



BOARD OF GOVERNORS

361st REGULAR BOARD MEETING – SEPTEMBER 9, 2014 – 19:00 – SH-104

Present:	Guylaine Audet, Chair John Halpin, Director General Andrew Biteen Darryl Climan Raymond Fourneaux Sergio Fratarcangeli Andre Mumme Cynthia Némorin, Vice-Chair Antonio Pampena Nabil Rifai Dwayne Rahal Line Roussin William Russell Erich Schmedt, Academic Dean Stavroula Makris, Secretary General Rosanna Fortunato, Recording Secretary	Regrets:	Louise Arsenault Jeffrey Derevensky Monique Lessard
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By invitation: Caroline Charbonneau, Director, Finance & Legal Affairs
Barth Gillan, Director, Foundation
Stephanie Hygate, Director, Continuing Education & International Office
Michael Johnston, Director, Facilities & IT
Dennis Waide, Director, Student Services
Donna Yates, Director, Human Resources

The Chair, Guylaine Audet, welcomed everyone to the first Board meeting of the 2014-2015 academic year. Further to the Board package which was sent electronically to the members, the Director General briefly reviewed some of the features offered by the pdf software to help them navigate through the Board package.

361-01 APPROVAL OF AGENDA

It was moved by Cynthia Némorin, seconded by Andre Mumme, and carried

THAT the Board approved the agenda as presented.

361-02 **MINUTES - 360th BOARD MEETING**

It was moved by Raymond Fourneaux, seconded by Andre Mumme, and carried

THAT the Minutes of the 360th Board meeting be approved as presented.

361-03 **BUSINESS ARISING FROM THE 360th BOARD MEETING**

Other than the agenda items to be discussed at this meeting, there was no business arising from the 360th Board Meeting.

361-04 **REPORT FROM THE EXECUTIVE COMMITTEE**

The Director General reviewed the decisions taken by the Executive Committee since the last Board meeting in August. Among others, he mentioned that:

- Last week, the Lester B. Pearson school board proposed to the Minister the name of a candidate to represent the school board on the Board of Governors.
- For the first time, the upcoming student elections to elect two students on the Board of Governors for 2014-2015 will be done electronically, via Omnivox. The student elections will take place on September 23, 2014.
- In connection with the evaluation of the Director General and the Academic Dean, it was proposed that evaluation committees be formed in the beginning of 2015 with a report to be presented to the Board of Governors by the end of the academic year or by the October 2015 Board meeting at the latest.

361-05 **ANALYSE DU RAPPORT FINANCIER**

The Director General explained the different aspects of the analysis received from the MESRS of John Abbott College's 2012-2013 financial report.

361-06 **RÉGIME D'EMPRUNTS À LONG TERME**

The information from the Ministry was only received on September 8, 2014. As a result, this item will be brought back to the next regular meeting in October 2014.

361-07 **CAPITAL BUDGET 2014-2015 – AMENDMENT TO RESOLUTION 360-11**

WHEREAS at its June 17, 2014 meeting, the Board of Governors passed resolution 360-11 setting the College’s capital budget as provisional at **\$5,233,800** for the 2014-2015 fiscal year;

WHEREAS on June 20, 2014, the College was notified that the capital budget for the 2014-2015 fiscal year is set at **\$4,892,700**, a decrease of **\$341,100**;

WHEREAS the Executive Committee is recommending that the Board of Governors amend Resolution 360-11 to reflect the authorized new capital budget as **\$4,892,700** for the 2014-2015 fiscal year;

It was moved by Andre Mumme, seconded by William Russell, and carried

THAT the Board of Governors amend Resolution 360-11 to reflect the authorized new capital budget as **\$4,892,700** for the 2014-2015 fiscal year.

361-08 **OPERATIONAL BUDGET 2014-2015**

WHEREAS the Executive Committee is recommending that the Board of Governors approve the balanced Operational Budget for the 2014-2015 fiscal year, as prepared by the administration;

It was moved by Line Roussin, seconded by Erich Schmedt, and carried

THAT the Board of Governors approve the balanced Operational Budget for the 2014-2015 fiscal year, as prepared by the administration.

361-09 **LINE OF CREDIT 2014-2015 – OPERATIONAL BUDGET**

It was moved by Andrew Biteen, seconded by Raymond Fourneaux, and carried

THAT John Abbott College be authorized to borrow from the Canadian Imperial Bank of Commerce, 189 Hymus Boulevard, Pointe-Claire Branch,

- up to the sum of \$3,810,000 during the period of July 1, 2014 to August 31, 2014;
- up to the sum of \$8,165,000 during the period of September 1, 2014 to March 31, 2015;
- up to the sum of \$7,620,000 during the period of April 1, 2015 to June 30, 2015,

bearing interest at the rate in accordance with the letter of authority to borrow signed by Lise

Verreault, *la sous-ministre du Ministère de l'Enseignement supérieur, de la Recherche et de la Science*, dated June 26, 2014 (*marge de crédit autorisée au fonds de fonctionnement pour l'année scolaire 2014-2015*);

and

THAT any two of the following officers of the College, the Director General, the Coordinator of Financial Services/Comptroller, the Academic Dean and the Director of Finance and Legal Affairs be authorized to sign for, on behalf of the College, all documents and instruments evidencing the said advances.

361-10 **LINE OF CREDIT 2014-2015 – CAPITAL BUDGET**

It was moved by Cynthia Némorin, seconded by Antonio Pampena, and carried

THAT John Abbott College be authorized to borrow from the Canadian Imperial Bank of Commerce, 189 Hymus Boulevard, Pointe-Claire Branch,

- up to the sum of \$28,752,000 during the period of July 1, 2014 to November 30, 2014;
- up to the sum of \$30,657,000 during the period of December 1, 2014 to June 30, 2015;

bearing interest at the rate in accordance with the letter of authority to borrow signed by Lise Verreault, *la sous-ministre du Ministère de l'Enseignement supérieur, de la Recherche et de la Science*, dated June 26, 2014 (*marge de crédit autorisée au fonds des immobilisations- année scolaire 2014-2015*);

and

THAT any two of the following officers of the College, the Director General, the Coordinator of Financial Services/Comptroller, the Academic Dean and the Director of Finance and Legal Affairs be authorized to sign for, on behalf of the College, all documents and instruments evidencing the said advances.

361-11 **NOTICE OF MOTION AS PER ARTICLE 2.7.16 OF BY-LAW 1 TO AMEND BY-LAW 1**
"CONCERNING THE GENERAL ADMINISTRATION OF THE COLLEGE"

In conformity to By-Law 1 "Concerning the General Administration of the College" Article 2.7.16 "Amendment or Revocation of By-Law"

2.7.16.1 The Board may amend or revoke its by-laws at any regular or special meeting. However, proposed amendments or revocations must be submitted in writing to all members at the previous regular meeting.

2.7.16.2 Resolutions assenting to by-laws, their modification or revocation, must be adopted by two-thirds of the votes expressed by members present who are entitled to vote.

The attached amendments to By-law 1 "Concerning the General Administration of the College" are tabled at the September 9, 2014 Board meeting to be voted on at the October 14, 2014 regular Board meeting.

WHEREAS the proposed amendments are tabled for Board members to forward to the Secretary General any feedback by Friday, September 26, 2014;

WHEREAS the Board of Governors at its October 14, 2014 regular meeting will consider the proposed tabled amendments and feedback received and vote to amend By-law 1 "Concerning the General Administration of the College" as deemed appropriate.

361-12 **COPIBEC RENEWAL AGREEMENT – CONVENTION CONCERNANT LA REPRODUCTION D'OEUVRES DANS LES ÉTABLISSEMENTS D'ENSEIGNEMENT COLLÉGIAL, 2014-2017**

ENTENTE CONCERNANT LA REPRODUCTION D'ŒUVRES LITTÉRAIRES DANS LES ÉTABLISSEMENTS D'ENSEIGNEMENT DE NIVEAU COLLÉGIAL (DROIT D'AUTEUR)

Considérant que l'entente intervenue avec la Société québécoise de gestion collective des droits de reproduction (Copibec) concernant la reproduction d'œuvres littéraires dans les établissements d'enseignement de niveau collégial a pris fin le 30 juin 2014;

Considérant les négociations intervenues entre la Fédération des cégeps et Copibec pour le renouvellement de cette entente;

Considérant qu'une entente de principe est intervenue entre les représentants des établissements d'enseignement collégial et les représentants de Copibec relativement à la reproduction d'œuvres littéraires dans les établissements d'enseignement collégial;

Considérant l'adoption par le conseil d'administration de la Fédération des cégeps, le 29 août 2014, de l'entente de principe négociée relativement à la reproduction d'œuvres littéraires dans les établissements d'enseignement collégial;

SUR LA PROPOSITION DE Line Roussin, appuyée par Antonio Pampena,
IL EST RÉSOLU :

D'adhérer à l'entente concernant la reproduction d'œuvres littéraires dans les établissements d'enseignement de niveau collégial annexée aux présentes;

D'autoriser le président-directeur général de la Fédération des cégeps, monsieur Jean Beauchesne, à signer pour et au nom du Cégep John Abbott College cette entente.

361-13 APPOINTMENT OF BOARD AUDIT COMMITTEE 2014-2015

WHEREAS Policy No. 3 *Concerning the Hiring and Evaluation of An External Auditor* sets the composition of the Board Audit Committee as being comprised of the Chairperson of the Board, the Director General and two other Board members who are not employees of the College;

WHEREAS the Executive Committee is recommending to the Board of Governors:

- That the Board Audit Committee for the 2014-2015 fiscal year be composed of the Chairperson of the Board, Guylaine Audet, the Director General, John Halpin, Andrew Biteen and Cynthia Némorin, with the Director of Finance and Legal Affairs and the Comptroller as resource persons; and
- That the Director General chair the Committee.

It was moved by Darryl Climan, seconded by Andre Mumme, and carried

THAT the Board of Governors approve the composition of the Board Audit Committee for the 2014-2015 fiscal year as recommended by the Executive Committee and that the Director General chair the Committee.

361-14 STRATEGIC PLAN 2015-2020

The Director General presented the proposed outline for the development of the Strategic Plan 2015-2020. Members of the Academic Council and of the Board of Governors will be invited to attend a brainstorming session on October 14, 2014. In preparation for this meeting, the Director General recommended that participants review the SWOT Analysis (Strengths, Weaknesses, Opportunities & Threats), the Report Card on the Strategic Plan 2010-2015, and consider the following key brainstorming question: "Imagine the year 2020, what differences will our students and staff see at JAC that will enhance student and institutional success?".

361-15 STUDENT DIPLOMA REQUESTS – PREVIOUS SEMESTERS

It was moved by Andre Mumme, seconded by Antonio Pampena, and carried

THAT the Board approve for forwarding to Quebec, the names of 1282 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 89 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in August 2014, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

361-16 **OPERATIONS REPORT**

The Director General presented the key highlights of the Operations Report included in the package.

361-17 **NEXT MEETING**

An e-mail will be sent shortly to all Board members outlining the schedule for the next Board Meeting of October 14, 2014. It will essentially state the following:

From 5:00 to 6:30 pm, Me Henrik Ellefsen from the *Centre collegial des services regroupés* (CCSR) will be presenting to the Board information regarding the role, the function and the mandate of members of Board of Governors.

From 6:30 to 7:00 pm, members from the Academic Council will be invited to join the members of the Board of Governors for a light supper.

From 7:00 to 8:00 pm, there will be a brainstorming session with both groups.

From 8:00 to 9:00 pm, the regular Board meeting will resume.

361-18 **CLOSING OF THE 361st BOARD MEETING**

It was moved by Raymond Fourneaux

THAT the 361st Board meeting be adjourned.

Chair

Secretary General



BOARD OF GOVERNORS

362nd REGULAR BOARD MEETING – OCTOBER 14, 2014 – 5:00 PM – SH-104

Present: Guylaine Audet, Chair
John Halpin, Director General
Louise Arsenaault
Ray Fourneaux
Sergio Fratarcangeli
Monique Lessard
Bill Mahon
Andre Mumme
Hanna Oosterveen
Antonio Pampena
Dwayne Rahal
Line Roussin
William Russell
Erich Schmedt, Academic Dean
Stavroula Makris, Secretary General
Rosanna Fortunato, Recording Secretary

Regrets: Andrew Biteen
Jeffrey Derevensky
Cynthia Némorin, Vice-Chair
Nabil Rifai

By invitation: Caroline Charbonneau, Director, Finance & Legal Affairs
Barth Gillan, Director, Foundation
Stephanie Hygate, Director, Continuing Education & International Office
Michael Johnston, Director, Facilities & IT
Dennis Waide, Director, Student Services
Donna Yates, Director, Human Resources

The Chair welcomed and introduced to the Board: Hanna Oosterveen, newly elected student representative for Pre-University studies; Antonio Pampena, newly re-elected student representative for Technical Studies; and Bill Mahon, newly elected Non-Teaching Professional.

362-01 PRESENTATION BY ME ELLEFSEN ON THE MAIN RULES GOVERNING COLLEGE DIRECTORS

Me Henrik Ellefsen provided a training session to the Board members to inform them of the main rules governing college directors.

362-02 STRATEGIC PLAN 2015-2020: BRAINSTORMING SESSION

In preparation for the development of the Strategic Plan 2015-2020, the Director General invited members of the Academic Council to join the members of the Board and the Directors to attend a brainstorming session in order to provide an opportunity for all parties to identify possible initiatives/orientations that will drive the College to where we want to be in 2020. Following a debrief of the session, the Director General thanked all participants for sharing their ideas.

362-03 **APPROVAL OF AGENDA**

It was moved by Louise Arsenault, seconded by Line Roussin, and carried

THAT the Board approved the agenda as presented.

362-04 **MINUTES – 361st BOARD MEETING**

It was moved by Antonio Pampena, seconded by Ray Fourneaux, and carried

THAT the Minutes of the 361st Board meeting be approved as presented.

362-05 **BUSINESS ARISING FROM THE 361st BOARD MEETING**

The Director General updated the Board members on the business arising since the last meeting in September. Among others, the College has been advised by MESRS that it has received a candidate name for the school board representative on the College's Board of Governors and that an appointment by MESRS is forthcoming.

362-06 **CAPITAL BUDGET BREAKDOWN**

The Director General reviewed the details and breakdown of the 2014-2015 capital budget.

362-07 **REPORT FROM THE EXECUTIVE COMMITTEE**

At its meeting of October 1, 2014, the Executive Committee:

- In conformity to By-law 3 (article 1.7), approved amendments to the signing authority and limits for acquisitions and expenses for which an operational budget was approved in a fiscal year;
- Reviewed the details and breakdown of the 2014-2015 capital budget which was presented at the last meeting of the Board of Governors;
- Was updated on the results of the students' elections and on the vacancy in the professional category on the Board of Governors;
- Recommended to the Board of Governors that Hanna Oosterveen, student member on the Board of Governors, be appointed to the Executive Committee;
- Discussed the date and time of the next Executive Committee meeting, which meeting will be preceded by a meeting of the Audit Committee.

362-08 **RÉGIME D'EMPRUNTS À LONG TERME**

362-09 **APPOINTMENT OF EXECUTIVE COMMITTEE MEMBER**

WHEREAS, at its June 17, 2014 meeting, the Board of Governors appointed the following members to the Executive Committee 2014-2015:

- The Director General, John Halpin, who will chair the Committee
- Guylaine Audet, Chairperson of the Board
- Cynthia Némorin, Vice-Chairperson of the Board
- Erich Schmedt, Academic Dean
- William Russell, Faculty Member
- One student member to be appointed after Students Election to the Board

WHEREAS Students Elections occurred on September 23, 2014 and September 26, 2014;

WHEREAS pursuant to article 4.8.2.9 of By-law 1 "Concerning the General Administration of the College", the Executive Committee is responsible to recommend candidates for Board appointment to the Executive Committee;

WHEREAS the Executive Committee is recommending to the Board of Governors that Hanna Oosterveen, student member on the Board of Governors, be appointed to the Executive Committee;

It was moved by Bill Mahon, seconded by Antonio Pampena, and carried

THAT the Board of Governors approve that Hanna Oosterveen, student member on the Board of Governors, be appointed to the Executive Committee.

362-10 **NOTICE OF MOTION AS PER ARTICLE 2.7.16 OF BY-LAW 1 TO AMEND BY-LAW 2 "CONCERNING THE APPOINTMENT, THE RENEWAL OF MANDATE AND THE EVALUATION OF THE DIRECTOR GENERAL AND THE ACADEMIC DEAN"**

In conformity to By-Law 1 "Concerning the General Administration of the College" Article 2.7.16 "Amendment or Revocation of By-Law"

2.7.16.1 The Board may amend or revoke its by-laws at any regular or special meeting. However, proposed amendments or revocations must be submitted in writing to all members at the previous regular meeting.

2.7.16.2 Resolutions assenting to by-laws, their modification or revocation, must be adopted by two-thirds of the votes expressed by members present who are entitled to vote.

The attached amendments to By-law 2 "Concerning the Appointment, the Renewal of Mandate and the Evaluation of the Director General and the Academic Dean" are tabled at the October 14, 2014 Board meeting to be voted on at the November 18, 2014 regular Board meeting.

WHEREAS the proposed amendments are tabled for Board members to forward to the Secretary General any feedback by Friday, October 31, 2014;

WHEREAS the Board of Governors at its November 18, 2014 regular meeting will consider the proposed tabled amendments and feedback received and vote to amend By-law 2 "Concerning the Appointment, the Renewal of Mandate and the Evaluation of the Director General and the Academic Dean " as deemed appropriate.

362-11 AMENDMENT TO BY-LAW 1 "CONCERNING THE GENERAL ADMINISTRATION OF THE COLLEGE"

In conformity to By-Law 1 "Concerning the General Administration of the College" Article 2.7.16 "Amendment or Revocation of By-Law"

2.7.16.1 The Board may amend or revoke its by-laws at any regular or special meeting. However, proposed amendments or revocations must be submitted in writing to all members at the previous regular meeting.

2.7.16.2 Resolutions assenting to by-laws, their modification or revocation, must be adopted by two-thirds of the votes expressed by members present who are entitled to vote.

The proposed amendments to By-law 1 "Concerning the General Administration of the College" were tabled at the September 9, 2014 Board meeting to be voted on at the October 14, 2014 regular Board meeting.

WHEREAS Board members were asked to forward any feedback to the Secretary General by September 26, 2014;

WHEREAS no feedback was received by September 26, 2014;

It was moved by Bill Mahon, seconded by Line Roussin and carried

THAT the Board of Governors approve By-law 1 "Concerning the General Administration of the College" as amended and to take effect on October 15, 2014.

362-12 ANNUAL REPORT 2013-2014

The external auditors have not yet completed their verification of the year-end financial statements. As a result, the annual report for 2013-2014 will be presented at the next regular meeting of the Board of Governors.

362-13 STUDENT DIPLOMA REQUESTS – PREVIOUS SEMESTERS

It was moved by Andre Mumme, seconded by Monique Lessard, and carried

THAT the Board approve for forwarding to Quebec, the names of 47 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 37 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in September 2014, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

362-14 OPERATIONS REPORT

The Director General and the Academic Dean presented the key highlights of the Operations Report included in the package.

362-15 CLOSING OF THE 362nd BOARD MEETING

Prior to closing the meeting, the Chair extended her gratitude to Darryl Climan for all his great work during his mandate on the Board of Governors as well as best wishes with his future endeavours.

It was moved by Bill Mahon

THAT the 362nd Board meeting be adjourned.

Chair

Secretary General



BOARD OF GOVERNORS

363rd REGULAR BOARD MEETING – NOVEMBER 18, 2014 – 7:00 PM – SH-104

Present:	Guylaine Audet, Chair John Halpin, Director General Louise Arsenault Andrew Biteen Jeffrey Derevensky Ray Fourneaux Sergio Fratarcangeli Monique Lessard Cynthia Némorin, Vice-Chair Hanna Oosterveen Dwayne Rahal Erich Schmedt, Academic Dean Stavroula Makris, Secretary General Rosanna Fortunato, Recording Secretary	Regrets:	Bill Mahon Andre Mumme Antonio Pampena Nabil Rifai Line Roussin William Russell
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By invitation: Caroline Charbonneau, Director, Finance & Legal Affairs
Barth Gillan, Director, Foundation
Michael Johnston, Director, Facilities & IT
Dennis Waide, Director, Student Services
Donna Yates, Director, Human Resources
Daniel Nyisztor, Comptroller
Christine Régimbal, Raymond Chabot Grant Thornton

363-01 APPROVAL OF AGENDA

It was moved by Andrew Biteen, seconded by Louise Arsenault, and carried

THAT the Board approved the agenda as presented.

363-02 MINUTES – 362nd BOARD MEETING

It was moved by Ray Fourneaux, seconded by Hanna Oosterveen, and carried

THAT the Minutes of the 362nd Board meeting be approved as presented.

363-03 BUSINESS ARISING FROM THE 362nd BOARD MEETING

The Director General updated the Board members on the business arising since the last meeting in October.

He also informed the Board members that the *Ministre de l'Enseignement supérieur, de la Recherche et de la Science* (MESRS) announced last week that approximately \$19 million in budget cuts would be applied across the collegial network.

363-04 REPORT FROM THE EXECUTIVE COMMITTEE

At its meeting of November 3, 2014, the Executive Committee:

- Recommended that the Board of Governors adopt the College's audited financial statements for the 2013-2014 fiscal year.
- Recommended that the Board of Governors authorize the appropriation from the College's surplus account with respect to the International Non-Credit Day Students (INCA), to be used to augment the teaching resources at John Abbott College.
- Recommended that the Board of Governors authorize the appropriation from the College's surplus account, to be used solely for Renovation Projects.
- Recommended that the Board of Governors appoint the firm Raymond Chabot Grant Thornton as the College's external auditors for the 2014-2015 fiscal year.
- Discussed Board effectiveness and was presented with a survey in such respect.
- Was presented with a Disclosure of Interests document prepared pursuant to Policy no. 5 *Concerning Code of Ethics and Professional Conduct for Members of the Board of Governors*.

363-05A AUDITED FINANCIAL STATEMENTS 2013-2014

Ms. Caroline Charbonneau, Director of Finance & Legal Affairs, reviewed and explained the internal financial statements for the 2013-2014 fiscal year.

Ms. Christine Régimbal from Raymond Chabot Grant Thornton, the College's external auditors, presented the auditor's report.

Following an exchange of questions, the Board members voted on the following resolution:

CONSIDÉRANT *le dépôt du rapport financier pour examen;*

CONSIDÉRANT *le rapport de vérification préparé par la firme Raymond Chabot Grant Thornton, dûment mandatée par la résolution 353-14;*

CONSIDÉRANT *la recommandation du comité de vérification;*

Sur proposition de Erich Schmedt, appuyée par Andrew Biteen

IL EST RÉSOLU :

QUE le comité exécutif recommande que le conseil d'administration adopte pour l'exercice financier 2013-2014 :

- *la section « états financiers » du fonds de fonctionnement;*
- *la section « états financiers » du fonds d'immobilisations;*
- *les notes aux états financiers;*
- *le rapport de l'auditeur indépendant;*
- *le questionnaire à l'intention de l'auditeur indépendant;*
- *les résultats de la vérification sur l'effectif;*
- *les résultats de la vérification sur l'énergie.*

363-05B AUDITED FOUNDATION FINANCIAL STATEMENTS 2013-2014

It was moved by Ray Fourneaux, seconded by Cynthia Némorin, and carried

THAT the Board of Governors receive the Foundation's Financial Statements for the year ended June 30, 2014.

363-06 APPROPRIATION FROM THE COLLEGE'S SURPLUS ACCOUNT – INTERNATIONAL NON-CREDIT DAY STUDENTS (INCA)

WHEREAS John Abbott College and the John Abbott College Faculty Association concluded an agreement to recognize additional faculty allocation for non-credit foreign students enrolled at John Abbott College, effective from the 2001-2002 academic year;

WHEREAS the College's financial statements for the year ending June 30, 2014 show an unappropriated accumulated surplus of \$3,152,260;

WHEREAS the Executive Committee is recommending that the Board of Governors authorize the appropriation of \$45,410 from the College's unappropriated accumulated surplus account, to be used to augment the teaching resources at John Abbott College.

It was moved by Louise Arsenault, seconded by Jeffrey Derevensky, and carried

THAT the Board of Governors authorize the appropriation of \$45,410 from the College's unappropriated accumulated surplus account, to be added to the \$966,982 previously approved, for a total of \$1,012,392, said funds to be held in a segregated account and to be used to augment the teaching resources at John Abbott College, thus bringing the College's unappropriated accumulated surplus account to \$3,106,850.

363-07 APPROPRIATION FROM THE COLLEGE'S SURPLUS ACCOUNT – RENOVATION PROJECTS

WHEREAS the College's financial statements for the year ending June 30, 2014 show an unappropriated accumulated surplus of \$3,152,260;

WHEREAS the College wishes to maintain a contingency of \$1,500,000;

WHEREAS the Executive Committee is recommending that the Board of Governors authorize the appropriation of \$1,606,850 from the College's unappropriated accumulated surplus account, to be used

solely for Renovation Projects;

It was moved by Andrew Biteen, seconded by Cynthia Némorin, and carried

THAT the Board of Governors authorize the appropriation of \$1,606,850 from the College's unappropriated accumulated surplus account, said funds to be held in a segregated account and to be used solely for Renovation Projects, thus bringing the renovation fund to \$7,674,541 and the College's unappropriated accumulated surplus account to \$1,500,000.

363-08 **APPOINTMENT OF EXTERNAL AUDITORS 2014-2015**

WHEREAS the Board Audit Committee and the Executive Committee have recommended that the firm Raymond Chabot Grant Thornton be appointed as the College's external auditors for the 2014-2015 fiscal year;

It was moved by Hanna Oosterveen, seconded by Jeffrey Derevensky, and carried

THAT the Board of Governors appoint the firm Raymond Chabot Grant Thornton as the College's external auditors for the 2014-2015 fiscal year.

363-09 **AMENDMENT TO BY-LAW 2 "CONCERNING THE APPOINTMENT, THE RENEWAL OF MANDATE AND THE EVALUATION OF THE DIRECTOR GENERAL AND THE ACADEMIC DEAN"**

In conformity to By-Law 1 "Concerning the General Administration of the College" Article 2.7.16 "Amendment or Revocation of By-Law"

2.7.16.1 The Board may amend or revoke its by-laws at any regular or special meeting. However, proposed amendments or revocations must be submitted in writing to all members at the previous regular meeting.

2.7.16.2 Resolutions assenting to by-laws, their modification or revocation, must be adopted by two-thirds of the votes expressed by members present who are entitled to vote.

The proposed amendments to By-law 2 "Concerning the Appointment, the Renewal of Mandate and the Evaluation of the Director General and the Academic Dean" were tabled at the October 14, 2014 Board meeting to be voted on at the November 18, 2014 regular Board meeting.

WHEREAS Board members were asked to forward any feedback to the Secretary General by October 31, 2014;

WHEREAS no feedback was received by October 31, 2014;

It was moved by Cynthia Némorin, seconded by Monique Lessard, and carried

THAT the Board of Governors approve By-law 2 "Concerning the Appointment, the Renewal of Mandate and the Evaluation of the Director General and the Academic Dean" as amended and to take effect on November 19, 2014.

363-10 **NEW PROGRAM – ARTS, LITERATURE & COMMUNICATION 500.A1**

Erich Schmedt introduced Tracey McGee, Chair of the Media Arts Department, and Tom McKendy, Dean of Arts, who explained the changes and highlights for the new program entitled Creative Arts, Literature and Languages program 500.A1.

WHEREAS John Abbott College is authorized by the Ministry of Education to offer the Creative Arts, Literature and Languages program 500.A1;

WHEREAS the Creative Arts department has changed its program name from Creative Arts, Literature and Languages program to Arts, Literature & Communication in accordance with MESRS (*Ministre de l'Enseignement supérieur, de la Recherche et de la Science*) requirements;

WHEREAS the College's Academic Council was consulted and recommended that the Arts, Literature & Communication new program be forwarded to the Board of Governors for approval;

It was moved by Ray Fourneaux, seconded by Monique Lessard, and carried

THAT the Board of Governors approve the program name change from Creative Arts, Literature and Languages program to Arts, Literature & Communication, as presented; and

THAT John Abbott College implement the new program name change for students registering for Fall 2015.

363-11 **JOHN ABBOTT COLLEGE 2013-2014 ANNUAL REPORT**

It was moved by Jeffrey Derevensky, seconded by Andrew Biteen, and carried

THAT the Board of Governors approve John Abbott College's 2013-2014 Annual Report, as presented and amended.

363-12 **JOHN ABBOTT COLLEGE FOUNDATION 2013-2014 ANNUAL REPORT**

It was moved by Monique Lessard, seconded by Hanna Oosterveen, and carried

THAT the Board of Governors receive the Foundation's 2013-2014 Annual Report.

363-13 **AMENDMENT TO POLICY NO. 1 "PROGRAM ASSESSMENT"**

WHEREAS it was determined that Policy No. 1 "Program Assessment" be modified in order to bring areas of study, such as General Education into the Policy as it is not only used for programs. As a result, it is

proposed that the policy be renamed to "The Assessment Policy: Quality of Education at John Abbott College";

WHEREAS the Academic Council recommends to the Board of Governors that the amendments to Policy No. 1 "The Assessment Policy: Quality of Education at John Abbott College" be approved as written;

It was moved by Jeffrey Derevensky, seconded by Louise Arsenault, and carried

THAT the Board of Governors approve the amendments to Policy no.1 "The Assessment Policy: Quality of Education at John Abbott College" as amended and to take effect on November 19, 2014.

363-14 **DISCLOSURE OF INTERESTS**

The Secretary General reviewed the "Disclosure of Interests" document. In accordance with Policy no. 5 *Concerning Code of Ethics and Professional Conduct for Members of the Board of Governors*, Board members are asked to disclose any interest they may have in any organization having done or doing business with the College which may result in a real, potential or perceived conflict of interest. Each member is requested to submit this form to the Secretary General by the end of November 2014.

363-15 **STRATEGIC PLAN UPDATE**

The Director General reviewed the two documents that were submitted with the Board package. The first document was the output of replies collected in each brainstorming session conducted on October 14, 2014 from the joint meeting between members of Academic Council and Board of Governors. Each of the total 93 proposed initiatives were subsequently reviewed and synthesized into 37 orientations as reflected in the second document entitled "consultation document".

This consultation document was submitted to the entire JAC community on November 11, 2014 as an initial start-up and to solicit feedback on improvements or additions either by e-mail to the Director General's assistant, posting on the strategic plan community forum or by attending the two planned Town Hall meetings. In addition, the Director General and the Academic Dean met with all the association executives on November 6, 2014 and the general feedback was positive. It was agreed that this group will meet again early in January to review Cycle 1 and validate the next steps.

The first Town Hall meeting for all employees is scheduled for December 10, 2014. The Director General will meet separately with SUJAC representatives on December 1, 2014 to discuss how the student population would like to participate in this process.

363-16 **BOARD EFFECTIVENESS**

The Chair of the Board reviewed the Board Effectiveness document. Board members were asked to fill out the survey in order to evaluate the Board's effectiveness and to promote engagement at the Board level. This document will serve as a tool to encourage a yearly conversation on this topic. Each member is requested to submit this completed form and any comments to the Secretary General by the end of November 2014. Results will be compiled and shared with the Board members.

363-17 OPERATIONS REPORT

The Director General and the Academic Dean presented the key highlights of the Operations Report included in the package.

363-18 CLOSING OF THE 363rd BOARD MEETING

It was moved by Ray Fournieux

THAT the 363rd Board meeting be adjourned.

Chair

Secretary General



BOARD OF GOVERNORS

364th REGULAR BOARD MEETING – DECEMBER 16, 2014 – 7:00 PM – SH-104

Present:	Guylaine Audet, Chair John Halpin, Director General Louise Arsenault Andrew Biteen Doug Brown Ray Fourneaux Bill Mahon Andre Mumme Cynthia Némorin, Vice-Chair Dwayne Rahal Line Roussin William Russell Erich Schmedt, Academic Dean Stavroula Makris, Secretary General Rosanna Fortunato, Recording Secretary	Regrets:	Jeffrey Derevensky Monique Lessard Hanna Oosterveen Antonio Pampena Dwayne Rahal Nabil Rifai
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By invitation: Caroline Charbonneau, Director, Finance & Legal Affairs
Barth Gillan, Director, Foundation
Stephanie Hygate, Director of Continuing Education & International
Michael Johnston, Director, Facilities & IT

364-01 APPROVAL OF AGENDA

It was moved by Andre Mumme, seconded by Erich Schmedt and carried

THAT the Board approved the agenda as amended.

364-02 MINUTES – 363rd BOARD MEETING

It was moved by Ray Fourneaux, seconded by Louise Arsenault, and carried

THAT the Minutes of the 363rd Board meeting be approved as presented.

364-03 BUSINESS ARISING FROM THE 363rd BOARD MEETING

The Director General notified the Board members that the College sent out a communiqué to all of its employees earlier this month to address the latest austerity measures taken by the Quebec government; more specifically,

an additional 19M\$ budget cut to the Cegep network was recently announced by MERS.

364-04 REPORT FROM THE EXECUTIVE COMMITTEE

At its meeting of December 3, 2014, the Executive Committee:

- Considered the proposed resolution from *La Fédération des Cégeps* in regards to the recently announced budget cuts and agreed to present it to the Board of Governors.
- Discussed the strategic plan quality goals, two of which will be presented and explained in greater detail at the next meeting of the Board of Governors. Was updated on the students' input in regards to the strategic plan 2015-2020.
- Discussed the dynamics of Board of Governors' meetings.
- Was updated on the board effectiveness survey as well as on the disclosure of interests form.
- Was informed of upcoming faculty elections and board vacancies in 2015.
- Was presented with on-boarding material prepared for new members of the Board of Governors.

364-05 BUDGET COMPRESSION

The Director General presented the proposed resolution from *La Fédération des Cégeps* in regards to the recently announced budget cuts imposed on the college network by the Quebec government.

CONSIDÉRANT la décision du gouvernement du Québec d'imposer au réseau collégial public, en cours d'année financière, une nouvelle compression budgétaire récurrente de plus de 19 millions, ce qui représente un montant d'approximativement 545 000\$ pour le collège;

CONSIDÉRANT que le réseau collégial a déjà subi, au cours des quatre dernières années, six compressions pour un total de 109 millions, soit un montant d'approximativement 3 128 000\$ pour le collège;

CONSIDÉRANT que les cégeps sont presque entièrement financés par le gouvernement, qu'ils ne peuvent exiger aucun droit de scolarité et n'ont pas de pouvoir de taxation;

CONSIDÉRANT que le collège a déjà mené plusieurs exercices de réduction de ses dépenses, qu'il n'a plus de marge de manœuvre et qu'il n'est plus en mesure de compresser davantage ses dépenses « sans affecter la qualité des services aux étudiants » ou « sans mettre en péril sa stabilité financière »;

CONSIDÉRANT que le conseil est inquiet de la situation actuelle et qu'il se questionne sur le niveau de priorité accordé à l'enseignement collégial par le gouvernement du Québec.

Sur proposition de Andre Mumme, appuyée par Cynthia Némorin

IL EST RÉSOLU :

que le conseil d'administration dénonce la nouvelle compression budgétaire récurrente imposée au collège par le gouvernement du Québec, et mandate le président du conseil d'administration d'en informer le ministre de l'enseignement supérieur, de la recherche et de la science.

364-06 **STRATEGIC PLAN**

The Director General updated the members on the next steps in regards to the elaboration of the strategic plan 2015-2020.

John Halpin introduced Lisa Boyle, Education Advisor - College Assessment, who presented and explained in detail two of the strategic plan quality goals. The Board members agreed to support the development of the quality goals as presented.

364-07 **ACADEMIC COUNCIL COMPOSITION 2014-2015 – AMENDMENT TO RESOLUTION 360-22**

It was moved by Andrew Biteen, seconded by Bill Mahon, and carried

THAT the list of Academic Council student representatives, regular and replacement, be as follows for the remainder of the 2014-2015 academic year:

Regular	Replacements
Cathrine Mekhil Polis	Sinthujaiyan Thampipillai
Gabriel Casola	Elais Latchem
Raphael Verelst	Nikolas Dolmat
	Ilya Belyaev
	Matthew Kocherha

364-08 **REVISION TO THE ATTESTATION PROGRAM IN INTERNET PROGRAMMING & DEVELOPMENT A.E.C. LEA.BN**

John Halpin introduced Stephanie Hygate, Director of Continuing Education & International, who explained the revisions made to the Internet Programming and Development A.E.C. LEA.BN program.

WHEREAS the Internet Programming and Development A.E.C. LEA.BN was first developed in 2009 at the request of Emploi-Québec in order to meet the needs of the job market;

WHEREAS John Abbott College is authorized by the Ministry of Education to offer the Internet Programming and Development A.E.C. LEA.BN;

WHEREAS Continuing Education has revised the program as a result of feedback from students, work-term placement supervisors, trends in the job market and teachers who have taught in the program. The total number of hours of the program remains unchanged;

WHEREAS the College's Academic Council was consulted and recommended that the Internet Programming and Development A.E.C. LEA.BN revised program be forwarded to the Board of Governors for approval;

It was moved by Andre Mumme, seconded by Line Roussin, and carried

THAT the Board of Governors approve the revised program for Internet Programming and Development A.E.C. LEA.BN as presented; and

THAT John Abbott College implement the revised program.

364-09 **BOARD EFFECTIVENESS & DISCLOSURE OF INTERESTS UPDATE**

The members were updated on the Board effectiveness survey as well as on the Disclosure of Interests form distributed at the last Board meeting. The results of the Board effectiveness survey were presented and discussed.

364-10 **BOARD VACANCIES UPDATE**

A document outlining the Board members' mandates expiring in 2015 was presented and discussed.

The Chair welcomed and introduced to the Board of Governors Doug Brown as the newly elected faculty representative replacing Sergio Fratarcangeli, effective December 8, 2014.

364-11 **ON-BOARDING MATERIAL**

The members were presented with the on-boarding material prepared for all new members joining the Board of Governors.

364-12 **IT PLANS**

John Halpin introduced Michael Johnston, Director of Facilities & Information Technologies, who explained the new reporting requirements prescribed by the Act.

WHEREAS pursuant to *An Act respecting the governance and management of the information resources of public bodies and government enterprises*, CQLR, c. G-1.03 (the "Act"), general and vocational colleges must establish, among others:

- (i) a three-year plan of projects, also referred to by the Minister of Higher Education, Research, Science and Technology (the "Minister") as PTPARI_Cumul (PLAN TRIENNAL DES PROJETS ET DES ACTIVITÉS PRÉVUS EN RESSOURCES INFORMATIONNELLES - CUMUL des projets < 1 000 000 \$ ET FICHE DE PROJET > 1 000 000 \$) (the "PTPARI_Cumul");
- (ii) a three-year plan of activities, also referred to by the Minister as PTPARI (PLAN TRIENNAL DES PROJETS ET DES ACTIVITÉS PRÉVUS EN RESSOURCES INFORMATIONNELLES) (the "PTPARI"); and
- (iii) a spending program detailing the use of the moneys that will be spent on such projects and activities during the fiscal year, also referred to by the Minister as PARI (PROGRAMMATION ANNUELLE EN RESSOURCES INFORMATIONNELLES) (the "PARI");

WHEREAS pursuant to the Act, the PTPARI_Cumul, the PTPARI and the PARI must be authorized and

approved by the board of directors of a college;

It was moved by Louise Arsenault, seconded by Line Roussin, and carried

THAT the Board of Governors authorize and approve the PTPARI_Cumul, the PTPARI and the PARI, as presented.

364-13 ACADEMIC CALENDAR 2015-2016

This item will be brought back to the next regular meeting of the Board of Governors in February 2015.

364-14 STUDENT DIPLOMA REQUESTS – PREVIOUS SEMESTERS

It was moved by Doug Brown, seconded by Cynthia Némorin, and carried

THAT the Board approve for forwarding to Quebec, the names of 5 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 43 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in December 2014, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

364-15 OPERATIONS REPORT

The Director General and the Academic Dean presented the key highlights of the Operations Report included in the package.

364-16 CLOSING OF THE 364th BOARD MEETING

It was moved by Ray Fournieux

THAT the 364th Board meeting be adjourned.

Chair

Secretary General



BOARD OF GOVERNORS

365th REGULAR BOARD MEETING – FEBRUARY 10, 2015 – 7:00 PM – SH-104

Present:	John Halpin, Director General	Regrets:	Guylaine Audet, Chair
	Louise Arsenault		Andrew Biteen
	Doug Brown		Jeffrey Derevensky
	Ray Fourneaux		Antonio Pampena
	Monique Lessard		Line Roussin
	Bill Mahon		
	Andre Mumme		
	Cynthia Némorin, Vice-Chair		
	Hanna Oosterveen		
	Dwayne Rahal		
	William Russell		
	Erich Schmedt, Academic Dean		
	Stavroula Makris, Secretary General		
	Rosanna Fortunato, Recording Secretary		

By invitation: Lisa Boyle, Education Advisor - College Assessment

Prior to the start of the meeting, it was noted that in the absence of Guylaine Audet (Chair), Cynthia Némorin (Vice-Chair) would chair the meeting.

365-01 APPROVAL OF AGENDA

It was moved by Doug Brown, seconded by Hanna Oosterveen, and carried

THAT the Board approved the agenda as amended.

365-02 MINUTES – 364th BOARD MEETING

It was moved by Louise Arsenault, seconded by Ray Fourneaux, and carried

THAT the Minutes of the 364th Board meeting be approved as presented.

365-03 **BUSINESS ARISING FROM THE 364th BOARD MEETING**

The Director General notified the Board members of a possible additional budget cut which may be announced across the Cegep network shortly.

365-04 **CORRESPONDENCE – CONFIRMATION OF GOVERNMENT GRANTS**

The Director General informed the Board members that the College has received confirmation from the *Ministère de l'Enseignement supérieur de la recherche et de la science (MESRS)* that the loan requests totaling approximately \$18,000,000 have been granted for this fiscal year.

365-05 **NETWORK NEWS**

The Director General gave the Board a brief synopsis of recent news across the collegial network. More specifically:

- Demers Report. The Director General attended the *Regroupement des collèges du Montréal métropolitain (RCMM)* meeting on January 23, 2015. The main focus of this meeting was to discuss the recommendations put forth in the Demers Report which addressed mainly professional programs, improving Continuing Education and helping the regions adapt to the demographic dip in student population with program modifications/rationalisation. It is clear that much of the upcoming debate around the Demers report will revolve around trying to balance cross-province program consistency versus granting local flexibility for colleges to more quickly adapt to student and workforce needs.
- Changes at MESRS. Effective January 26, 2015, Robert Poulin has been reassigned to the Demers Report working group and Joanne Munn will be the new acting Director General at MESRS *pour l'enseignement collégial*.

365-06 **REPORT FROM THE EXECUTIVE COMMITTEE**

The Director General reviewed the draft minutes from the last Executive Committee meeting held on January 28, 2015.

365-07 **LAW 15 – An Act respecting workforce management and control within government departments, public sector bodies and networks and state-owned enterprises, CQLR, c. G-1.011**

DÉLÉGATION DES POUVOIRS DÉVOLUS AU DIRIGEANT DE L'ORGANISME EN VERTU DE LA LOI SUR LA GESTION ET LE CONTRÔLE DES EFFECTIFS DES MINISTÈRES, DES ORGANISMES ET DES RÉSEAUX DU SECTEUR PUBLIC AINSI QUE DES SOCIÉTÉS D'ÉTAT (L.Q. 2014, ch. 17)

CONSIDÉRANT que le Collège est un organisme public visé par la Loi sur la gestion et le contrôle des effectifs des ministères, des organismes et des réseaux du secteur public ainsi que des sociétés d'État (L.Q. 2015 ch. 17) (ci-après la «Loi»);

CONSIDÉRANT que, en vertu de l'article 16 de la Loi, certains pouvoirs et certaines responsabilités sont dévolus au dirigeant d'un organisme public relativement à la conclusion des contrats de services;

CONSIDÉRANT que, en vertu de ce même article, le conseil d'administration du Collège est le dirigeant de l'organisme;

CONSIDÉRANT que, toujours en vertu de l'article 16 de la Loi, le conseil d'administration du Collège peut déléguer tout ou partie des fonctions exercées par le dirigeant de l'organisme au comité exécutif ou au directeur général;

**Sur la proposition de Monique Lessard, appuyée par Andre Mumme,
IL EST RÉSOLU:**

QUE le conseil d'administration du Collège délègue par les présentes au directeur général les pouvoirs et les responsabilités qui lui sont dévolues par la Loi de la manière suivante:

La conclusion par le Collège de tout contrat de services avec une personne physique comportant une dépense de 10 000\$ et plus, ainsi que la conclusion de tout contrat de services avec une entreprise comportant une dépense de 25 000\$ et plus, doivent être autorisées par le directeur général.

En ce qui concerne la conclusion par le Collège de tout contrat de services avec une personne physique comportant une dépense de moins de 10 000\$, ainsi que la conclusion de tout contrat de services avec une entreprise comportant une dépense de moins de 25 000\$, les dispositions du By-law 3 "Concerning the Financial Management of the College" s'appliqueront.

365-08 NOTICE OF MOTION TO AMEND BY-LAW 3 "CONCERNING FINANCIAL MANAGEMENT OF THE COLLEGE"

In conformity to By-Law 1 "Concerning the General Administration of the College" Article 2.7.16 "Amendment or Revocation of By-Law"

2.7.16.1 The Board may amend or revoke its by-laws at any regular or special meeting. However, proposed amendments or revocations must be submitted in writing to all members at the previous regular meeting.

2.7.16.2 Resolutions assenting to by-laws, their modification or revocation, must be adopted by two-thirds of the votes expressed by members present who are entitled to vote.

The attached amendments to By-law 3 "Concerning the Financial Management of the College" are tabled at the February 10, 2015 Board meeting to be voted on at the April 7, 2015 regular Board meeting.

WHEREAS the proposed amendments are tabled for Board members to forward to the Secretary General any feedback by Friday, March 6, 2015;

WHEREAS the Board of Governors at its April 7, 2015 regular meeting will consider the proposed tabled amendments and feedback received and vote to amend By-law 3 "Concerning the Financial Management of the College" as deemed appropriate.

365-09 **STRATEGIC PLAN UPDATE**

The Director General updated the members on the steps taken and to be taken with regards to the elaboration of the strategic plan 2015-2020, more specifically Version 2 of the Orientations.

Lisa Boyle, Education Advisor - College Assessment, presented and explained the remaining two strategic plan quality goals. A discussion ensued and feedback was put forth.

365-10 **EVALUATION COMMITTEES – DIRECTOR GENERAL & ACADEMIC DEAN**

WHEREAS By-Law 2 “Concerning the Appointment, the Renewal of Mandate and the Evaluation of the Director General and the Academic Dean” provides that the Director General and the Academic Dean shall be evaluated on an annual basis;

WHEREAS By-Law 2 states that for the evaluation of the Director General, the Committee shall be composed of the Chairperson of the Board of Governors, the Vice-Chair and one other member of the Board who is not an employee of the College; the Chairperson of the Board to chair such Committee;

WHEREAS By-Law 2 further states that for the evaluation of the Academic Dean, the Committee shall be composed of the Director General and two other members of the Board who are not employees of the College; the Director General to chair such Committee;

It was moved by Dwayne Rahal, seconded by Bill Mahon, and carried

THAT the Board approve the composition of the Evaluation Committee of the Director General to include the following non-employee member of the Board: Louise Arsenault; and

THAT the Board approve the composition of the Evaluation Committee of the Academic Dean to include the following two non-employee members of the Board: Guylaine Audet and Louise Arsenault.

365-11 **BOARD ATTENDANCE**

The Secretary General informed the Board members that one of the parent representatives, Nabil Rifai, formally resigned as a member of the Board of Governors due to time constraints. As a point of reference, the Secretary General made reference to Article 2.2.4 of By-law 1 “Concerning the General Administration of the College” which states that a vacancy may occur through the failure of a member to attend three consecutive meetings of the Board without grounds deemed valid by the Board; this member may be invited to resign through a resolution adopted by one-half of members in office plus one.

Elections will be held shortly to appoint two new parent representatives prior to the next meeting of the Board of Governors scheduled for April 7, 2015.

365-12 **SURVEY BOARD EFFECTIVENESS – ACTION PLAN**

A proposed action plan in connection with the Board effectiveness survey previously completed by the members of the Board of Governors was presented and discussed.

365-13 **ACADEMIC CALENDAR 2015-2016**

ACADEMIC CALENDAR 2015-2016

a) DAY DIVISION

It was moved by Louise Arsenault, seconded by Monique Lessard, and carried

THAT the Board of Governors approve the Day Division Academic Calendar for the 2015-2016 academic year, as presented.

b) CONTINUING EDUCATION

It was moved by Andre Mumme, seconded by Dwayne Rahal, and carried

THAT the Board of Governors approve the Academic Calendar for Continuing Education for the 2015-2016 academic year, as presented.

[NOTE: Article 12 of the CEGEP ACT applied on the voting of both resolutions and, as such, no staff member on the Board, with the exception of the Director General and the Academic Dean, was eligible to vote.]

365-14 **STUDENT DIPLOMAS REQUESTS**

It was moved by Ray Fourneaux, seconded by Bill Mahon, and carried

THAT the Board approve for forwarding to Quebec, the names of 389 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 30 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in January 2015, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

365-15 **OPERATIONS REPORT**

The Director General and the Academic Dean presented the key highlights of the Operations Report included in the package.

365-16 **CLOSING OF THE 365th BOARD MEETING**

Prior to closing the meeting, Erich Schmedt commended Lisa Boyle for her diligent work in assessing and presenting the quality goals of the College.

The Vice-Chair extended her gratitude on behalf of the Board to Dwayne Rahal for his two year participation as a parent representative on the Board of Governors.

The Director General and the Academic Dean invited members of the Board to join them after the meeting for a tour of the newly renovated Psychology and Creative Arts offices located in the Herzberg Building and the Agora.

It was moved by Ray Fournaux

THAT the 365th Board meeting be adjourned.

Chair

Secretary General



BOARD OF GOVERNORS

366th REGULAR BOARD MEETING – APRIL 7, 2015 – 7:00 PM – SH-104

Present: Guylaine Audet, Chair
John Halpin, Director General
Louise Arsenaault
Eyal Baruch
Andrew Biteen
Doug Brown
Steven Colpitts
Jeffrey Derevensky
Ray Fourneaux
Monique Lessard
Bill Mahon (*arrived at item 7*)
Cynthia Némorin, Vice-Chair
Hanna Oosterveen
Suzana Ribiero
Line Roussin
William Russell
Erich Schmedt, Academic Dean
Stavroula Makris, Secretary General
Rosanna Fortunato, Recording Secretary

Regrets: Andre Mumme
Antonio Pampena

By invitation: Michael Johnston, Director of Facilities Management & Information Technology Services
Barth Gillan, Director of Foundation
Peggy Leech, Dean of Technologies
Susan Regan, Chair of the Publication Design & Hypermedia Technology Program

Prior to the start of the meeting, the Chair welcomed and introduced to the Board: Eyal Baruch and Suzana Ribiero, newly elected parent representatives, and Steven Colpitts, newly appointed school board representative.

366-01 APPROVAL OF AGENDA

It was moved by Ray Fourneaux, seconded by Line Roussin, and carried

THAT the Board approved the agenda as presented.

366-02 MINUTES – 365th BOARD MEETING

It was moved by Louise Arsenaault, seconded by Doug Brown, and carried

THAT the Minutes of the 365th Board meeting be approved as presented.

366-03 BUSINESS ARISING FROM THE 365th BOARD MEETING

No specific additional communication was presented.

366-04 NETWORK NEWS

The Director General gave the Board a brief synopsis of recent news across the collegial network. More specifically:

- Budget Cuts. The Ministry recently announced that the budget cuts across the collegial network are estimated at \$40 million. The official numbers applicable to each College will be confirmed by the Ministry in May.
- News from La Fédération des cégeps. Bernard Tremblay was nominated to replace Jean Beauchesne as the new Director General of La Fédération des cégeps, effective March 9, 2015.
- Student Vote. The student union of John Abbott College (SUJAC) held an austerity vote with one question "Do you agree with the government's austerity measures?" The results of the vote clearly demonstrate that the majority of students at the College are not in favor of a strike.

366-05 REPORT FROM THE EXECUTIVE COMMITTEE

The Director General reviewed the draft minutes from the last Executive Committee meeting held on March 25, 2015.

366-06 REPORT FROM DG/AD EVALUATION COMMITTEES

The Chair presented the proposed guidelines prepared jointly by the evaluation committees for the evaluation process of the Director General and the Academic Dean. The Secretary General will submit by e-mail on April 8, 2015 the questionnaires to specific identified groups who will be requested to assess the performance of the Director General and/or the Academic Dean. The due date for the return of the survey is May 1, 2015.

366-07 STRATEGIC PLAN UPDATE

The Director General updated the members on the voting results obtained from the College's employees. The Omnivox vote on the final consultation of the strategic plan took place from March 26, 2015 to March 30, 2015. In accordance with the Director General's commitment, the top five (5) Student Success Orientations and the top three (3) Institutional Excellence Orientations from the vote were retained and the Directors' group selected the last two (2) Orientations for a total of ten (10). The next step will be to draft the Strategic Plan Document which will be presented to the Board for approval at the next Board meeting in June.

**366-08 LINE OF CREDIT 2014-2015 – CAPITAL BUDGET
- AMENDMENT TO RESOLUTION 361-10**

It was moved by Cynthia Némorin, seconded by Bill Mahon, and carried

THAT John Abbott College be authorized to borrow from the Canadian Imperial Bank of Commerce, 189 Hymus Boulevard, Pointe-Claire Branch,

- up to the sum of \$28,752,000 during the period of July 1, 2014 to November 30, 2014;
- up to the sum of \$21,628,000 during the period of December 1, 2014 to February 3, 2015;
- up to the sum of \$14,616,000 during the period of February 4, 2015 to June 30, 2015;

bearing interest at the rate in accordance with the letter of authority to borrow signed by Lise Verreault, *la sous-ministre du Ministère de l'Enseignement supérieur, de la Recherche, de la Science et de la Technologie*, dated February 4, 2015 (*concernant le montant de la marge de crédit autorisée au fonds des investissements, pour la période du 4 février 2015 au 30 juin 2015*);

and

THAT any two of the following officers of the College, the Director General, the Coordinator of Financial Services/Comptroller, the Academic Dean and the Director of Finance & Legal Affairs be authorized to sign for, on behalf of the College, all documents and instruments evidencing the said advances.

366-09 AMENDMENT TO BY-LAW 3 "CONCERNING FINANCIAL MANAGEMENT OF THE COLLEGE"

In conformity to By-Law 1 "Concerning the General Administration of the College" Article 2.7.16 "Amendment or Revocation of By-Law"

2.7.16.1 The Board may amend or revoke its by-laws at any regular or special meeting. However, proposed amendments or revocations must be submitted in writing to all members at the previous regular meeting.

2.7.16.2 Resolutions assenting to by-laws, their modification or revocation, must be adopted by two-thirds of the votes expressed by members present who are entitled to vote.

The attached amendments to By-law 3 "Concerning the Financial Management of the College" were tabled at the February 10, 2015 Board meeting to be voted on at the April 7, 2015 regular Board meeting.

WHEREAS Board members were asked to forward any feedback to the Secretary General by March 6, 2015;

WHEREAS minor changes were proposed and incorporated in By-law 3, an updated copy of which was circulated to the Board members for their consideration;

It was moved by Bill Mahon, seconded by Line Roussin, and carried

THAT the Board of Governors approve By-law 3 "Concerning the Financial Management of the College" as amended and to take effect on April 8, 2015.

366-10 CLEANING CONTRACT

The Director General introduced Michael Johnston, Director of Facilities Management & Information Technology Services, who provided a detailed explanation to the Board of the process of selection for the new cleaning company.

WHEREAS on February 27, 2015, John Abbott College issued a public tender for “Cleaning Services” for all its facilities;

WHEREAS by March 20, 2015, the deadline to submit bids, five (5) companies filed their bids;

Name	Quality Score	Price including options (2015-2018)	Quality Coefficient	Adjusted Price (2015-2018)
GDI	82.4%	\$2,642,048.45	1.1240	\$2,350,576.92
MSR	86.1%	\$2,805,693.00	1.1615	\$2,415,577.27
Bee-Clean	Failed	Unopened Envelope		
PEACE Plus	Failed	Unopened Envelope		
GSF	Rejected – non conformance with published criteria			

WHEREAS, of the five (5) submissions received, one (1) bid was rejected as it did not conform to published criteria established in the *Regulation respecting service contracts of public bodies* (C.65.1, r.4);

WHEREAS the members of the Cleaning and Manoeuvre Tender Evaluation Committee conducted an evaluation of the four (4) qualified bidders, based on measurement of the level of quality followed by a calculation of the price-quality ratio according to Schedule 2 of the *Regulation respecting service contracts of public bodies* (C.65.1, r.4);

WHEREAS, of the five (5) submissions received, two (2) bids were rejected by the Cleaning and Manoeuvre Tender Evaluation Committee as they did not meet the minimum quality criteria per the published tender document;

and

Concluded that GDI Services (Québec) SEC submitted the lowest adjusted price;

It was moved by Steven Colpitts, seconded by Ray Fourneaux, and carried

THAT the Board of Governors authorize the College to enter into a “Cleaning Services Contract” with GDI Services (Québec) SEC for a total price of \$2,642,048.45 (\$2,037,809.22 – price without options plus \$604,239.23 cost of options = \$2,642,048.45) plus applicable taxes;

AND

THAT the contract be for three (3) years starting on July 1, 2015 and ending on June 30, 2018 (Article 20.5.1 of tender document);

AND

THAT if the College is satisfied with the services provided, at the College's discretion, this contract may be renewed for one (1) period of one (1) year by advising GDI Services (Québec) SEC before January 1, 2018 for the period 2018-2019;

AND

THAT the Director General and the Director of Facilities Management Services be authorized to sign any document required to realize the completion of the "Cleaning Services Contract", including any renewal thereof, as applicable.

366-11 SAFE DISCLOSURE POLICY

A motion with respect to a safe disclosure policy was moved and seconded. After discussion and amendment, the following main motion was adopted:

WHEREAS further to the recent audit conducted by Raymond Chabot Grant Thornton (RCGT) in the context of the preparation of the College's audited financial statements, it was recommended by RCGT that the College adopt a Policy on Safe Disclosure, commonly known as a Whistleblowing Policy;

WHEREAS a draft Policy on Safe Disclosure was presented to the Board members for their consideration;

It was moved by Bill Russell, seconded by Ray Fournoux, and carried

THAT the Board of Governors approve Policy No. 18 Safe Disclosure (Whistleblower) Policy and to take effect on April 8, 2015.

366-12 BOARD COMPETENCIES SURVEY

The Secretary General presented the revised list of board competencies and requested that each member complete the survey and return a copy to her attention. The results of this survey will assist in identifying the competencies that the Board possesses as a whole and in minimizing, whenever possible, the gap in certain competencies.

366-13 GRAPHICS & WEB DESIGN – PROGRAM CHANGE

The Academic Dean introduced Susan Regan, Chair of the Publication Design & Hypermedia Technology Program, and Peggy Leech, Dean of Technologies, who explained that the changes and highlights of the proposed new program (Graphic & Web Design Program 412.A0) were done in order to meet the current technology requirements of the job market.

WHEREAS John Abbott College is authorized by the Ministry of Education to offer the Graphic & Web Design Program 412.A0;

WHEREAS the Publication Design and Hypermedia Technology program committee has changed its program name from Publication Design and Hypermedia Technology to Graphic & Web Design in accordance with MESRS (*Ministre de l'Enseignement supérieur, de la Recherche et de la Science*) requirements;

WHEREAS the College's Academic Council was consulted and recommended that the Graphic & Web Design program be forwarded to the Board of Governors for approval;

It was moved by Louise Arsenault, seconded by Cythnia Némorin, and carried

THAT the Board of Governors approve the program changes to Publication Design and Hypermedia Technology which include the program name change from Publication Design and Hypermedia Technology to Graphic & Web Design, a new program planner, a new Exit Profile and Comprehensive Assessment as presented; and

THAT John Abbott College implement the revised program including name change for students registering for Fall 2015.

The Academic Dean extended his gratitude to the Chair and the department for the remarkable effort expended in updating the program.

366-14 VISUAL ARTS EXIT PROFILE AND COMPREHENSIVE ASSESSMENT

WHEREAS the Comprehensive Assessment assesses the student's fulfilment of a program's goals and objectives as identified in the Exit Profile;

WHEREAS the Exit Profile lists the program outcomes that meet the programs standards and objectives;

WHEREAS the College's Academic Council, at its January 30, 2015 meeting, recommended that the Visual Arts Comprehensive Assessment and the Exit Profile be presented to the Board of Governors for approval;

It was moved by Louise Arsenault, seconded by Line Roussin, and carried

THAT the Board of Governors approve the Visual Arts Comprehensive Assessment and the Exit Profile.

366-15 BIO-PHARMA EXIT PROFILE AND COMPREHENSIVE ASSESSMENT

WHEREAS the Comprehensive Assessment assesses the student's fulfilment of a program's goals and objectives as identified in the Exit Profile;

WHEREAS the Exit Profile lists the program outcomes that meet the programs standards and objectives;

WHEREAS the College's Academic Council, at its November 14, 2014 meeting, recommended that the Biopharmaceutical Production Technology Comprehensive Assessment and Exit Profile be presented to the Board of Governors for approval;

It was moved by Doug Brown, seconded by Ray Fourneaux, and carried

THAT the Board of Governors approve the Biopharmaceutical Production Technology Comprehensive Assessment and the Exit Profile.

366-16 **ACADEMIC COUNCIL COMPOSITION 2014-2015**
- AMENDMENT No. 2 TO RESOLUTION 360-22

It was moved by Bill Mahon, seconded by Doug Brown, and carried

THAT the list of Academic Council student representatives, regular and replacement, be as follows for the remainder of the 2014-2015 academic year:

Regular	Replacements
Cathrine Mekhil Polis	Sonny Santos
Gabriel Casola	Cole Cadorette
Natalia Lima	Vacant

366-17 **STUDENT DIPLOMAS REQUESTS**

It was moved by Ray Fourneaux, seconded by Line Roussin, and carried

THAT the Board approve for forwarding to Quebec, the names of 14 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 37 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in March 2015, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

366-18 **OPERATIONS REPORT**

The Director General and the Academic Dean presented the key highlights of the Operations Report included in the package.

366-19 **ALUMNI SURVEY RESULTS**

The Director General presented the results from an alumni survey which surveyed graduates of 2013 and 2014. The data collected is positive and clearly demonstrates that the alumni in both the Pre-University and Technologies programs have expressed their enthusiasm with respect to their experience while attending John Abbott College and the impact that the College has had on their post college life.

366-20 CLOSING OF THE 366th BOARD MEETING

It was moved by Bill Russell

THAT the 366th Board meeting be adjourned.

Chair

Secretary General



BOARD OF GOVERNORS

367th REGULAR BOARD MEETING – JUNE 9, 2015 – 7:00 PM – SH-104

Present: Guylaine Audet, Chair
John Halpin, Director General
Louise Arsenault
Eyal Baruch
Andrew Biteen
Doug Brown
Steven Colpitts
Jeffrey Derevensky
Ray Fourneaux
Monique Lessard
Bill Mahon
Andre Mumme
Hanna Oosterveen
Suzana Ribeiro
Line Roussin
Erich Schmedt, Academic Dean
Stavroula Makris, Secretary General
Rosanna Fortunato, Recording Secretary

Regrets: Cynthia Némorin, Vice-Chair
Antonio Pampena
William Russell

By invitation: Caroline Charbonneau, Director of Finance & Legal Affairs
Michael Johnston, Director of Facilities & IT
Dennis Waide, Director of Student Services
Donna Yates, Director of Human Resources

367-01 APPROVAL OF AGENDA

It was moved by Bill Mahon, seconded by Louise Arsenault, and carried

THAT the Board approved the agenda as presented.

367-02 MINUTES – 366th BOARD MEETING

It was moved by Ray Fourneaux, seconded by Andre Mumme, and carried

THAT the Minutes of the 366th Board meeting be approved as presented.

367-03 BUSINESS ARISING FROM THE 366th BOARD MEETING

The Director General discussed the following items which arose from the previous Board meeting:

- The cleaning services contract with GDI Services (Québec) was signed as planned; it is for a three (3) year period, starting on July 1, 2015 and ending on June 30, 2018.
- As recommended by the College's auditors further to their audit, a process for granting access to decentralized IT systems has been implemented at the College. This process completes the outstanding actions of the Audit Committee.

367-04 NETWORK NEWS

The Director General gave the Board a brief synopsis of recent news across the collegial network. More specifically:

- The collective agreement for faculty terminated on March 31, 2015. Negotiations are progressing slowly but will pick up in the fall.
- A \$1.5 million dollar cut will be applied to John Abbott College. *La Fédération des Cégeps* is applying pressure on the Minister of Education by requesting that current reporting requirements be reduced as a result of the budget cuts and the lack of resources to complete these reports.
- There is a rumor that a white paper will be released this summer by the new Minister of Education, Mr. François Blais, which will outline the direction and changes that he envisions.

367-05 REPORT FROM THE EXECUTIVE COMMITTEE

The Director General reviewed the draft minutes from the last Executive Committee meeting held on May 27, 2015.

367-06 CAPITAL BUDGET 2014-2015 – AMENDMENT TO RESOLUTION 360-11

WHEREAS at its June 17, 2014 meeting, the Board of Governors passed resolution 360-11 setting the College's capital budget as provisional at **\$5,233,800** for the 2014-2015 fiscal year;

WHEREAS at its September 9, 2014 meeting, the Board of Governors passed resolution 361-07 amending resolution 360-11 to reflect the authorized new capital budget as **\$4,892,700** for the 2014-2015 fiscal year, a decrease of **\$341,100**;

WHEREAS on February 6, 2015, the College was notified that the capital budget for the 2014-2015 fiscal year is modified and set at **\$4,927,600**, an increase of **\$34,900**;

WHEREAS the Executive Committee is recommending that the Board of Governors amend Resolution 360-11 to reflect the authorized new capital budget as **\$4,927,600** for the 2014-2015 fiscal year;

It was moved by Louise Arsenault, seconded by Line Roussin, and carried

THAT the Board of Governors amend Resolution 360-11 to reflect the authorized new capital budget as **\$4,927,600** for the 2014-2015 fiscal year.

367-07 CAPITAL BUDGET 2015-2016 - PROVISIONAL

The Director of Finance & Legal Affairs, Caroline Charbonneau, presented an overview of the provisional Capital Budget for 2015-2016.

WHEREAS the Executive Committee is recommending that the Board of Governors approve a provisional Capital Budget of **\$4,892,700** for the 2015-2016 fiscal year.

It was moved by Steven Colpitts, seconded by Ray Fourneaux, and carried

THAT the Board of Governors approve a provisional Capital Budget of **\$4,892,700** for the 2015-2016 fiscal year.

367-08 OPERATIONAL BUDGET 2015-2016

The Director of Finance & Legal Affairs, Caroline Charbonneau, presented an overview of the Operational Budget for 2015-2016.

WHEREAS the Executive Committee is recommending that the Board of Governors approve the Operational Budget for the 2015-2016 fiscal year, as prepared by the administration.

It was moved by Andre Mumme, seconded by Doug Brown, and carried

THAT the Board of Governors approve the Operational Budget for the 2015-2016 fiscal year, as prepared by the administration.

367-09 INTERNATIONAL NON-CREDIT DAY STUDENT FUND

The College and the John Abbott College Faculty Association (JACFA) signed an agreement on May 21, 2015 regarding the distribution of surplus teaching funds accumulated from previous years of teaching international non-credit day students. Past appropriations from the Board had approved these funds to be used for the augmentation of teaching resources. The agreement is that 50% will be used to help balance the E-budget allocation and 50% will be added to the faculty professional development fund.

367-10 DÉCLARATION DU DIRIGEANT DE L'ORGANISME – LOI SUR LES CONTRATS DES ORGANISMES PUBLICS

The Director General reviewed the report identifying contracts with additional expenditures exceeding 10% of the initial amount of the contract as well as other cases requiring authorization.

367-11 **STRATEGIC PLAN 2015-2020**

WHEREAS the *General and Vocational Colleges Act* requires that the board of each college establish a strategic plan covering a period of several years, including a student success plan, and that it be sent to the Minister of Education, Leisure and Sports and to the *Commission d'évaluation de l'enseignement collégial*;

WHEREAS the entire John Abbott College community, including students, faculty and staff, was consulted throughout the process, through brainstorming sessions, town hall meetings, e-mails, portal, surveys, etc.;

WHEREAS the College's Strategic Plan 2015-2020 was submitted to the Academic Council on May 22, 2015 and it recommended that the Board of Governors approve same;

WHEREAS the Executive Committee is recommending that the Board of Governors approve the College's Strategic Plan 2015-2020, as presented.

It was moved by Erich Schmedt, seconded by Line Roussin, and carried

THAT the Board of Governors approve the College's Strategic Plan 2015-2020, as presented.

367-12 **REPORT FROM THE DIRECTOR GENERAL EVALUATION COMMITTEE**

The Chair requested that the committee report on the evaluation of the Director General and any discussion thereon be held *in camera*.

a) **IN CAMERA SESSION**

It was moved by Doug Brown, seconded by Andre Mumme, and carried

THAT the Board receive and discuss the committee report on the evaluation of the Director General *in camera*.

After discussion, the following motion was adopted:

It was moved by Doug Brown, seconded by Eyal Baruch, and carried

THAT the Board accept the committee report on the evaluation of the Director General.

b) **RETURN TO REGULAR MEETING**

It was moved by Ray Fourneaux, seconded by Steven Colpitts, and carried

THAT the Board exit from the *in camera* session and continue regular business.

The Director General, John Halpin, was absent from the meeting during the *in camera* session.

367-13 **REPORT FROM THE ACADEMIC DEAN EVALUATION COMMITTEE**

The Director General requested that the committee report on the evaluation of the Academic Dean and any discussion thereon be held *in camera*.

a) **IN CAMERA SESSION**

It was moved by Doug Brown, seconded by Louise Arsenault, and carried

THAT the Board receive and discuss the committee report on the evaluation of the Academic Dean *in camera*.

After discussion, the following motion was adopted:

It was moved by Monique Lessard, seconded by Andre Mumme, and carried

THAT the Board accept the committee report on the evaluation of the Academic Dean.

b) **RETURN TO REGULAR MEETING**

It was moved by Andrew Biteen, seconded by Doug Brown, and carried

THAT the Board exit from the *in camera* session and continue regular business.

The Academic Dean, Erich Schmedt, was absent from the meeting during the *in camera* session.

367-14 **BOARD OF GOVERNORS MEETING DATES 2015-2016**

WHEREAS pursuant to Article 2.7.1.1 of By-law 1 *Concerning the General Administration of the College*, regular meetings of the Board shall be held on the dates and at the times set at the last regular meeting of each fiscal year; the Board shall meet at least four (4) times per fiscal year;

It was moved by Ray Fourneau, seconded by Steven Colpitts, and carried

THAT the Board set the regular meetings of the Board of Governors of John Abbott College for the 2015-2016 academic year to start at 7:00 p.m. on the following days:

- September 29, 2015
- October 27, 2015
- November 24, 2015
- January 26, 2016
- February 23, 2016
- April 19, 2016
- June 14, 2016

367-15 APPOINTMENT/ELECTION OF CHAIRPERSON OF THE BOARD 2015-2016

It was moved by Louise Arsenault, seconded by Eyal Baruch, and carried

THAT Guylaine Audet be appointed Chairperson of the Board of Governors for the 2015-2016 academic year.

367-16 APPOINTMENT/ELECTION OF VICE-CHAIRPERSON OF THE BOARD 2015-2016

It was moved by Line Roussin, seconded by Andre Mumme, and carried

THAT Cynthia Némorin be appointed Vice-Chairperson of the Board of Governors for the 2015-2016 academic year.

367-17 APPOINTMENT/ELECTION OF THE EXECUTIVE COMMITTEE 2015-2016

It was moved by Steven Colpitts, seconded by John Halpin, and carried

THAT the Executive Committee be composed of:

- The Director General, John Halpin, who will chair the Committee
- Guylaine Audet, Chairperson of the Board
- Cynthia Némorin, Vice-Chairperson of the Board
- Erich Schmedt, Academic Dean
- William Russell, Faculty Member
- One student member to be appointed at the next Board meeting after student elections

367-18 BOARD COMPETENCY RESULTS

The results of the Board competency survey were presented to the Board. The Chair stated that the results reflect that the expertise is well distributed among the Board members.

367-19 ACADEMIC COUNCIL COMPOSITION 2015-2016

It was moved by Ray Fourneau , seconded by Andre Mumme, and carried

THAT, in conformity to By-Law 5 "Concerning the Academic Council", Articles 2.1.1.1. and 2.1.1.2, the administrators identified below be appointed members of the Academic Council for the 2015-2016 academic year:

<u>Members</u>	<u>Replacement</u>
Erich Schmedt	Academic Dean
Teresa Berghello	Dean of Science & Social Science
Margaret Leech	Dean of Technologies
Roger Haughey	Dean of Arts & General Education
	Kim Rousseau

WHEREAS Article 2.1.1 of By-Law 5 sets the number of members per category;

WHEREAS the election of non-teaching professionals, support staff, students and teacher representatives as members of the Academic Council was carried out by means of a secret ballot by their respective peers in accordance with Article 2.2.1 of By-Law 5;

WHEREAS the Secretary General received the minutes of such election meetings and wishes to present the names of the elected candidates to the Board for approval, as required by Article 2.2.2 of By-Law 5;

It was moved by Eyal Baruch, seconded by Steven Colpitts, and carried

THAT the Board approve the election of the individuals named below and appoint them as members of the Academic Council for the 2015-2016 academic year:

MEMBERS	POTENTIAL REPLACEMENTS
<u>Faculty</u>	
Violaine Arès, H/P/R	Rhoda Sollazzo, Mathematics
Doug Brown, English	Wendy Hadd, Sociology
Jeffery Brown, PHEC	Suzanne Black, Chemistry
Stephen Bryce, Geosciences	Bruce Tracy, Physics
Michael Casey, Bio-Pharma	
Kevin Davis, Mathematics	
Ed Holland, Anthropology	
Deborah Lunny, H/P/R	
Sharon Rozen Aspler, Sociology	
Abe Sosnowicz, English	
James Vanstone, HEPS	
<u>Non-teaching Professional</u>	
TBC	TBC
<u>Administrative support</u>	
Joanne Ross	Barbara Zilber
<u>Students</u>	
TBC	TBC
TBC	TBC
TBC	TBC

367-20 STUDENT DIPLOMA REQUESTS – PREVIOUS SEMESTERS

It was moved by Suzana Ribeiro, seconded by Hanna Oosterveen, and carried

THAT the Board approve for forwarding to Quebec, the names of 5 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 54 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in June 2015, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

367-21 OPERATIONS REPORT

The Director General and the Academic Dean presented the key highlights of the Operations Report included in the package.

367-22 CLOSING OF THE 367th BOARD MEETING

It was moved by Ray Fourneaux

THAT the 367th Board meeting be adjourned.