

MINUTES OF THE 499th MEETING OF THE BOARD OF GOVERNORS OF DAWSON COLLEGE HELD ON WEDNESDAY JUNE 5, 2019 AT 6:00 P.M. IN THE BOARDROOM 5B.13, 3040 SHERBROOKE STREET WEST, MONTREAL, QUEBEC

PRESENT: Samantha Ashby Igor Gorelyshev Jean Nagy
Diane Gauvin Aya Chkirate Ralph Rimokh
Richard Filion Steve Hatajlo Frank Runcie
Anna Gagliardi Maurice Hughes Jamie Singerman
Ioana Geles Alex McComber Anna Villalta
Michael Goldwax, Chair

REGRETS: Anila Asghar
Sonya Branco
Azra Khan

College Officers: Monique Magnan Glenys Ronnie
François Paradis Wai Bong Shum

Chair of Senate: Jonathon Sumner

Also Present: Chris Adam Carmela Gumelli Anca Oprisi
Leanne Bennett Max Jones Christina Parsons
Ursula Cabral Johanne Messier Daniel Tesolin
Isabelle Carrier Kelly Ann Morel Wilson Wong
Andréa Cole Michael Nafi

Recording Secretary to the Board: Janet Pakulis

Agenda

- 499.1 ADOPTION OF THE AGENDA OF THE 499th MEETING**
- 499.2 ADOPTION OF THE MINUTES OF THE 498th MEETING**
- 499.3 CORRESPONDENCE & PRESENTATIONS**
- 499.4 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**
- 499.5 BUSINESS ARISING FROM THE MINUTES**
- 499.6 NEW BUSINESS**
 - 1. Revision to Institutional Student Evaluation Policy (ISEP)**
 - 2. Revision to Institutional Policy on the Evaluation of Programs (IPEP)**
 - 3. Research Ethics Board (REB) Election of New Chairperson**
 - 4. Revision to 2019-20 Academic Calendar**
 - 5. Operating Budget 2019-20 (Article 12)**
 - 6. Board Elections**
 - 7. Proposed Calendar of Meetings for the Board of Governors and the Executive Committee**
 - 8. Delegation of Director General's Authority During Summer 2019**
 - 9. Spending Estimates for Utilities Expenses 2019-20**
 - 10. Security Contract**
 - 11. Renewal of Contract – Clara Pédagogie**

12. **Membership ESPA (Environnements avec simulateurs patients pour l'apprentissage)**
13. **Objectives of the Academic Dean 2019-20 (Article 12)**
14. **Objectives of the Director General 2019-20 (Article 12)**
15. **Renewal of Mandate of the Academic Dean (Article 12) In Camera**
16. **Evaluation of the Director General (Article 12) – In Camera**

499.7 VARIA

499.8 DATE OF NEXT MEETING

499.9 ADJOURNMENT

499.1 ADOPTION OF THE AGENDA OF THE 499th MEETING

It was agreed to address items 499.6.1, 499.6.2 and 499.6.3 following the adoption of Minutes. It was also agreed to address the following items in the following order after item 499.6.12: 499.6.15 Renewal of Mandate of the Academic Dean; 499.6.5 Operating Budgets 2019-20; 499.6.13 Objectives of the Academic Dean 2019-20; 499.6.14 Objectives of the Director General 2019-20; 499.6.16 Evaluation of the Director General.

Prior to the adoption of the agenda a Board member raised a point of order to have items 499.6.15 and 499.6.16 stricken from the agenda. The Board Chair denied the request. In turn, Igor Gorelyshev, seconded by Frank Runcie appealed the Chair's decision.

The Chair's decision was maintained with twelve in favour, three against and one abstention.

It was moved by Anna Gagliardi, seconded by Steve Hatajlo, **THAT THE AGENDA OF THE 498th MEETING BE ADOPTED AS AMENDED.**

The motion was adopted unanimously.

499.2 ADOPTION OF THE MINUTES OF THE 498th MEETING

It was moved by Igor Gorelyshev, seconded by Jean Nagy, **THAT THE MINUTES OF THE 498th MEETING BE ADOPTED WITH AMENDMENTS.**

The motion was adopted by those eligible to vote.

499.3 CORRESPONDENCE & PRESENTATIONS

499.4 REPORTS

.1 Report of the Executive Committee

The Chair of the Executive Committee, Richard Filion reported that the Committee met on May 22, 2019 and the following were adopted:

The Objectives of the Director General and the Academic Dean were presented and recommended to the Board.

The Executive Committee authorized the College to make an amendment to the Ciudadas Verdes Contract from \$145,360 to \$161,351 which represents an increase of just over 11% of the initial contract.

The Executive Committee delegated to the Director General the authority to award a contract for the purchase of 39 IMACS and 9 laptops with an estimated value of \$118,601.

.2 Report of the Chair of the Board

The Chair, Michael Goldwax reminded members that the Dawson Golf tournament will be held on June 12th and Convocation on June 18th.

.3 Report of the Director General

Mr. Fillion reported that Dawson hosted the Système Alimentaires Montréalais Conference (SAM) at the end of May and it was well attended. He also spoke about Dawson's financial support in the AI initiative that was announced at the beginning of June.

.4 Report of the Academic Dean

The Academic Dean stated that she was re-appointed vice-president of CAP (Commission des affaires pédagogiques).

.5 Report of the Chair of Senate

The Chair of Senate, Jonathon Sumner had the following to report from their meeting of May 28, 2019. Revision of the Institutional Student Evaluation Policy (ISEP); Revision to the Institutional Policy on the Evaluation of programs (IPEP); Revision of the 2019-20 Academic Calendar.

499.5 BUSINESS ARISING FROM THE MINUTES

There was nothing to report.

499.6 NEW BUSINESS

In these minutes Article 12 resolutions are open only to external members, executive officers and students.

.1 Revision to Institutional Student Evaluation Policy (ISEP)

Diane Gauvin introduced Leanne Bennett who elaborated on the revisions to ISEP. Ms. Bennett stated that the revisions were recommended by the Commission d'évaluation de l'enseignement collégial (CEEC) and endorsed by Senate. Revisions were made to procedures on Academic Grievances, Grade Revisions and the Honours Policy.

It was moved by Anna Villalta, seconded by Steve Hatajlo, **THAT THE REVISIONS TO THE INSTITUTIONAL STUDENT EVALUATION POLICY (ISEP) BE ADOPTED BY THE BOARD OF GOVERNORS AND BE EFFECTIVE FOR THE FALL 2019 SEMESTER.**

The motion was adopted unanimously.

.2 Revision to Institutional Policy on the Evaluation of Programs (IPEP)

Diane Gauvin stated that in response to the CEEC's recommendation and suggestions revisions were made to the Policy. The revisions were also recommended by Senate.

It was moved by Jean Nagy, seconded by Anna Villalta, **THAT THE REVISIONS TO THE INSTITUTIONAL POLICY ON THE EVALUATIONS OF PROGRAMS (IPEP) BE ADOPTED BY THE BOARD OF GOVERNORS AND BE EFFECTIVE IMMEDIATELY.**

The motion was adopted unanimously.

.3 Research Ethics Board (REB) Election of New Chairperson

Diane Gauvin stated that Chair, Vasiliki Rahimzadeh resigned from her position and will end her term on May 23, 2019. An official search and call for nominations was opened.

It was moved by Jamie Singerman, seconded by Anna Gagliardi, **THAT THE BOARD OF GOVERNORS CONFIRM THE APPOINTMENT OF DR. MICHAEL NAFI AS THE NEW CHAIRPERSON OF THE DAWSON COLLEGE RESEARCH ETHICS BOARD EFFECTIVE IMMEDIATELY.**

The motion was adopted unanimously.

It was moved by Richard Filion, seconded by Diane Gauvin, **to thank Vasiliki Rahimzadeh for her outstanding contribution as Chair to the Research Ethics Board.**

The motion was adopted unanimously.

.4 Revision to 2019-20 Academic Calendar

Diane Gauvin stated that September 27, 2019 is the "Earth Day Strike". As such, classes will be cancelled so that students, faculty and staff have the opportunity to participate. As a result, the Academic Calendar must be modified to reflect the day of cancelled classes. The modification to the calendar was also recommended by Senate.

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

The motion was adopted unanimously.

.5 Operating Budget 2019-20 (Article 12)

Glenys Ronnie reviewed the Budget and Staffing documents.

1) It was moved by Jamie Singerman, seconded by Steve Hatajlo, **THAT THE OPERATING BUDGET WITH REVENUES OF \$95,752,000 AND EXPENSES OF \$96,881,000 FOR A 2019-20 BUDGETED DEFICIT OF \$1,129,000 AND ASSOCIATED STAFFING PLANS BE ADOPTED.**

The motion was adopted unanimously.

- 2) It was moved by Anna Gagliardi, seconded by Steve Hatajlo, **THAT \$432,000 OF THE PROPOSED 2019-20 OPERATING DEFICIT BE FUNDED BY THE ACCUMULATED SURPLUS APPROPRIATED FOR THE IMPLEMENTATION OF THE 2016-21 STRATEGIC PLAN.**

The motion was adopted unanimously.

- 3) It was moved by Steve Hatajlo, seconded by Ralph Rimokh, **THAT \$375,000 OF THE PROPOSED 2019-20 OPERATING DEFICIT BE FUNDED BY THE ACCUMULATED SURPLUS APPROPRIATED FOR PHASE II OF THE ARCTIFICIAL INTELLIGENCE PROJECT 2019-22.**

The motion was adopted unanimously.

.6 Board Elections

Richard Filion stated that every year it is the responsibility of the Board of Governors to conduct elections for the positions of Chair, Vice-Chair, the Executive Committee, the Audit Committee.

Chair:

Anna Gagliardi nominated Michael Goldwax, Steve Hatajlo seconded. Mr. Goldwax accepted the nomination.

There being no further nominations, **Michael Goldwax was declared Chair of the Board of Governors by acclamation.**

Vice-Chair:

Michael Goldwax nominated Anna Villalta, Anna Gagliardi seconded. Anny Villalta accepted the nomination.

There being no further nominations, **Anna Villalta was declared Vice-Chair of the Board of Governors by acclamation.**

Executive Committee:

External Members (2):

Steve Hatajlo put forward his nomination, Jamie Singerman seconded. Jamie Singerman put forward his nomination, Diane Gauvin seconded.

There being no further nominations, **Steve Hatajlo and Jamie Singerman were declared External Members of the Executive Committee.**

Internal Members (1 Position):

Frank Runcie nominated Igor Gorelyshev, seconded by Alex McComber.

Richard Filion nominated Aya Chkirate, seconded by Steve Hatajlo.

There being no further nominations, a ballot vote was held. Scrutineers were Janet Pakulis and François Paradis. Ballots were counted. Aya Chkirate had 11 votes and Igor Gorelyshev had 5. **Aya Chkirate was declared Internal Member of the Executive Committee**

Audit Committee

Michael Goldwax put forward his nomination, Steve Hatajlo seconded. Steve Hatajlo put forward his nomination, Michael Goldwax seconded. Diane Gauvin nominated Sonya Branco, Michael Goldwax seconded. Sonya was not at the meeting, she will be contacted.

Ombuds Advisory Committee

The existing Committee will remain in place.

Anna Gagliardi
Steve Hatajlo
Alex McComber
Michael Goldwax

7. Proposed Calendar of Meetings for the Board of Governors and the Executive Committee 2019-20

Richard Fillion presented the proposed calendar of meetings for 2019-20.

It was moved by Jean Nagy, seconded by Jamie Singerman, **THAT THE PROPOSED CALENDAR OF MEETINGS 2019-20 BE ADOPTED.**

The motion was adopted unanimously.

.8 Delegation of Director General's Authority During Summer 2019

Richard Fillion stated that he will be on vacation from July 2 to August 9, 2019 inclusively. The Academic Dean assumes the authority of the Director General in his absence, but the Academic Dean will also be on vacation during part of this period.

It was moved by Steve Hatajlo, seconded by Alex McComber, **THAT IN THE ABSENCE OF BOTH THE DIRECTOR GENERAL AND THE ACADEMIC DEAN AT THE SAME TIME, THE AUTHORITY OF THE DIRECTOR GENERAL BE DELEGATED TO GLENYS RONNIE, DIRECTOR OF FINANCE FROM JULY 2 TO JULY 14 INCLUSIVELY AND THEN TO FRANÇOIS PARADIS, DIRECTOR OF IST AND CORPORATE AFFAIRS FROM JULY 15 TO 28 INCLUSIVELY.**

The motion was adopted unanimously.

.9 Spending Estimates for Utilities Expenses 2019-20

Wai Bong Shum, Director of Plant & Facilities stated that some of the College's major expenses are not covered by a fixed term contract. This is true of the expenses for utilities such as electricity, natural gas and postage where only one supplier exists.

It was moved by Anna Gagliardi, seconded by Steve Hatajlo, **THAT THE BOARD EXEMPTS THE COLLEGE FROM TENDERING RULES UNDER CLAUSE 6.05.02 OF BYLAW NUMBER 10 AND APPROVES EXPENSES, EXCLUDING TAXES, IN 2019-20 OF APPROXIMATELY \$907,866 FOR WESTMOUNT HYDRO, \$116,170 FOR ENERGIR AND \$144,054 FOR DIGITAL POSTAGE ON CALL.**

The motion was adopted unanimously.

.10 Security Contract

Wai Bong Shum stated that the present security contract with Les Commissionnaires ends on June 30, 2019. A public call for tenders was posted. Eight companies picked up the documents and two submitted proposals. The contract was awarded to the lowest conforming bidder. Neptune Security Services Inc. Questions were asked about the new company. Richard Filion stated that our expectations of this new company are detailed and will be monitored as time goes on.

It was moved by Jean Nagy, seconded by Alex McComber, **THAT A CONTRACT FOR SECURITY SERVICES BE AWARDED TO NEPTUNE SECURITY SERVICES INC., STARTING FROM JULY 1, 2019 FOR A DURATION OF THREE YEARS PLUS TWO OPTIONAL YEARS, AT AN APPROXIMATE AMOUNT OF \$2,836,238 EXCLUDING TAXES.**

The motion was adopted with thirteen in favour and two abstentions.

.11 Renewal of Contract – Clara Pédagogie

François Paradis stated that since 2016, The *Fédération des Cégeps* has been investigating the situation in the network for the *Progiciel de Gestion Intégré*, i.e.; the mission-critical systems for student information, human resources, finance and purchasing. In Spring 2018, an *Avis d'Intérêt* was published by Collecto to gauge the market. Around the same time a tool was produced to help Colleges estimate the cost associated with the transition of their systems. The results have shown an interest and ability of the market to respond. The next step, planned in the Fall 2019, is to collect mandates for a public call for tenders.

In this context, the College decided to review its contract for the Student Information System (*Clara Pédagogie*), which terminates on June 30 2020. With the help of the Dean of Academic Systems, The *Fédération's* estimation tool was completed. The conclusion supports our claim that the cost of a migration of systems would be prohibitive. Because the tool provides stronger support than the documentation for the current contract, and rather than repeating the exercise next Winter, we are recommending advancing the contract renewal to this year.

- 1) It was moved by Jamie Singerman, seconded by Anna Villalta, **THAT THE BOARD OF GOVERNORS APPROVES A CONTRACT BY MUTUAL AGREEMENT FOR CLARA PÉDAGOGIE WITH SKYTECH COMMUNICATONS, UNDER ARTICLE 13.2 OF THE ACT RESPECTING CONTRACTING BY PUBLIC BODIES.**

The motion was adopted unanimously.

- 2) It was moved by Jean Nagy, seconded by Ioana Geles, **THAT THE BOARD OF GOVERNORS APPROVES A FIVE-YEAR CONTRACT FOR CLARA PÉDAGOGIE WITH SKYTECH COMMUNICATIONS, STARTING JULY 1, 2019, TERMINATING JUNE 30, 2024, TO A VALUE OF \$760,000 BEFORE TAX.**

The motion was adopted unanimously.

.12 Membership ESPA-Montréal (Environnements avec simulateurs patients pour l'apprentissage)

Diane Gauvin stated that ESPA is a regional hub of expertise and innovation in the implementation of environments for scenario-based learning and patient simulators for nursing students. She stated by becoming a member the students will be in a modern learning environment, broaden their experiences and risk will be reduced.

It was moved by Anna Villalta, seconded by Anna Gagliardi, **THAT THE BOARD COMMITS TO BECOME A MEMBER OF ESPA-MONTREAL UNTIL 2028; THAT THE COLLEGE AGREES TO PAY AT THE TIME OF ITS BECOMING A MEMBER, AN AMOUNT OF \$59,000 FOR THE FINANCING OF EQUIPMENT; AND THAT THE COLLEGE COMMITS TO PAY ANNUAL CONTRIBUTIONS ESTIMATED AT A COST OF \$28,750 FOR 54 GROUPS, WITH THE POSSIBILITY OF AN ANNUAL INDEXATION.**

The motion was adopted unanimously.

.13 Objectives of the Academic Dean 2019-20 (Article 12)

Diane Gauvin stated her objectives with the focus being on the acquisition of the new facilities, pedagogical development and the administration of Conted.

It was moved by Anna Villalta, seconded by Ioana Geles, **THAT THE OBJECTIVES OF THE ACADEMIC DEAN FOR 2019-20 BE ADOPTED, CONDITIONAL ON THE RENEWAL OF THE MANDATE BEING APPROVED.**

The motion was adopted unanimously.

.14 Objectives of the Director General 2019-20 (Article 12)

Richard Fillion stated that his objectives with the focus being on the new facilities dossier and implementation of the AI project

It was moved by Anna Gagliardi, seconded by Jamie Singerman, **THAT THE OBJECTIVES OF THE DIRECTOR GENERAL FOR 2019-20 BE ADOPTED.**

The motion was adopted unanimously.

.15 Renewal of Mandate of the Academic Dean (Article 12)

Richard Fillion stated that virtue of Bylaw 3 a Renewal Committee was struck to oversee the renewal of mandate. In doing so, the Board of Governors also adopted a Statement of Challenges and Issues to be addressed in the next mandate. The consultative process began with Senate being involved in the process.

1) It was moved by Steve Hatajlo, seconded by Jamie Singerman, **THAT THE MANDATE OF THE CURRENT ACADEMIC DEAN, MS. DIANE GAUVIN, BE RENEWED.**

The motion was adopted with twelve in favour, two against and two abstentions.

Following the adoption of the motion A. Board member asked for clarification on the interpretation of Article 12. The Chair read the definition of the Article and stated that it will apply to all Article 12 agenda items. Igor Gorelyshev appealed the Chair's decision to continue applying Article 12, Frank Runcie seconded. The Chair stated he maintains his decision and took it to a vote.

The interpretation of Article 12 stays, with eleven in favour, two against and three abstentions.

- 2) It was moved by Jamie Singerman, seconded by Steve Hatajlo, **THAT THE LENGTH OF THE MANDATE BE OF 5 YEARS, STARTING NOVEMBER 14, 2019.**

The motion was adopted unanimously.

.16. Evaluation of the Director General (Article 12) In Camera

Richard Filion provided the Chair and Vice-chair with his evaluation prior to the meeting.

It was moved by Anna Villalta, seconded by Jamie Singerman **THAT THE EVALUATION OF THE DIRECTOR GENERAL FOR 2018-19 BE ACCEPTED.**

The motion was adopted unanimously.

499.7 VARIA

The Chair reminded the members of the following events that will soon take place.

- .1 Golf tournament June 12
- .2 Convocation June 18

499.8 DATE OF NEXT MEETING

The next regular meeting of the Board of Governors is scheduled for September 24, 2019.

499.9 ADJOURNMENT

The meeting adjourned at 10:15 p.m.

Signatures:

Michael Goldwax
Chair

François Paradis,
Director, Corporate Affairs

