

MINUTES OF THE 532nd MEETING OF THE BOARD OF GOVERNORS OF DAWSON COLLEGE HELD ON WEDNESDAY APRIL 19, 2023 AT 6:00 P.M. IN THE BOARDROOM 5B.13, 3040 SHERBROOKE STREET WEST, WESTMOUNT AND BY VIDEOCONFERENCE

PRESENT: Stéphane Beaudet Michael Goldwax, Chair Alex McComber
Isabelo Beli-En David Angie Gugliotti Kelly Ann Morel
Leanne Bennett Steve Hatajlo Pelagia Nickotelopoulos
Michelle Carangi Nathalie Lachance Émilie Richer
Karina D'Ermo Christopher Lyons Jamie Singerman
Diane Gauvin Cynthia Martin Sean Smith

REGRETS: Gigi Kaur

College Officers: Geoff Kloos Pascahl Scott
François Paradis Wai Bong Shum
Glenys Ronnie

Chair of Senate: Marianne Pelton

Also Present: Megan Ainscow Carmela Gumelli Brid Nic Niocaill
Jean-François Brière Ani Kotchounian Ben Seamone
Eric Bodzay Catherine LeBel Louise Shiller
Yann Brouillette Monica Lopez Andreea Stanciu Panait
Claire Elliott Maeve Muldowney Jonathon Sumner
Max Jones

Recording Secretary to the Board: Janet Pakulis

Agenda

532.1 ADOPTION OF THE AGENDA OF THE 529th MEETING

532.2 ADOPTION OF THE MINUTES OF THE 529th, 530th AND 531st MEETINGS

532.3 CORRESPONDENCE & PRESENTATIONS

532.4 REPORTS

- .1 Report of the Executive Committee
- .2 Report of the Chair of the Board
- .3 Report of the Director General
- .4 Report of the Academic Dean
- .5 Report of the Chair of Senate

532.5 BUSINESS ARISING FROM THE MINUTES

532.6 NEW BUSINESS

- .1 Science Program Revision
- .2 Program Grids with Law 14 Changes – Liberal Arts Program
- .3 Academic Calendars Winter 2023 - Revision
- .4 Fall 2022 Graduates
 - .1 Diplomas of College Studies
 - .2 Attestations of College Studies
 - .3 Winter 2023 graduates (Special) Diploma of College Studies
- .5 Capital Budget 2023-24
- .6 Skytech Expenses
- .7 Mandate for Group Purchase of Computers
- .8 *Item removed*
- .9 Term Extension to the Strategic Plan
- .10 Calendar of meetings Board of Governors and Executive Committee
- .11 Food Services Contract
- .12 Delegation of Signing Authority – Service & Construction Contracts
- .13 Construction Contract – Student Services

532.7 VARIA

532.8 DATE OF NEXT MEETING

532.9 ADJOURNMENT

Chair, Michael Goldwax welcomed all to the meeting.

532.1 ADOPTION OF THE AGENDA OF THE 532nd MEETING

Item 532.6.1 will be presented following the adoption of the minutes.

It was moved by Sean Smith, seconded by Christopher Lyons, **THAT THE AMENDED AGENDA OF THE 532nd MEETING BE ADOPTED.**

The motion was adopted unanimously.

532.2 ADOPTION OF THE MINUTES OF THE 529th MEETING

It was moved by Émilie Richer, seconded by Nathalie Lachance, **THAT THE MINUTES OF THE 529th MEETING BE ADOPTED WITH CORRECTIONS AND ADDITION OF WORDING TO 529.6.9.**

The motion was adopted unanimously by those eligible to vote.

ADOPTION OF THE MINUTES OF THE 530th MEETING

It was moved by Steve Hatajlo, seconded by Alex McComber, **THAT THE MINUTES OF THE 530th MEETING BE ADOPTED.**

The motion was adopted unanimously by those eligible to vote.

ADOPTION OF THE MINUTES OF THE 531st MEETING

It was moved by Sean Smith, seconded by Angie Gugliotti, **THAT THE MINUTES OF THE 531st MEETING BE ADOPTED WITH AN ADDITION OF WORDING TO 531.2.**

The motion was adopted unanimously by those eligible to vote.

532.3 CORRESPONDENCE & PRESENTATION

532.4 REPORTS

.1 Report of the Executive Committee

The Chair of the Executive Committee, Diane Gauvin reported the following:

At a Special meeting on March 1, 2023, Max Jones was appointed Dean of Medical Studies and Engineering with a start date of March 2nd.

At a regular meeting of the Executive Committee on March 29, 2023, the following were approved:

- A five-year maintenance contract of Eclipse workstations used in Radiation Oncology was awarded to Varian in the amount \$110,000 before taxes.
- Board and Executive calendar of meetings for 2023-24 was recommended to the Board.
- The Executive Committee approved the final enrolment projection of 8100 students for Fall 2023.

At a Special meeting of the Executive today, April 19, 2023, Ms. Brid NicNiocaill was appointed Assistant Dean, Science, Medical Studies and Engineering with a start date of May 1, 2023.

.2 Report of the Chair of the Board

Michael Goldwax, Chair, thanked Vice-Chair Steve Hatajlo for stepping in at the last meeting.

.3 Report of the Director General

Neptune Security Services

Diane Gauvin, Director General stated that on March 27, the *Autorité des marchés publics* (AMP) informed us that Neptune Security Services was placed on the *Registre des entreprises non admissibles aux contrats publics* and as of May 26, we could no longer do business with them. We consulted the Treasury Board and were informed that we could cease earlier.

On April 4, the Board awarded a contract by mutual agreement with Commissionaires Security Services, from April 10 to October 31, 2023. The agreement was signed on April 5. On April 6 Neptune was informed that a contract was signed with *Commissionaires* and agents were interviewed.

On April 10, Neptune's lawyers informed us that the Superior court suspended the decision of the AMP until a hearing would be held on May 18. The College decided to honor the contract with *Commissionaires* because all the security guards working at Dawson had already been hired by *Commissionaires*.

On other topics, the French Language Policy must be submitted to the Ministry by June 1. A Special Board meeting will be called towards the end of May.

The committee for the prevention of Sexual Violence and its standing committee met and have developed a very comprehensive plan. General training will be mandatory throughout the next Academic year.

.4 Report of the Academic Dean

Leanne Bennet, Academic Dean stated that a new math course and competencies will be developed for Fall 2024. A program committee will be formed. A Senate sub-committee is in place to discuss the Admissions policy as it relates to the new language policy. A Town Hall to strengthen the community has taken place with important feedback received. More to be scheduled.

.5 Report of the Chair of Senate

Marianne Pelton, Chair of Senate had the following to report:

Senate discussed and recommended the Science Program revision; reviewed and recommended proposed program grid changes for the implementation of changes to the French exit exam; recommended a revision to the academic calendar because of the class cancellation and will be meeting to look at changes to the admissions policy as part of the French language policy required under Law 14.

532.5 BUSINESS ARISING FROM THE MINUTES

532.6 NEW BUSINESS

.1 Science Program Revision

Leanne Bennett stated that the revision was necessary due to Ministerial requirements. Ben Seamone, Science Program Coordinator presented and reviewed the revisions and stated that this is the first time revisions were necessary at the Ministerial level. The committee was comprised of representatives from five disciplines. The Board thanked the committee for their work. A member asked about the Indigenous knowledge in Western science and what can the Science program do in the future with other world views. Mr. Seamone will raise these questions with the committee.

It was moved by Christopher Lyons, seconded by Leanne Bennett, **THAT THE REVISIONS TO THE SCIENCE PROGRAM (200-B1) BE ADOPTED BY THE BOARD OF GOVERNORS, WITH AN IMPLEMENTATION DATE OF FALL 2024.**

The motion was adopted unanimously

.2 Program Grids with Law 14 changes – Liberal Arts Program

Leanne Bennett stated that due to changes in the Charter of the French Language, the Ministry has developed the competencies for three new French courses. To accommodate the insertion of these courses in the curriculum, the sequencing of general education courses – French, Humanities, Physical Education and complementary courses – in the grids of all programs has been revised.

It was moved by Cynthia Marin, seconded by Sean Smith, **THAT THE BOARD OF GOVERNORS APPROVES THE CHANGES TO THE PROGRAM GRIDS FOR THE LIBERAL ARTS PROGRAM IN RESPONSE TO LAW 14, EFFECTIVE FOR THE FALL 2023 SEMESTER.**

The motion was adopted unanimously.

.3 Academic Calendars Winter 2023 - Revision

Leanne Bennett explained that due to closure of the College on Thursday, April 6 because of weather conditions, a revision to the academic calendars is needed for the Winter 2023 semester to make up the one class day lost.

It was moved by Christopher Lyons, seconded by Nathalie Lachance, **THAT THE TEACHING AND EVALUATION DATES PRESENTED IN THE REVISED WINTER 2023 ACADEMIC CALENDARS BE APPROVED.**

The motion was adopted unanimously.

.4 Fall 2022 Graduates

.1 Diploma of College Studies

Leanne Bennett stated that the Minister awards the Diploma of College studies.

It was moved by Stéphane Beaudet, seconded by Alex McComber, **THAT ALL SUPPORTING DOCUMENTS HAVING BEEN SUPPLIED AND VERIFIED, BE IT RESOLVED TO RECOMMEND TO THE MINISTER TO AWARD A DIPLOMA OF COLLEGE STUDIES TO EACH OF THE 438 STUDENTS WHOSE NAMES APPEAR ON THE ATTACHED REQUEST FOR CERTIFICATION.**

The motion was adopted unanimously.

.2 Fall 2022 Graduates: Attestations of College Studies

Leanne Bennett stated that the College awards the Attestations of College Studies.

It was moved by Stéphane Beaudet, seconded by Kelly Ann Morel, **THAT ALL SUPPORTING DOCUMENTS HAVING BEEN SUPPLIED AND VERIFIED, BE IT RESOLVED THAT THE 30 STUDENTS WHOSE NAMES APPEAR ON THE ATTACHED REQUEST FOR CERTIFICATION BE AWARDED AN ATTESTATION OF COLLEGE STUDIES.**

The motion was adopted unanimously.

.3 Winter 2023 graduates (Special) Diploma of College Studies

Leanne Bennett stated that the majority of the students being presented (18) have requested a DEC *sans Mention*. The remaining 5 students completed their studies in the Fall 2022 semester as part of Springboard and re-applied for admissions to be recognized in their program for graduation.

It was moved by Cynthia Martin, seconded by Émilie Richer, **THAT ALL SUPPORTING DOCUMENTS HAVING BEEN SUPPLIED AND VERIFIED, BE IT RESOLVED TO RECOMMEND TO THE MINISTER TO AWARD A DIPLOMA OF COLLEGE STUDIES TO EACH OF THE 23 STUDENTS WHOSE NAMES APPEAR ON THE ATTACHED REQUEST FOR CERTIFICATION.**

The motion was adopted unanimously.

.5 Capital Budget 2023-24

Glenys Ronnie, Director of Finance stated that the Capital Budget Committee receives department requests for computer and accessories, software, office and specialized equipment, as well as furnishings. All requests are vetted as to need and compatibility with existing equipment and any required renovations are then planned. Ms. Ronnie reviewed all the related documents. Discussion ensued about renovations in certain spaces.

It was moved by Sean Smith, seconded by Jamie Singerman, **THAT THE PROPOSED CAPITAL BUDGET 2023-24 WITH REVENUES OF \$32,796,000 AND EXPENSES OF \$12,606,000 BE APPROVED.**

The motion was adopted unanimously.

.6 Skytech Expenditures

François Paradis, Director of IST stated that the College has maintenance and support agreements with Skytech Communications Inc. related to several platforms in use. Although the contracts have been duly approved separately by the Board, the timing of the payments occurs as one disbursement which needs approval from the Board.

It was moved by Sean Smith, seconded by Steve Hatajlo, **THAT PAYMENT OF SKYTECH EXPENSES OF \$537,544 BEFORE TAX BE APPROVED.**

The motion was adopted unanimously with one abstention.

.7 Mandate for Group Purchase of Computers

François Paradis stated that the current group purchase for computers and monitors terminates on August 31, 2023. The College has submitted a new mandate to the *Centre d'Acquisitions Gouvernementales* (CAG), conditional to Board approval.

It was moved by Steve Hatajlo, seconded by Nathalie Lachance, **THAT THE BOARD OF GOVERNORS AUTHORIZES THE COLLEGE TO JOIN THE GROUP PURCHASE OF COMPUTERS AND MONITORS (CAG 2023-7525-50) WITH A PROJECTED COST OF \$1,948,000.**

The motion was adopted unanimously.

.8 Item Removed

.9 Term Extension to the Strategic Plan

Diane Gauvin stated that the College's five-year Strategic Plan was adopted by the Board of Governors on October 26, 2016. As part of the annual review process, it was revised twice, first in the Fall 2018 and again in Winter 2020 in order to include the recommendations from the quality assurance audit, it was extended to June 2023.

Starting Winter last year, there was extensive consultation with members of the Community. The drafting of the plan is well under way but has been delayed due to the efforts required for the implementation of Law 14.

Under these circumstances, it is recommended that the current plan be extended to December 31, 2023.

It was moved by Angie Gugliotti, seconded by Christopher Lyons, **THAT THE BOARD OF GOVERNORS APPROVES THE EXTENSION OF THE STRATEGIC PLAN TO DECEMBER 31, 2023.**

The motion was adopted unanimously.

.10 Calendar of meetings – Board of Governors and Executive Committee

François Paradis, Director of Corporate Affairs presented the calendar of meetings for 2023-24.

It was moved by Sean Smith, seconded by Alex McComber, **THAT THE PROPOSED CALENDAR OF MEETINGS 2023-24 BE APPROVED.**

The motion was adopted unanimously.

.11 Food Services Contract

Wai Bong Shum, Director of Facilities Management presented this item stating that the current contract with Groupe Compass ends on June 30, 2023. This form of agreement does not fall within the purview of the Contracts Act, and consequently is not bound by the customary tendering regulations. Nonetheless, the college chose to pursue with a tendering by invitation to three companies: Groupe Compass Quebec, Groupe Laberge and Sodexo.

The latter declined to submit an offer and of the remaining two proposals the college received nine options in total. Following financial analysis, the College recommends to stay with the current provider for a fixed duration of five years and fixed monthly revenue payments.

Discussions ensued and one Board member proposed to award a three-year contract instead of five.

It was moved by Emilie Richer, seconded by Nathalie Lachance, **THAT THE BOARD OF GOVERNORS AUTHORIZES THE COLLEGE TO AWARD A CONTRACT FOR FOOD SERVICES TO “GROUPE COMPASS QUÉBEC”, FOR A DURATION OF THREE YEARS, JULY 1, 2023 TO JUNE 30, 2026.**

The motion was rejected with two in favor, 10 against and 2 abstentions.

It was moved by Angie, seconded by Sean, **THAT WAI BONG SHUM CONTINUES DISCUSSIONS WITH COMPASS AND A SPECIAL BOARD BE CONVENED IN TWO WEEKS TIME WITH A NEW CONTRACT PROPOSAL.**

The motion was adopted unanimously.

.12 Delegation of signing Authority – Service and Construction Contracts

Wai Bong Shum stated that the current electromechanical maintenance contract with *Société de contrôle Johnson S.E.C.* ends on June 30, 2023; that the renovation of the Facilities Management office has experienced delay since 2022 and is currently scheduled to begin in early June 2023; that a public call for tenders for both contracts was posted with a closing date of April 24, 2023 and that the contractor's preparative work needs to start in May 2023, consequently due to these time constraints, the College is unable to wait for the next Board meeting and is proposing that the awarding of the contract be delegated to the Executive Committee.

i) It was moved by Jamie Singerman, seconded by Christopher Lyons, **THAT THE BOARD OF GOVERNORS DELEGATES TO THE EXECUTIVE COMMITTEE THE AUTHORITY TO AWARD A SERVICE CONTRACT FOR THE PREVENTATIVE, CORRECTIVE AND PREDICTIVE MAINTENANCE OF ELECTROMECHANICAL EQUIPMENT, AT AN ESTIMATED AMOUNT OF \$1,800,000 EXCLUDING TAXES, FOR A DURATION OF MAXIMUM 5 YEARS.**

The motion was adopted unanimously.

ii) It was moved by Christopher Lyons, seconded by Alex McComber, **THAT THE BOARD OF GOVERNORS DELEGATES TO THE EXECUTIVE COMMITTEE THE AUTHORITY TO AWARD A CONSTRUCTION CONTRACT FOR THE RENOVATION OF THE FACILITIES MANAGEMENT OFFICE, AT AN ESTIMATED AMOUNT OF \$800,000 EXCLUDING TAXES.**

The motion was adopted unanimously.

.13 Construction Contract – Student Services

Wai Bong Shum stated that following a tendering process for the renovations of the Student Services space, the lowest bid is about 22% lower than the Architect's estimated value. The College concludes it is not an unusually low price given that it is based on the professionals' recommendation and the company affirmation that there is no ambiguity in the tendering documents.

It was moved by Isabelo Beli-En David, seconded by Christopher Lyons, **THAT THE BOARD OF GOVERNORS AUTHORIZES THE COLLEGE TO AWARD A CONSTRUCTION CONTRACT TO "ISI CONSTRUCTION INC." FOR THE RENOVATION OF THE STUDENT SERVICES SPACES IN THE AMOUNT OF \$326,300 EXCLUDING TAXES.**

The motion was adopted unanimously.

532.7 VARIA

532.8 DATE OF NEXT MEETING

A Special Board meeting will be called to approve the French Language Policy

Executive Committee meeting: May 24, 2023 (Teams)

Board meeting: June 7, 2023 (in person)

532.9 ADJOURNEMENT

The meeting adjourned at 9:16 p.m.

Signatures:

Michael Goldwax
Board Chair

François Paradis
Director, Corporate Affairs

