the enriched and Environmental Science Profiles; there is an addition of six option courses and the title of the First Choice Science profile is to be changed to Enriched Science.

It was moved by Diane Gauvin, seconded by Igor Gorelyshev, **THAT THE REVISED SCIENCE PROGRAM BE APPROVED FOR THE FALL 2019 SEMESTER.**

The motion was adopted unanimously.

497.7 VARIA

Steve Hatajlo stated that the Dawson College Foundation golf tournament will be held on Wednesday June 12 at Summerlea golf course.

497.8 DATE OF NEXT MEETING

The next regular meeting of the Board of Governors is scheduled for April 10, 2019.

497.9 ADJOURNMENT

The meeting adjourned at 8:15 p.m.

Signatures:

Anna Gagliardi
Vice-Chair

François Paradis,
Director, Corporate Affairs

