



321th EXECUTIVE COMMITTEE MEETING
SEPTEMBER 15, 2015 – 5:30 PM – H-108

Present: John Halpin, Chair
Guylaine Audet (via conference call)
Cynthia Némorin
Hanna Oosterveen
William Russell
Erich Schmedt
Stavroula Makris, Secretary General

EC 321-01 APPROVAL OF AGENDA

It was moved by William Russell, seconded by Hanna Oosterveen, and carried

THAT the agenda be approved as presented.

EC 321-02 MINUTES – 320th EXECUTIVE COMMITTEE MEETING

It was moved by Erich Schmedt, seconded by Cynthia Némorin, and carried

THAT the minutes of the 320th Executive Committee meeting be approved as presented.

EC 321-03 ANALYSE DU RAPPORT FINANCIER 2013-2014

The Director General presented, to the Executive Committee, the *analyse du rapport financier* 2013-2014 which will be presented at the next Board meeting.

EC 321-04 LINE OF CREDIT 2015-2016 – OPERATIONAL BUDGET

It was moved by William Russell, seconded by Erich Schmedt, 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 \$3,851,000 during the period of July 1, 2015 to August 31, 2015;
- up to the sum of \$8,251,000 during the period of September 1, 2015 to March 31, 2016;
- up to the sum of \$7,701,000 during the period of April 1, 2016 to June 30, 2016,

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

Marie-Claude Champoux, *la sous-ministre du Ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche*, dated June 18, 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.

EC 321-05 **LINE OF CREDIT 2015-2016 – CAPITAL BUDGET**

It was moved by William Russell, seconded by Erich Schmedt, 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 \$22,950,000 during the period of July 1, 2015 to June 1, 2016;
- up to the sum of \$26,365,000 during the period of June 2, 2016 to June 30, 2016;

bearing interest at the rate in accordance with the letter of authority to borrow signed by Marie-Claude Champoux, *la sous-ministre du Ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche*, dated June 22, 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.

EC 321-06 **BOARD AUDIT COMMITTEE**

In accordance with Policy No. 3 *Concerning the Hiring and Evaluation of An External Auditor*, the Board Audit Committee consists of the Chairperson of the Board, the Director General and two other Board members who are not employees of the College. In such respect, at the next meeting of the Board, the members will proceed to the election/appointment of the two board members who are not employees of the College.

EC 321-07 **2015-2016 WORK PLANS**

At the next meeting of the Board, there will be a presentation of the main 2015-2016 Work Plans developed in relation to the ten orientations contained in the College's strategic plan.

EC 321-08 **DISCUSSION ON ASSESSING COLLEGE'S REPUTATION**

Further to the results of the survey distributed to the Board members last year and the action plan that ensued, the members of the Executive Committee discussed possible methods of assessing the College's reputation.

EC 321-09 **BOARD AGENDA – 368th REGULAR BOARD MEETING**
- SEPTEMBER 29, 2015

It was moved by Cynthia Némorin, seconded by Erich Schmedt, and carried

THAT the Agenda for the 368th Regular Board meeting be adopted.

EC 321-10 **CLOSING OF THE 321st EXECUTIVE COMMITTEE MEETING**

It was moved by William Russell

THAT the 321st Executive Committee meeting be closed.

Chair

Secretary General



322nd EXECUTIVE COMMITTEE MEETING
October 14, 2015 – 5:30 PM – H-108

Present: John Halpin, Chair
Guylaine Audet (via conference call)
William Russell (via conference call)
Erich Schmedt
Stavroula Makris, Secretary General

Regrets: Cynthia Némorin
Hanna Oosterveen

EC 322-01 APPROVAL OF AGENDA

It was moved by John Halpin, seconded by Guylaine Audet, and carried

THAT the agenda be approved as presented.

EC 322-02 MINUTES – 321st EXECUTIVE COMMITTEE MEETING

It was moved by Erich Schmedt, seconded by William Russell, and carried

THAT the minutes of the 321st Executive Committee meeting be approved as presented.

EC 322-03 CAPITAL BUDGET BREAKDOWN REPORT

The Director General presented a breakdown of the College's 2015-2016 capital budget prepared following adjustments received from the Ministry. It was agreed that this item would be brought to the Board at its next meeting for information.

EC 322-04 ACADEMIC CALENDAR DISCUSSION

The Academic Dean informed the members that alternate calendars have been prepared in anticipation of the possible one to six days of strike. The members agreed that these calendars would be brought to the next Board meeting for approval if ready; otherwise, they would be approved by the Executive Committee at its next regular meeting or at a special meeting called for such purpose.

EC 322-05 **PROCEDURES REGARDING LABOUR UNREST**

The Director General presented the document outlining the procedures to be followed in the case of labour unrest which has been made available to the College community.

EC 322-06 **BOARD VACANCIES UPDATE**

The Secretary General informed the members that the College is still waiting on the Ministry to appoint five members to the Board. The current members whose terms have expired remain in office until they are reappointed or replaced, unless they resign before such time.

EC 322-07 **BOARD AGENDA – 369th REGULAR BOARD MEETING
- OCTOBER 27, 2015**

It was moved by Erich Schmedt, seconded by Guylaine Audet, and carried

THAT the Agenda for the 369th Regular Board meeting be adopted.

EC 322-08 **CLOSING OF THE 322nd EXECUTIVE COMMITTEE MEETING**

It was moved by William Russell

THAT the 322nd Executive Committee meeting be closed.

323rd EXECUTIVE COMMITTEE MEETING
NOVEMBER 10, 2015 – 5:30 PM – HS-125

Present: John Halpin, Chair
Guylaine Audet
Cynthia Némorin
Hanna Oosterveen
William Russell
Erich Schmedt
Stavroula Makris, Secretary General

By invitation: Caroline Charbonneau, Director, Finance & Legal Affairs
Daniel Nyisztor, Comptroller

EC 323-01 **APPROVAL OF AGENDA**

It was moved by William Russell, seconded by Erich Schmedt, and carried

THAT the agenda be approved as amended.

EC 323-02 **MINUTES – 322nd EXECUTIVE COMMITTEE MEETING**

It was moved by John Halpin, seconded by Guylaine Audet, and carried

THAT the minutes of the 322nd Executive Committee meeting be approved as circulated.

EC 323-03 **AUDITED FINANCIAL STATEMENTS 2014-2015**

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 363-08;

CONSIDÉRANT la recommandation du comité de vérification;

Sur proposition de Cynthia Némorin, appuyée par Guylaine Audet

IL EST RÉSOLU :

QUE le comité exécutif recommande que le conseil d'administration adopte pour l'exercice financier 2014-2015 :

- *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.*

EC 323-04 **APPROPRIATION FROM THE COLLEGE'S SURPLUS ACCOUNT**
- INTERNATIONAL NON-CREDIT DAY STUDENTS

WHEREAS John Abbott College and the John Abbott College Faculty Association concluded an agreement on May 21, 2015 (the "**Agreement**") for the distribution of surplus teaching allocation funds related to the teaching of International Non-Credit day students enrolled at John Abbott College;

WHEREAS the College's financial statements for the year ending June 30, 2015 show an unappropriated accumulated surplus of \$4,394,056.00;

It was moved by Erich Schmedt, seconded by Guylaine Audet, and carried

THAT the Executive Committee recommend that the Board of Governors authorize the appropriation of \$19,989.00 from the College's unappropriated accumulated surplus account, to be added to the \$1,012,392.00 previously approved, for a total of \$1,032,381.00, said funds to be held in a segregated account and to be used in accordance with the Agreement, thus bringing the College's unappropriated accumulated surplus account to \$4,374,067.00, the whole to be accounted for at June 30, 2015, in the College's financial report.

EC 323-05 **DISAPPROPRIATION FROM THE COLLEGE'S SURPLUS ACCOUNT**
- HEATING SYSTEM PHASE II

WHEREAS the College's financial statements for the year ending June 30, 2015 show an unappropriated accumulated surplus of \$4,394,056.00;

WHEREAS the previously appropriated budget for the Heating System Phase II is no longer necessary;

It was moved by Cynthia Némorin, seconded by Erich Schmedt, and carried

THAT the Executive Committee recommend that the Board of Governors authorize the disappropriation of \$34,312.00 from the College's appropriated accumulated surplus account, to be removed from the \$1,115,000.00 previously approved, thus bringing the Heating System Phase II account to \$0, for a total unappropriated accumulated surplus of \$4,408,379.00, said funds to be held in a segregated account, the whole to be accounted for at June 30, 2015, in the College's financial report.

EC 323-06 **APPROPRIATION FROM THE COLLEGE'S SURPLUS ACCOUNT**
- RENOVATION PROJECTS

WHEREAS the College's financial statements for the year ending June 30, 2015 show an unappropriated accumulated surplus of \$4,394,056.00;

WHEREAS the College wishes to maintain a contingency of \$1,500,000.00;

It was moved by Erich Schmedt, seconded by Cynthia Némorin, and carried

THAT the Executive Committee recommend that the Board of Governors authorize the appropriation of \$2,908,379.00 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 \$5,164,163.00 and the College's unappropriated accumulated surplus account to \$1,500,000.00, the whole to be accounted for at June 30, 2015, in the College's financial report.

EC 323-07 APPOINTMENT OF EXTERNAL AUDITORS 2015-2016

WHEREAS the Board Audit Committee has recommended that the firm Raymond Chabot Grant Thornton be appointed as the College's external auditors for the 2015-2016 fiscal year;

It was moved by William Russell, seconded by Guylaine Audet, and carried

THAT the Executive Committee recommend that the Board of Governors appoint the firm Raymond Chabot Grant Thornton as the College's external auditors for the 2015-2016 fiscal year.

**EC 323-08a) ACADEMIC CALENDAR 2015-2016 (REFLECTING ONE DAY STRIKE)
- AMENDMENT TO RESOLUTION 365-13**

1) DAY DIVISION

It was moved by Guylaine Audet, seconded by Hanna Oosterveen, and carried

THAT the Executive Committee approve the amendments to the Academic Calendar for the Day Division for the 2015-2016 academic year, as presented by the Academic Dean, and that Resolution 365-13 be amended accordingly.

With respect to this resolution, there were 5 in favour, 0 against and 1 abstention.

2) CONTINUING EDUCATION

It was moved by Guylaine Audet, seconded by Hanna Oosterveen, and carried

THAT the Executive Committee approve the amendments to the Academic Calendar for Continuing Education for the 2015-2016 academic year, as presented by the Academic Dean, and that Resolution 365-13 be amended accordingly.

With respect to this resolution, there were 5 in favour, 0 against and 1 abstention.

EC 323-08b) ACADEMIC CALENDARS 2015-2016 (REFLECTING ADDITIONAL STRIKE DAYS)
- AMENDMENT TO RESOLUTION 365-13

1) DAY DIVISION

It was moved by Cynthia Némorin, seconded by Guylaine Audet, and carried

THAT the Executive Committee approve the amendments to the Academic Calendars for the Day Division for the 2015-2016 academic year, as presented by the Academic Dean, and that Resolution 365-13 be amended accordingly, the whole conditional on the strike day(s) occurring and on an agreement with staff concerning coverage of Saturday exams, where applicable.

With respect to this resolution, there were 5 in favour, 0 against and 1 abstention.

2) CONTINUING EDUCATION

It was moved by Cynthia Némorin, seconded by Guylaine Audet, and carried

THAT the Executive Committee approve the amendments to the Academic Calendars for Continuing Education for the 2015-2016 academic year, as presented by the Academic Dean, and that Resolution 365-13 be amended accordingly, the whole conditional on the strike day(s) occurring and on an agreement with staff concerning coverage of Saturday exams, where applicable.

With respect to this resolution, there were 5 in favour, 0 against and 1 abstention.

EC 323-09 BOARD AGENDA – 370th BOARD MEETING

It was moved by Cynthia Némorin, seconded by Guylaine Audet, and carried

THAT the Agenda for the 370th Regular Board meeting be adopted.

EC 323-10 CLOSING OF THE 323rd EXECUTIVE COMMITTEE MEETING

It was moved by William Russell

THAT the 323rd Executive Committee meeting be closed.

Chair

Secretary General

324th EXECUTIVE COMMITTEE MEETING
JANUARY 13, 2016 – 4:30 PM – H-108

Present: John Halpin, Chair
Guylaine Audet (via conference call)
Cynthia Némorin (via conference call)
William Russell
Erich Schmedt
Stavroula Makris, Secretary General

Regrets: Hanna Oosterveen

EC 324-01 **APPROVAL OF AGENDA**

It was moved by William Russell, seconded by Erich Schmedt, and carried

THAT the agenda be approved as circulated.

EC324-02 **MINUTES – 323th EXECUTIVE COMMITTEE MEETING**

It was moved by Cynthia Némorin, seconded by Guylaine Audet, and carried

THAT the minutes of the 323rd Executive Committee meeting be approved as circulated.

EC 324-03 **EVALUATION COMMITTEES – DIRECTOR GENERAL/ACADEMIC DEAN**

At the next meeting of the Board, committees will be formed for the evaluation of the Director General and the Academic Dean (reduced evaluations this year), the whole in accordance with By-Law 2 "Concerning the Appointment, the Renewal of Mandate and the Evaluation of the Director General and the Academic Dean".

The Executive Committee members discussed the composition of these committees as well as the approach for soliciting feedback from the executives and members of the various College associations.

EC 324-04 **BOARD VACANCIES**

The Secretary General updated the members on the upcoming board vacancies for 2016. The Chair of the Board will contact the board members in the Alumni category to determine whether they would be willing to serve another term; their first mandates expire on February 12, 2016.

The College is still awaiting Ministry appointments with respect to five (5) expired board positions;

another follow-up was done by the College.

EC 324-05 **RISK ASSESSMENT**

The Director General presented a draft Risk Management Framework together with a Risk Register on which the Directors of the College are currently working on. These documents are still a work in progress and will be brought to the Board in the spring.

EC 324-06 **MID-YEAR BUDGET STATUS**

The Director General presented the members with a mid-year budget status. This will also be presented to the members of the Board at their next meeting.

EC 324-07 **BOARD AGENDA – 371st BOARD MEETING**

It was moved by Cynthia Némorin, seconded by Guylaine Audet, and carried

THAT the Agenda for the 371st Regular Board meeting be adopted.

EC 324-08 **CLOSING OF THE 324th EXECUTIVE COMMITTEE MEETING**

It was moved by William Russell

THAT the 324th Executive Committee meeting be closed.

Chair

Secretary General



325th EXECUTIVE COMMITTEE MEETING
FEBRUARY 10, 2016 – 4:30 PM – H-108

Present: John Halpin, Chair
Guylaine Audet (via conference call)
Cynthia Némorin (via conference call)
William Russell
Erich Schmedt
Stavroula Makris, Secretary General

Regrets: Hanna Oosterveen

EC 325-01 **APPROVAL OF AGENDA**

It was moved by William Russell, seconded by Cynthia Némorin, and carried

THAT the agenda be approved as circulated.

EC325-02 **MINUTES – 324th EXECUTIVE COMMITTEE MEETING**

It was moved by William Russell, seconded by Erich Schmedt, and carried

THAT the minutes of the 324th Executive Committee meeting be approved as circulated.

EC 325-03 **ACADEMIC CALENDARS – 2016-2017**

The Academic Dean presented the 2016-2017 Academic Calendars for both Day Division and Continuing Education. These will be presented to the members of the Board of Governors for approval at their next meeting.

EC 325-04 **VICE-CHAIRPERSON POSITION**

Further to Cynthia Némorin's upcoming resignation from her position as Vice-Chairperson and Executive Committee member, the members of the Board of Governors will be asked to appoint a new Vice-Chairperson and Executive Committee member at their next meeting. In such respect, it was agreed that Guylaine Audet would reach out to potential candidates.

EC 325-05 **SUCCESSION PLANNING FRAMEWORK**

The Director General presented a draft Succession Planning Framework.

EC 325-06 **BOARD AGENDA – 372nd BOARD MEETING**

It was moved by Cynthia Némorin, seconded by Guylaine Audet, and carried

THAT the Agenda for the 372nd Regular Board meeting be adopted as amended.

EC 325-07 **CLOSING OF THE 325th EXECUTIVE COMMITTEE MEETING**

It was moved by William Russell

THAT the 325th Executive Committee meeting be closed.

Chair

Secretary General



326th EXECUTIVE COMMITTEE MEETING
APRIL 11, 2016 – 4:30 PM – H-108

Present: John Halpin, Chair
Guylaine Audet (via conference call)
Louise Arsenault (via conference call)
Erich Schmedt
Stavroula Makris, Secretary General

Regrets: Hanna Oosterveen

By invitation: Doug Brown

EC 326-01 **APPROVAL OF AGENDA**

It was moved by Guylaine Audet, seconded by Louise Arsenault, and carried

THAT the agenda be approved as circulated.

EC326-02 **MINUTES – 325th EXECUTIVE COMMITTEE MEETING**

It was moved by Erich Schmedt, seconded by Guylaine Audet, and carried

THAT the minutes of the 325th Executive Committee meeting be approved as circulated.

EC 326-03 **DG/AD EVALUATION COMMITTEE – STATUS**

The Director General informed the members that the surveys for the evaluation of the Director General and the Academic Dean were sent out last week on April 6, 2016, to be returned no later than April 28, 2016. The Chair of each of these committees will subsequently process the information received for review by the respective committees at their next meeting of May 11, 2016.

EC 326-04 **LINE OF CREDIT 2015-2016 – CAPITAL BUDGET**
- AMENDMENT TO RESOLUTION 321-05

It was moved by Louise Arsenault, seconded by Guylaine Audet, 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 \$22,950,000 during the period of July 1, 2015 to March 2, 2016;
- up to the sum of \$19,461,000 during the period of March 3, 2016 to June 1, 2016;

- ♦ up to the sum of \$22,876,000 during the period of June 2, 2016 to June 30, 2016;

bearing interest at the rate in accordance with the letter of authority to borrow signed by Ginette Legault, *la sous-ministre adjointe à l'enseignement supérieur*, dated March 3, 2016 (*concernant le montant de la marge de crédit autorisée au fonds des immobilisations, pour la période du 3 mars 2016 au 30 juin 2016*);

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.

EC 326-05 EXECUTIVE COMMITTEE VACANCY

WHEREAS William Russell's position on the Board came to an end on March 20, 2016, thus creating a vacancy on the Executive Committee;

It was moved by Erich Schmedt, seconded by Guylaine Audet, and carried

THAT the Executive Committee recommend that the Board of Governors appoint Doug Brown as the new Executive Committee member for the balance of the 2015-2016 academic year.

EC 326-06 BOARD AGENDA – 373rd REGULAR BOARD MEETING

The Director General presented the proposed agenda for the next Board meeting and explained that there is a possibility that some of the items indicated therein may be changed or removed prior to the next Board meeting.

It was moved by Guylaine Audet, seconded by Louise Arsenault, and carried

THAT the Agenda for the 373rd Regular Board meeting be adopted as presented, subject to the discussed possible amendments.

EC 326-07 CLOSING OF THE 326th EXECUTIVE COMMITTEE MEETING

It was moved by Erich Schmedt

THAT the 326th Executive Committee meeting be closed.

Chair

Secretary General



327th EXECUTIVE COMMITTEE MEETING
MAY 25, 2016 – 4:30 PM – H-108

Present: John Halpin, Chair
Guylaine Audet (via conference call)
Louise Arsenault (via conference call)
Doug Brown
Erich Schmedt
Stavroula Makris, Secretary General

Regrets: Hanna Oosterveen

EC 327-01 APPROVAL OF AGENDA

It was moved by Doug Brown, seconded by Guylaine Audet, and carried

THAT the agenda be approved as circulated.

EC 327-02 MINUTES – 326th EXECUTIVE COMMITTEE MEETING

It was moved by Louise Arsenault, seconded by Guylaine Audet, and carried

THAT the minutes of the 326th Executive Committee meeting be approved as circulated.

EC 327-03 CAPITAL BUDGET 2016-2017 – PROVISIONAL

It was moved by Doug Brown, seconded by Erich Schmedt, and carried

THAT the Executive Committee recommend that the Board of Governors approve a provisional Capital Budget of **\$4,890,100** for the 2016-2017 fiscal year.

EC 327-04 OPERATIONAL BUDGET 2016-2017

It was moved by Doug Brown, seconded by Erich Schmedt, and carried

THAT the Executive Committee recommend that the Board of Governors approve the Operational Budget for the 2016-2017 fiscal year, as prepared by the administration.

EC 327-05 **ACADEMIC CALENDAR 2016-2017 FOR CONTINUING EDUCATION – AMENDMENT TO RESOLUTION 372-12 b)**

It was moved by Louise Arsenault, seconded by Erich Schmedt, and carried

THAT the Executive Committee approve the amendment to the Academic Calendar for Continuing Education for the 2016-2017 academic year, as presented by the Academic Dean, and that Resolution 372-12 b) be amended accordingly.

EC 327-06 **SAFE DISCLOSURE (WHISTLEBLOWER) POLICY REPORT**

The Secretary General presented her report under Policy no. 18 - Safe Disclosure (Whistleblower) Policy; there were no cases of improper acts investigated thereunder.

EC 327-07 **EXECUTIVE COMMITTEE MEETING DATES 2016-2017**

WHEREAS pursuant to Article 4.4.1 of By-law 1 *Concerning the General Administration of the College*, the Executive Committee shall hold regular meetings on the dates and at the times that it sets either at the last regular meeting of each fiscal year or at other times during the year;

It was moved by Guylaine Audet, seconded by Doug Brown, and carried

THAT the regular meetings of the Executive Committee of John Abbott College for the 2016-2017 academic year be set to start at 4:30 p.m. on the following days:

- September 14, 2016
- October 19, 2016
- November 30, 2016
- January 25, 2017
- March 15, 2017
- April 19, 2017
- May 24, 2017

EC 327-08 **BOARD AGENDA – 374th REGULAR BOARD MEETING**

The Director General presented the proposed agenda for the next Board meeting and explained that there is a possibility that some of the items indicated therein may be changed or removed prior to the next Board meeting.

It was moved by Doug Brown, seconded by Erich Schmedt, and carried

THAT the Agenda for the 374th Regular Board meeting be adopted as presented, subject to the discussed possible amendments.



328th EXECUTIVE COMMITTEE MEETING
SEPTEMBER 14, 2016 – 4:30 PM – H-108

Present: John Halpin, Chair
Louise Arsenault (via conference call)
Doug Brown
Erich Schmedt
Stavroula Makris, Secretary General

Regrets: Guylaine Audet

By invitation: Kathy Nodzynski

EC 328-01 APPROVAL OF AGENDA

It was moved by Doug Brown, seconded by Erich Schmedt, and carried

THAT the agenda be approved as circulated.

EC 328-02 MINUTES – 327th EXECUTIVE COMMITTEE MEETING

It was moved by Erich Schmedt, seconded by Doug Brown, and carried

THAT the minutes of the 327th Executive Committee meeting be approved as circulated.

EC 328-03 FOLLOW-UP ON STUDENT INCIDENT

The Director General provided a follow-up on the recent student incident reported in the media.

EC 328-04 ANALYSE DU RAPPORT FINANCIER 2014-2015

The Director General presented the *analyse du rapport financier* 2014-2015 which will also be presented at the next Board meeting.

EC 328-05 OPERATIONAL BUDGET 2016-2017 – AMENDMENT

WHEREAS at its May 25, 2016 meeting, the Executive Committee recommended that the Board of Governors approve the Operational Budget for the 2016-2017 fiscal year, as prepared by the administration;

WHEREAS at its June 14, 2016 meeting, the Board of Governors passed Resolution 374-07 setting the College's Operational Budget for the 2016-2017 fiscal year;

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

THAT the Executive Committee recommend that the Board of Governors amend Resolution 374-07 to reflect the amended Operational Budget for the 2016-2017 fiscal year, as prepared by the administration.

EC 328-06 **LINE OF CREDIT 2016-2017 – OPERATIONAL**

It was moved by Erich Schmedt, seconded by Doug Brown, 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 \$4,113,000 during the period of July 1, 2016 to August 31, 2016;
- up to the sum of \$8,813,000 during the period of September 1, 2016 to March 31, 2017;
- up to the sum of \$8,226,000 during the period of April 1, 2017 to June 30, 2017,

bearing interest at the rate in accordance with the letter of authority to borrow signed by Ginette Legault, *la sous-ministre adjointe à l'enseignement supérieur du Ministère de l'Éducation et de l'Enseignement supérieur*, dated June 22, 2016;

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.

EC 328-07 **LINE OF CREDIT 2016-2017 – CAPITAL**

It was moved by Erich Schmedt, seconded by Louise Arsenault, 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 \$32,009,000 during the period of July 1, 2016 to November 30, 2016;
- up to the sum of \$40,848,000 during the period of December 1, 2016 to April 24, 2017;
- up to the sum of \$45,028,000 during the period of April 25, 2017 to June 30, 2017,

bearing interest at the rate in accordance with the letter of authority to borrow signed by Ginette Legault, *la sous-ministre adjointe à l'enseignement supérieur du Ministère de l'Éducation et de l'Enseignement supérieur*, dated June 22, 2016;

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.

EC 328-08

RÉGIME D'EMPRUNTS À LONG TERME

ATTENDU QUE, conformément à l'article 78 de la Loi sur l'administration financière (RLRQ, chapitre A-6.001), le Cégep John Abbott (l'« **Emprunteur** ») désire instituer un régime d'emprunts lui permettant d'effectuer, de temps à autre d'ici le 30 juin 2017, des emprunts à long terme auprès du ministre des Finances, à titre de responsable du Fonds de financement, pour un montant n'excédant pas 16 990 000 \$;

ATTENDU QUE, conformément à l'article 83 de cette loi, l'Emprunteur désire prévoir, dans le cadre de ce régime d'emprunts, que le pouvoir d'emprunter et celui d'en approuver les conditions et modalités soient exercés par au moins deux de ses dirigeants;

ATTENDU QU'il y a lieu d'autoriser un régime d'emprunts permettant à l'Emprunteur d'effectuer des emprunts à long terme, d'établir le montant maximum des emprunts qui pourront être effectués en vertu de celui-ci, ainsi que les caractéristiques et limites relativement aux emprunts à y être effectués et d'autoriser des dirigeants de l'Emprunteur à conclure tout emprunt en vertu de ce régime, à en établir les montants et les autres caractéristiques et à accepter les modalités et conditions relatives à chacun de ces emprunts;

ATTENDU QUE la ministre responsable de l'Enseignement supérieur (la « **Ministre** ») a autorisé l'institution par l'Emprunteur du présent régime d'emprunts, selon les conditions auxquelles réfère sa lettre du 11 août 2016;

Sur la proposition de John Halpin, appuyée par Louise Arsenault

IL EST RÉSOLU :

1. QU'un régime d'emprunts, en vertu duquel l'Emprunteur peut, sous réserve des caractéristiques et limites énoncés ci-après, effectuer de temps à autres d'ici le 30 juin 2017, des emprunts à long terme auprès du ministre des Finances, à titre de responsable du Fonds de financement, pour un montant n'excédant pas 16 990 000 \$, soit institué;
2. QUE les emprunts à long terme effectués par l'Emprunteur en vertu du présent régime d'emprunts soient sujets aux caractéristiques et limites suivantes :
 - a) malgré les dispositions du paragraphe 1 ci-dessus, l'Emprunteur ne pourra, au cours de chacune des périodes de **quinze mois** s'étendant du 1^{er} avril au 30 juin et comprises dans la période visée au paragraphe 1, effectuer des emprunts qui auraient pour effet que le montant total approuvé pour l'Emprunteur, pour une telle période, par le Conseil du trésor au titre de la programmation des emprunts à long terme des collèges d'enseignement général et professionnel, soit dépassé;
 - b) l'Emprunteur ne pourra effectuer un emprunt à moins de bénéficier d'une subvention du gouvernement du Québec conforme aux normes établies par le Conseil du trésor, au titre de l'octroi ou de la promesse de subventions aux collèges d'enseignement général et professionnel ainsi qu'aux termes et conditions déterminés par la Ministre et pourvoyant au paiement en capital et intérêt de l'emprunt concerné même si, par ailleurs, le paiement de cette subvention est sujet à ce que les sommes requises à cette fin soient votées annuellement par le Parlement;

- c) *chaque emprunt ne pourra être effectué qu'en monnaie légale du Canada auprès du ministre des Finances, à titre de responsable du Fonds de financement;*
 - d) *le produit de chaque emprunt ne pourra servir, outre le paiement des frais inhérents à l'emprunt concerné, que pour financer les dépenses d'investissements et les dépenses inhérentes aux investissements de l'Emprunteur subventionnées par la Ministre;*
3. *QU'aux fins de déterminer le montant total auquel réfère le paragraphe 1 ci-dessus, on ne tienne compte que de la valeur nominale des emprunts effectués par l'Emprunteur;*
4. *QU'en plus des caractéristiques et limites énoncées précédemment, les emprunts comportent les caractéristiques suivantes :*
- a) *l'Emprunteur pourra contracter un ou plusieurs emprunts pendant toute la durée du régime d'emprunts jusqu'à concurrence du montant qui y est prévu, et ce, aux termes d'une seule et unique convention de prêt à être conclue entre l'Emprunteur et le ministre des Finances, à titre de responsable du Fonds de financement;*
 - b) *chaque emprunt sera constaté par un billet fait à l'ordre du ministre des Finances, à titre de responsable du Fonds de financement;*
 - c) *le taux d'intérêt payable sur les emprunts sera établi selon les critères déterminés par le gouvernement en vertu du décret numéro 1267-2001 du 24 octobre 2001 concernant les critères de fixation des taux d'intérêt qui peuvent être exigés sur ces emprunts ainsi que la nature des coûts imputables dans le calcul de ces taux ou dans le calcul du remboursement des emprunts, modifié par les décrets numéro 1057-2013 du 23 octobre 2013 et numéro 1152-2015 du 16 décembre 2015, adopté en vertu de l'article 24 de la Loi sur le ministère des Finances (RLRQ, chapitre M-24.01), tel que ce décret pourra être modifié ou remplacé de temps à autre; et*
 - d) *aux fins d'assurer le paiement à l'échéance du capital de chaque emprunt et des intérêts dus sur celui-ci, la créance que représente pour l'Emprunteur la subvention qui lui sera accordée par la Ministre, au nom du gouvernement du Québec, sera affectée d'une hypothèque mobilière sans dépossession en faveur du ministre des Finances, à titre de responsable du Fonds de financement.*
5. *QUE l'Emprunteur soit autorisé à payer, à même le produit de chaque emprunt contracté auprès du ministre des Finances, à titre de responsable du Fonds de financement aux termes du régime d'emprunts, les frais d'émission et les frais de gestion qui auront été convenus;*
6. *QUE l'un ou l'autre des dirigeants suivants :*

Le [ou la] Président ou Présidente du Conseil d'administration

Le [ou la] Directeur général ou Directrice générale

Le [ou la] Directeur ou Directrice des Finances et Affaires juridiques

*de l'Emprunteur, **pourvu qu'ils soient deux agissant conjointement**, soit autorisé, au nom de l'Emprunteur, à signer la convention de prêt, la convention d'hypothèque mobilière, le billet, à consentir à toutes clauses et garanties non substantiellement incompatibles avec les dispositions des présentes, à livrer le billet, à apporter toutes les modifications à ces documents non substantiellement incompatibles avec les présentes, ainsi qu'à poser tous les actes et à signer tous les documents, nécessaires ou utiles, pour donner plein effet aux présentes;*

7. *QUE, dans la mesure où l'Emprunteur a déjà adopté une résolution instituant un régime d'emprunts pour les mêmes fins, la présente résolution remplace la résolution antérieure, sans pour autant affecter la validité des emprunts conclus sous son autorité avant la date du présent régime d'emprunts.*

EC-328-09 **AUDIT COMMITTEE COMPOSITION**

WHEREAS Policy No. 3 *Concerning the Hiring and Evaluation of An External Auditor* sets the composition of the 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;

It was moved by Doug Brown, seconded by John Halpin, and carried

THAT the Executive Committee recommend to the Board of Governors:

- That the Audit Committee for the 2016-2017 fiscal year be composed of the Chairperson of the Board, Guylaine Audet, the Director General, John Halpin, Suzana Ribeiro and Andrew Biteen, with the Director of Finance and Legal Affairs and the Comptroller as resource persons; and
- That the Director General chair the Committee.

EC 328-10 **EXECUTIVE COMMITTEE COMPOSITION**

WHEREAS, at its June 14, 2016 meeting, the Board of Governors appointed members to the Executive Committee 2016-2017, except for one student member to be appointed after students elections to the Board;

WHEREAS students elections to the Board occurred and, as a result, the two new student members on the Board of Governors are:

- Kathy Nodzynski – Pre-University Studies
- Michel Burgy – Technical Studies

It was moved by Erich Schmedt, seconded by John Halpin, and carried

THAT the Executive Committee recommend that the Board of Governors approve that Kathy Nodzynski, student member on the Board of Governors, be appointed to the Executive Committee.

EC 328-11 **EXECUTIVE COMMITTEE MEETING DATES – AMENDMENT**

WHEREAS at its meeting of May 25, 2016, the Executive Committee set dates and times for its 2016-2017 regular meetings, the whole as per Article 4.4.1 of By-law 1 Concerning the General Administration of the College;

WHEREAS it is necessary to amend the dates of certain Executive Committee regular meetings;

It was moved by Erich Schmedt, seconded by Louise Arsenault, and carried

THAT the dates of the regular meetings of the Executive Committee of John Abbott College for the 2016-2017 academic year be amended as follows so as to be held at 4:30 p.m. on the following

days:

- September 14, 2016
- October 12, 2016 (previously October 19, 2016)
- November 8, 2016 (previously November 30, 2016)
- January 25, 2017
- March 15, 2017
- April 19, 2017
- May 24, 2017

EC 328-12 UPCOMING BOARD VACANCIES

A report on the upcoming Board vacancies was presented. It was suggested that elections for parent representatives on the Board of Governors be held at the beginning of the Fall 2017 semester.

EC 328-13 BOARD AGENDA – 375TH REGULAR BOARD MEETING
– SEPTEMBER 27, 2016

It was moved by Doug Brown, seconded by Erich Schmedt, and carried

THAT the Agenda for the 375th Regular Board meeting be adopted as presented.

EC 328-14 CLOSING OF THE 328TH EXECUTIVE COMMITTEE MEETING

It was moved by Doug Brown

THAT the 328th Executive Committee meeting be closed.

Chair

Secretary General