

MINUTES OF THE 491st MEETING OF THE BOARD OF GOVERNORS OF DAWSON COLLEGE HELD ON THURSDAY FEBRUARY 22 2018 AT 6:00 P.M. IN THE BOARDROOM 5B.13, 3040 SHERBROOKE STREET WEST, MONTREAL, QUEBEC

PRESENT: Richard Filion Igor Gorelyshev Jean Nagy
Diane Gauvin Azra Khan Sylvain Richard, Chair
Cheranda Fraser-Williams Fiona Hanley Anthony Williams
Anna Gagliardi Alex McComber

REGRETS: Anila Asghar Steve Hatajlo
Sonya Branco Ralph Rimokh
Ioana Geles Jamie Singerman
Michael Goldwax Anna Villalta

College Officers: François Paradis
Glenys Ronnie
Wai Bong Shum

Chair of Senate: Jonathon Sumner

Also Present: Chris Adam Catherine LeBel Kelly-Ann Morel
Leanne Bennett Francis Lessard Daniel Tesolin
Isabelle Carrier Julia Lijeron Donna Varrica
Andréa Cole Johanne Messier Wilson Wong
Carmela Gumelli

Secretary to the Board: Janet Pakulis

Agenda

- 491.1 ADOPTION OF THE AGENDA OF THE 491st MEETING**
- 491.2 ADOPTION OF THE MINUTES OF THE 490th MEETING**
- 491.3 CORRESPONDENCE & PRESENTATIONS**
 - .1 Board Orientation (College Overview & Financing)**
- 491.4 REPORTS**
 - .1 Report of the Executive Committee**
 - .2 Report of the Chair of the Board**
 - .3 Report of the Director General**
 - .4 Report of the Academic Dean**
 - .5 Report of the Chair of Senate**
 - .6 Report of the Director of Finance**
 - .1 Preliminary Budget Variance Report – December 31, 2017**
 - .2 Preliminary Projected Operating Surplus**
- 491.5 BUSINESS ARISING FROM THE MINUTES**
- 491.6 NEW BUSINESS**
 - .1 New Program – Kiuna Arts, Literature & Communication – First Nations**
 - .2 CRISPESH Activities Report 2013-18**
 - .3 CRISPESH Strategic Plan 2018-23**
 - .4 Renewal Request for Recognition of CCTT-PSN (CRISPESH)**
 - .5 Sustainability Plan 2016-21**
 - .6 Dawson College Foundation Activity Report 2016-17**
 - .7 Research Ethics Board (REB) Appointments**
 - .8 Kiuna IPESA (Institutional Policy on the Evaluation of Student Achievement)**

- .9 Academic Calendar Winter 2018 Revision
- .10 Academic Calendar Winter 2018 Revision Kiuna (First Nations Post Secondary Institution)
- .11 Academic Calendar 2018-19
- .12 Academic Calendar 2018-19 Kiuna
- .13 Enrolment Projections Fall 2018
- .14 Appointment of External Auditors 2017-18
- .15 Changes to Bylaw Number 8
- .16 Replacement of Two Chillers
- .17 Space Deficit Update and Delegation of Authority
- .18 Skytech Expenses 2017-18
- .19 New Medical Ultrasound Technology Program
- .20 Replacement of gym bleachers
- .21 Renovation of locker rooms and connected sports facilities

491.7 VARIA

491.8 DATE OF NEXT MEETING

491.9 ADJOURNMENT

491.1 ADOPTION OF THE AGENDA OF THE 491st MEETING

It was agreed to address items 491.6.1, 491.6.5, 491.6.6 and 491.6.7 immediately following the adoption of the minutes.

It was moved by Anthony Williams, seconded by Fiona Hanley, **THAT THE AGENDA OF THE 491st MEETING BE ADOPTED AS AMENDED.**

The motion was adopted unanimously.

Prior to the adoption of the Minutes, Richard Filion spoke about the tragedy that fell upon Marjory Stoneham Douglas High School in Parkland Florida. He asked that we observe a minute of silence to show our respect to the victims and to the community of Parkland, prior to the commencement of the meeting.

491.2 ADOPTION OF THE MINUTES OF THE 490th MEETING

Prior to the adoption of the minutes a couple of changes were suggested by a Board member. One change required a motion as specified below.

Item 490.6.9 Space Deficit Proposal: Wording to the description of the agenda item was changed as highlighted:

Richard Filion stated that a permanent solution to the College's space deficit is well underway and is progressing according to the agenda that the College and the MEES have agreed upon. To move forward with the conclusion of such a joint project, the College will soon have to proceed with the submission of an offer to purchase **one of the two buildings in proximity of the College.** The proposed resolution is to ensure that the Board is kept abreast of the dossier and is in support of the offer of purchase.

It was moved by Igor Gorelyshev, seconded by Alex McComber, to add the words **one of the two buildings in proximity of the College.**

The motion was adopted with 3 in favour, 0 against and 5 abstentions.

Adoption of revised minutes

It was moved by Diane Gauvin, seconded by Jean Nagy, **THAT THE MINUTES OF THE 491st MEETING BE ADOPTED AS AMENDED.**

The motion was adopted unanimously by those eligible to vote with one abstention.

491.3 CORRESPONDENCE & PRESENTATIONS

.1 Board Orientation (College Overview & Financing)

François Paradis reviewed the presentation.

491.4 REPORTS

.1 Report of the Executive Committee

The Chair of the Executive Committee, Richard Filion reported that the following motions were adopted at the regular meeting of the Executive Committee meeting on February 7, 2018.

- That a payment of \$115,000 to Réseau Notaires Inc., as a deposit be held in trust for the property purchase.
- That the Revised Operating budget (R#2) with revenues of \$91,258,967 and expenses of \$92,581,433 for a 2017-18 budgeted deficit of \$1,322,466 be approved.
- That the vacant position of HRSV-209 be abolished effective immediately.
- That a new position HRSV-210 (100%) be created effective immediately.
- That the position of Administration Officer (STSV-228) be reclassified as Academic and Vocational Information Counsellor (STSV-241) effective February 8, 2018.

Regarding the acquisition of a Dust Collector, the following two resolutions were adopted:

- That the Executive committee authorizes the College to enter into a contract entailing an expenditure where only one (1) contractor submitted a compliant tender.
- That the Executive Committee authorizes the College to award a contract for the acquisition of a dust collector to Capt-Air Inc. in the amount of \$124,546 excluding taxes.

.2 Report of the Chair of the Board

The Chair had nothing to report.

.3 Report of the Director General

Mr. Filion wanted to thank the organizers of Black History Month. The students in the DSU along with Legacy, which is one of the oldest student clubs, put together an impressive program of lectures, guest speakers, activities and a recognition gala held last Monday honouring outstanding Black community leaders. Anthony Williams, Board member was acknowledged at the gala.

.4 Report of the Academic Dean

The Academic Dean had nothing to report.

.5 Report of the Chair of Senate

The Chair of Senate, Jonathon Sumner had the following to report:

The February 6 meeting focused on finalizing Senate's mid-mandate evaluation report of the Director General, which was submitted to the evaluators from the Board on February 7, 2018.

At the second meeting which was held on February 13, the following were recommended:

- Revised academic calendars for winter 2018 for both Dawson and Kiuna due to the cancellation of classes on January 23.
- Academic calendars for 2018-19 for both Dawson and Kiuna
- Ratified clarifications to Bylaw 8
- New Kiuna ALC program and some changes to the Kiuna policy on the evaluation of student achievement.

The following three motions relating to complementary courses were also addressed:

The first two motions proposed allowing university pre-requisite courses to be used as substitutions for one or two of the complementary courses that are part of general education. Both motions were defeated.

The third motion called for the formation of a sub-committee to consider the definition of "field of study". Currently, any discipline number that appears in a program grid is considered part of the field of study of that program which prevents students from taking any complementary course offered by that discipline. There was a general consensus at Senate that this interpretation should be re-evaluated and the motion passed. Recommendations are expected by the end of the semester.

.6 Report of the Director of Finance

.1 Preliminary Budget Variance Report – December 31, 2017

Glenys Ronnie provided a status update on the current budget. Overall expenses are the same as last year except in the Director General's office where expenses are higher than prior years due to reorganizations and strategic plan initiatives. Glenys also noted that the Collective Agreement costs are up, compared to last year, due to increase in sick leaves.

.2 Preliminary Projected Operating Surplus

Glenys Ronnie stated that this is a very preliminary projection based on December 31, 2017 numbers. Revenues for 2017-18 will only be confirmed in June 2018. Additional special funds have been allocated by the ministry, for example \$100,000, to develop a strategy to prevent and counter sexual violence. The College is expected to end the 2017-18 financial year with an operating surplus of over \$7.1 million.

491.5 BUSINESS ARISING FROM THE MINUTES

There was nothing to report.

491.6 NEW BUSINESS

.1 New Program – Kiuna Arts, Literature & Communication – First Nations (500.B1)

Julia Lijeron from the Office of Academic Development elaborated on the main details of this Program. The Program is designed for students from First Nations communities who wish to acquire a basic understanding of a first Nations language or to deepen their understanding of their maternal language in an academic setting.

It was moved by Alex McComber, seconded by Jean Nagy, **THAT THE KIUNA – ARTS, LITERATURE & COMMUNICATION – FIRST NATIONS PROGRAM (500.B1) BE APPROVED FOR IMPLEMENTATION IN THE FALL 2018 SEMESTER.**

The motion was adopted unanimously.

.2 CRISPESH Activities Report 2013-18

Richard Filion presented this item in the absence of Catherine Loiselle, Director of CRISPESH. Mr. Filion explained that Catherine had a ski accident and could not attend the meeting this evening. He reported that CRISPESH continued its growth in its activities, workforce and revenues. CRISPESH has become a key player in the field of inclusion of people with disabilities.

It was moved by Anna Gagliardi, seconded by Fiona Hanley, **THAT THE BOARD OF GOVERNORS APPROVES THE CRISPESH ACTIVITIES REPORT 2013-2018.**

The motion was adopted unanimously.

.3 CRISPESH Strategic Plan 2018-2023

Richard Filion presented this item in the absence of Catherine Loiselle, Director of CRISPESH. Mr. Filion stated that CRISPESH has set its priorities, objectives and actions to continue its mission of contributing to a more inclusive society.

It was moved by Fiona Hanley, seconded by Jean Nagy, **THAT THE BOARD OF GOVERNORS APPROVES THE CRISPESH STRATEGIC PLAN 2018-2023.**

The motion was adopted unanimously.

Fiona Hanley asked that the Board pass a motion to wish Catherine a speedy recovery, along with a get well gift. The motion was moved by Richard Filion and seconded by Diane Gauvin.

.4 Renewal Request for the recognition of CCTT-PSN (CRISPESH)

Richard Filion presented this item in the absence of Catherine Loiselle. Mr. Filion stated that a CCTT-PSN, College Center for Technology Transfer in innovative social practices, is subject to periodic evaluations by the ministry. The mandate of the Centre ends on June 30, 2018. As a result, Cégep du Vieux Montréal and Dawson must file a renewal request with the Ministry.

It was moved by Diane Gauvin, seconded by Alex McComber, **THAT THE BOARD OF GOVERNORS APPROVES THE RENEWAL REQUEST FOR RECOGNITION OF CCTT-PSN (CRISPESH).**

The motion was adopted unanimously.

.5 Sustainability Plan 2016-21

Richard Filion elaborated on the start up of the Special Project related to Sustainability and then introduced Chris Adam, Coordinator of the Sustainability Office who presented the item by elaborating on its mission and activities.

It was moved by Anthony Williams, seconded by Jean Nagy, **THAT THE BOARD OF GOVERNORS RECEIVES THE DAWSON COLLEGE SUSTAINABILITY PLAN 2016-21.**

The motion was adopted unanimously.

.6 Dawson College Foundation Activity Report 2016-17

Richard Filion introduced Francis Lessard, Executive Director of the Foundation. Mr. Lessard reported on the Foundation's past activities and those to come, the main one being the Major Fundraising Campaign which will coincide with the College's upcoming 50th anniversary. He also reported on its mission, vision and communications plan.

It was moved by Diane Gauvin, seconded by Fiona Hanley, **THAT THE BOARD OF GOVERNORS RECEIVES THE DAWSON COLLEGE FOUNDATION 2016-17 ACTIVITY REPORT.**

The motion was adopted unanimously.

.7 Appointments to the Research Ethics Board (REB)

Diane Gauvin reported on the two new appointments to the REB.

It was moved by Diane Gauvin, seconded by Fiona Hanley, **THAT THE BOARD OF GOVERNORS APPOINTS DANIEL SIKORSKI TO THE DAWSON COLLEGE RESEARCH ETHICS BOARD AS COMMUNITY REPRESENTATIVE (STUDENT) AND APPOINTS KATHERINE WALSH TO THE DAWSON COLLEGE RESEARCH ETHICS BOARD AS COMMUNITY REPRESENTATIVE (PARENT), WITH THEIR FIRST YEAR OF APPOINTMENT ENDING ON JUNE 30, 2018, EFFECTIVE FEBRUARY 22, 2018.**

The motion was adopted with two abstentions.

.8 Kiuna Institutional Policy on the Evaluation of Student Achievement (IPESA)

Diane Gauvin stated that this policy is an academic policy related to the assessment of student achievement. Senate, through its ISEP Committee has recommended changes.

It was moved by Alex McComber, seconded by Anna Gagliardi, **THAT THE REVISIONS TO THE KIUNA INSTITUTIONAL POLICY ON THE EVALUATION OF STUDENT ACHIEVEMENT (IPESA) BE ADOPTED BY THE BOARD OF GOVERNORS.**

The motion was adopted unanimously.

.9 Academic Calendar Winter 2018 Revision

Diane Gauvin stated that due to the closure of the College on January 23, 2018, the Academic Calendar for Winter 2018 must be revised. This revision was endorsed by Senate.

It was moved by Azra Khan, seconded by Fiona Hanley, **THAT THE TEACHING AND EVALUATION DATES PRESENTED IN THE REVISED WINTER 2018 ACADEMIC CALENDAR BE APPROVED.**

The motion was adopted unanimously.

.10 Academic Calendar Winter 2018 Revision Kiuna

Diane Gauvin stated that due to the closure of the College on January 23, 2018, the Academic Calendar for Winter 2018 must be revised. This revision was endorsed by Senate.

It was moved by Fiona Hanley, seconded by Azra Khan, **THAT THE TEACHING AND EVALUATION DATES PRESENTED IN THE REVISED WINTER 2018 ACADEMIC CALENDAR FOR KIUNA BE APPROVED.**

The motion was adopted unanimously.

.11 Academic Calendar 2018-2019

Diane Gauvin presented the proposed Academic Calendar for 2018-19. This includes the Conted calendar as well.

It was moved by Jean Nagy, seconded by Anna Gagliardi, **THAT THE TEACHING AND EVALUATION DATES PRESENTED IN THE 2018-2019 ACADEMIC CALENDAR BE APPROVED.**

The motion was adopted with one abstention. Igor Gorelyshev asked that his name be recorded.

.12 Academic Calendar 2018-2019 Kiuna (First Nations Post Secondary Institution)

Diane Gauvin presented the proposed Academic Calendar for 2018-19 for Kiuna. The calendar includes one study week in the fall.

It was moved by Jean Nagy, seconded by Alex McComber **THAT THE TEACHING AND EVALUATION DATES PRESENTED IN THE KIUNA (FIRST NATIONS POST-SECONDARY INSTITUTION) ACADEMIC CALENDAR BE APPROVED FOR THE 2018-2019 ACADEMIC YEAR.**

The motion was adopted unanimously.

.13 Preliminary Enrolment Projections Fall 2018

Diane Gauvin reported that the projected enrolment for Fall 2018 is 8200 students.

It was moved by Anna Gagliardi, seconded by Azra Khan, **THAT THE BOARD OF GOVERNORS APPROVES THE FINAL ENROLMENT PROJECTION OF 8200 FOR FALL 2018, AS PRESENTED AT THE MEETING OF FEBRUARY 22, 2018.**

The motion was adopted unanimously.

.14 Appointment of College External Auditors for 2017-18

Glenys Ronnie, Director of Finance stated that each year the Audit Committee must recommend external auditors to the Board of Governors. The Audit committee after consultation with the Director General and the Director of Finance, is recommending that the contract with Raymond Chabot Grant Thornton be renewed for the year 2017-18.

It was moved by Jean Nagy, seconded by Alex McComber, **THAT RAYMOND CHABOT GRANT THORNTON BE APPOINTED AS THE DAWSON COLLEGE EXTERNAL AUDITORS FOR THE YEAR 2017-18 AT A FEE OF \$39,500 BEFORE TAXES.**

The motion was adopted unanimously.

.15 Amendments to Bylaw Number 8

The Bylaw concerning the promotion of Academic Success is being revised with updates to regulations and clarifications.

It was moved by Anna Gagliardi, seconded by Fiona Hanley, **THAT BYLAW 8 BE AMENDED AS DEFINED IN SUPPORTING TABLE, BYLAW 8 – PROPOSED REVISIONS, EFFECTIVE FOR FALL 2018.**

The motion was adopted unanimously.

.16 Replacement of Two Water Chillers

Wai Bong Shum, Director of Plant & Facilities presented this item. Mr. Shum stated that in December 2016, the College was granted an amount of \$1.2M funds which would be used in upgrading various energy saving projects. On December 20, a public call for tenders was posted for the pre-order of water chillers. This is phase 1 for the replacement of two chillers. Four companies picked up the tendering documents and three submitted bids of which only one conformed. When only one contractor submits a compliant tender, authorization is required before entering into said contract.

1) It was moved by Diane Gauvin, seconded by Anna Gagliardi, **THAT THE BOARD OF GOVERNORS AUTHORIZES THE COLLEGE TO ENTER INTO A CONTRACT ENTAILING AN EXPENDITURE WHERE ONLY ONE (1) CONTRACTOR SUBMITTED A COMPLIANT TENDER.**

The motion was adopted unanimously.

2) It was moved by Azra Khan, seconded by Diane Gauvin, **THAT THE BOARD OF GOVERNORS AUTHORIZES THE COLLEGE TO AWARD A CONTRACT FOR THE PRE-ORDER OF WATER CHILLERS TO “ENVIROAIR INDUSTRIES” IN THE AMOUNT OF \$455,000 EXCLUDING TAXES.**

The motion was adopted unanimously.

3) It was moved by Diane Gauvin, seconded by Alex McComber, **THAT THE BOARD OF GOVERNORS DELEGATE UNDER CLAUSE 9.01 OF BYLAW 10, THE POWER TO AUTHORIZE THE AWARDING OF THE CONTRACT FOR THE PURCHASE AND INSTALLATION OF THE TWO WATER CHILLERS, UP TO AN AMOUNT OF \$950,000 BEFORE TAX, TO THE DIRECTOR GENERAL.**

The motion was adopted unanimously.

.17 Space Deficit Update and Delegation of Authority

Richard Filion and François Paradis gave an update. The Chair of the Board and the Director General are members of a team involved in this process. A sub-offer for a property is in motion, although not yet signed. The next step is to build a dossier with the Ministry. There is a 2 year due diligence period for the Conseil des Ministres' approval. If successful, this investment would be part of the 2019-2029 Plan Québécois des Infrastructures.

1) It was moved by Anna Gagliardi, seconded by Jean Nagy, **THAT THE BOARD OF GOVERNORS AUTHORIZES THE CHAIR OF THE BOARD AND THE DIRECTOR GENERAL TO PROCEED WITH THE FORTHCOMING STEPS RELATED TO THE SPACE DEFICIT DOSSIER.**

The motion was adopted with one abstention.

- 2) It was moved by Anna Gagliardi, seconded by Diane Gauvin, **THAT A REPORT ON THE SPACE DEFICIT DOSSIER BE SUBMITTED TO THE BOARD OF GOVERNORS NO LATER THAN THE SEPTEMBER 2018 BOARD MEETING.**

The motion was adopted unanimously.

.18 Skytech Expenses 2017-18

François Paradis stated that we have on-going maintenance and support agreements with Skytech related to our Portal (Omnivox). The combined cost for the contracts for 2017-18 is \$400,703 which represents an increase of \$25,960 over last year. These contracts are indexed with the Consumer Price Index.

It was moved by Jean Nagy, seconded by Igor Gorelyshev, **THAT PAYMENT OF SKYTECH EXPENSES OF \$400,703 (BEFORE TAX) BE APPROVED.**

The motion was adopted unanimously.

.19 New Medical Ultrasound Technology Program (142.G0)

Diane Gauvin explained that this new program is in partnership with four other colleges and is asking for the Ministry's approval. The complete dossier will be sent to the Ministry.

It was moved by Anna Gagliardi, seconded by Alex McComber, **THAT THE BOARD OF GOVERNORS SUPPORTS THE COLLEGE'S REQUEST TO OBTAIN THE PROGRAM *TECHNOLOGIE DE L'ECHOGRAPHIE MEDICALE (142.G0)* FOR THE FALL 2019 SEMESTER.**

The motion was adopted with two abstentions.

.20 Replacement of Gym Bleachers

Wai Bong Shum presented this item. He stated that the Ministry has launched an application process for a \$100 mln fund to finance the construction, renovation or upgrade of sports and recreational facilities. Our first project proposal is for the replacement of the existing bleachers in gyms 1H.2, 1H.4 and 1H.6. The estimated cost is \$114,770. The Ministry requires Board authorization to apply for the funding.

- 1) It was moved by Igor Gorelyshev, seconded by Azra Khan, **QUE LE COLLÈGE DAWSON AUTORISE LA PRÉSENTATION DU PROJET DE REMPLACEMENT DES GRADINS DES GYMNASES AU MINISTÈRE DE L'ÉDUCATION ET DE L'ENSEIGNEMENT SUPÉRIEUR DANS LE CADRE DU PROGRAMME DE SOUTIEN AUX INSTALLATIONS SPORTIVES ET RÉCRÉATIVES – PHASE IV;**

The motion was adopted unanimously.

- 2) It was moved by Fiona Hanley, seconded by Azra Khan, **QUE SOIT CONFIRMÉ L'ENGAGEMENT DU COLLÈGE DAWSON À PAYER SA PART DES COÛTS ADMISSIBLES AU PROJET ET A PAYER LES COÛTS D'EXPLOITATION CONTINUE DE CE DERNIER;**

The motion was adopted unanimously.

- 3) It was moved by Azra Khan, seconded by Diane Gauvin, **QUE LE COLLÈGE DAWSON DÉSIGNE M. RICHARD FILION, DIRECTEUR GÉNÉRAL, COMME PERSONNE AUTORISÉE À AGIR EN SON NOM ET À SIGNER EN SON NOM TOUS LES DOCUMENTS RELATIFS AU PROJET MENTIONNÉ CI-DESSUS.**

The motion was adopted unanimously.

.21 Renovation of locker rooms and connected sports facilities

Wai Bong Shum presented this item. This item is in the same context as the previous one and is our second project proposal for the revitalization of auxiliary services in the Physical Education, Athletics and Recreation Center. The estimated cost is \$4,742,552. The question of gender neutral bathrooms was raised and discussed as a possibility.

- 1) It was moved by Igor Gorelyshev, seconded by Jean Nagy, **QUE LE COLLÈGE DAWSON AUTORISE LA PRÉSENTATION DU PROJET DE RÉNOVATION DES VESTIAIRES ET AUTRES ESPACES CONNEXES DU CENTRE SPORTIF AU MINISTÈRE DE L'ÉDUCATION ET DE L'ENSEIGNEMENT SUPÉRIEUR DANS LE CADRE DU PROGRAMME DE SOUTIEN AUX INSTALLATIONS SPORTIVES ET RÉCRÉATIVES – PHASE IV.**

The motion was adopted unanimously.

- 2) It was moved by Igor Gorelyshev, seconded by Jean Nagy, **QUE SOIT CONFIRMÉ L'ENGAGEMENT DU COLLÈGE DAWSON À PAYER SA PART DES COÛTS ADMISSIBLES AU PROJET ET À PAYER LES COÛTS D'EXPLOITATION CONTINUE DE CE DERNIER.**

The motion was adopted unanimously.

- 3) It was moved by Diane Gauvin, seconded by Igor Gorelyshev, **QUE LE COLLÈGE DAWSON DÉSIGNE M. RICHARD FILION, DIRECTEUR GÉNÉRAL, COMME PERSONNE AUTORISÉE À AGIR EN SON NOM ET À SIGNER EN SON NOM TOUS LES DOCUMENTS RELATIFS AU PROJET MENTIONNÉ CI-DESSUS.**

The motion was adopted unanimously.

491.7 VARIA

491.8 DATE OF NEXT MEETING

The next regular meeting of the Board of Governors is scheduled for April 11, 2018.

491.9 ADJOURNMENT

The meeting adjourned at 9:15 p.m.

Signatures:

Sylvain Richard
Chair

François Paradis,
Director, Corporate Affairs