

MINUTES OF THE 505th MEETING OF THE BOARD OF GOVERNORS OF DAWSON COLLEGE HELD ON MONDAY JUNE 8 AT 5:00 P.M. BY VIDEOCONFERENCE, 3040 SHERBROOKE STREET WEST, MONTREAL, QUEBEC

PRESENT: Francesca Cuffaro Michael Goldwax, Chair Alex McComber
Richard Filion Igor Gorelyshev Frank Runcie
Anna Gagliardi Steve Hatajlo Jamie Singerman
Diane Gauvin Maurice Hughes Anna Villalta
Ioana Geles Azra Khan David Wolfson

REGRETS: Sonya Branco
Victoria Trim

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

Chair of Senate: Jonathon Sumner

Also Present: Chris Adam Claire Elliott Catherine LeBel
Leanne Bennett Carmela Gumelli Johanne Messier
Isabelle Carrier Max Jones Christina Parsons
Andréa Cole Wolfgang Krotter

Recording Secretary to the Board: Janet Pakulis

Agenda

- 505.1 ADOPTION OF THE AGENDA OF THE 505th MEETING**
- 505.2 ADOPTION OF THE MINUTES OF THE 502nd, 503rd and 504th MEETINGS**
- 505.3 CORRESPONDENCE & PRESENTATIONS**
- 505.4 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**
- 505.5 BUSINESS ARISING FROM THE MINUTES**
- 505.6 NEW BUSINESS**
 - .1 Sustainability Annual Report 2018-19**
 - .2 Operating Budget 2020-21 (Article 12)**
 - .3 Winter 2020 Graduates (Diagnostic Imaging Technology 142.A0, Biomedical Laboratory Technology 140.C0 and Radiation Oncology Technology 142.C0): Diploma of College Studies**
 - .4 Enrolment Projections Fall 2020**
 - .5 Board Elections**
 - .6 Proposed Calendar of Meetings for the Board of Governors and the Executive Committee**
 - .7 Delegation of Director General's Authority during Summer 2020**
 - .8 Spending Estimates for Utilities Expenses 2020-21**
 - .9 Skytech/Omnivox Contract**

- .10 Objectives of the Academic Dean 2020-21 (Article 12)
- .11 Objectives of the Director General 2020-21 (Article 12)

505.7 VARIA

505.8 DATE OF NEXT MEETING

505.9 ADJOURNMENT

505.1 ADOPTION OF THE AGENDA OF THE 505th MEETING

It was agreed to address item 505.6.1 following the adoption of the minutes..

It was moved by Richard Filion, seconded by Steve Hatajlo, **THAT THE AGENDA OF THE 505th MEETING BE ADOPTED AS AMENDED.**

The motion was adopted unanimously.

505.2 ADOPTION OF THE MINUTES OF THE 502nd MEETING

It was moved by Richard Filion, seconded by Anna Villalta, **THAT THE MINUTES OF THE 502nd MEETING BE ADOPTED WITH CORRECTIONS.**

The motion was adopted by those eligible to vote.

ADOPTION OF THE MINUTES OF THE 503rd MEETING

It was moved by Francesca Cuffaro, seconded by Steve Hatajlo, **THAT THE MINUTES OF THE 503rd MEETING BE ADOPTED.**

The motion was adopted by those eligible to vote.

ADOPTION OF THE MINUTES OF THE 504th MEETING

It was moved by Steve Hatajlo, seconded by Diane Gauvin, **THAT THE MINUTES OF THE 504th MEETING BE ADOPTED.**

The motion was adopted by those eligible to vote.

505.3 CORRESPONDENCE & PRESENTATIONS

505.4 REPORTS

.1 Report of the Executive Committee

The Chair of the Executive Committee, Richard Filion had nothing to report as no meetings had taken place since March 13, 2020 which was the beginning of the shutdown due to the Pandemic.

.2 Report of the Chair of the Board

The Chair, Michael Goldwax stated that due to the hectic times during this shutdown, the Evaluations of both the Director General and Academic Dean would take place at a later meeting.

The Chair reported that the DG search was not launched in April but would be addressed at a Special meeting of the Board to be held on August 31. At that meeting the Timeline, Statement of Challenges and Issues, Criteria and Selection Committee would be presented.

.3 Report of the Director General

Mr. Filion reported that during this pandemic, colleges have been left in the dark as to instructions and directives from the Ministry. He stated our administration is working relentlessly on a plan with the various college departments, that discussions are on-going and a plan will be communicated to the Community by end of June.

He also stated that Bill 61 on the Relance de l'économie has given Dawson a shorter delay in the realization of our expansion project since this is the only one being realized. This is good news and should know more in a few weeks.

.4 Report of the Academic Dean

Diane Gauvin, Academic Dean reported that Winter intensives are coming to an end and should be done by end of June. The resilience of our employees during the time has been remarkable. The Faculty Hub is providing excellent support to faculty.

She also stated that preparation is underway for Summer school which begins June 15. The demand is high and we are not accepting commandite students.

The Academic Dean stated that the Fall semester will be on line, although the Ministry wanted 30% of students to attend in person. This is not possible for Dawson but we are looking into possibilities.

The Academic Calendar has been revised and there will be a four day break at Thanksgiving.

She also stated that regarding our eventual new space, Health & Social Services are working on their needs with regards to Innovative spaces. Mr. Filion then stated that given the overall \$173mln Plan d'investissement, we as a College must ensure that our plans will respect the dollar amount allotted to us.

.5 Report of the Chair of Senate

The Chair of Senate, Jonathon Sumner stated that the Academic Dean's report covered what Senate had discussed.

505.5 BUSINESS ARISING FROM THE MINUTES

There was nothing to report.

505.6 NEW BUSINESS

.1 Sustainability Annual Report – 2018-19

Chris Adam, Coordinator of the Sustainability Office presented the report. He explained the role and mission of the Sustainability office. The engagement of many throughout the college led to the sustainable accomplishments which were based on their established goals. He thanked the Board for their support and was proud on behalf of the College to present their achievements.

Mr. Fillion thanked Chris Adam for his dedicated participation in all related activities.

It was moved by Anna Villalta, seconded by Francesca Cuffaro, **THAT THE BOARD OF GOVERNORS RECEIVES THE DAWSON COLLEGE SUSTAINABILITY REPORT 2018-19.**

The motion was adopted unanimously.

.2 Provisional Operating Budget 2020-21 (Article 12)

Glenys Ronnie, Director of Finance presented this item. She stated that Dawson has an estimated increase in base funding of \$577,000 for 2020-21.

She stated that due to the pandemic, Continuing Education saw a decrease in enrolment and that offerings in this sector are mainly on-line. The enrolment trends will result in a decrease in the budgeted contribution of ContEd of \$375,000.

Despite the projected increase in Ministry funding, the College faces uncertain times for the 2020-21 academic year due to the on-line format, which may lead to students choosing not to attend or seek a lower course load. Student enrolment is key in determining general financing. Decrease in enrolment can result in an impact on the operating budget. The College has proceeded carefully in the preparation of the operating budget proposal given these circumstances.

Ms. Ronnie gave an overview of the budget and staffing documents.

- 1) It was moved by Anna Villalta, seconded by Jamie Singerman, **THAT THE PROVISIONAL OPERATING BUDGET WITH REVENUES OF \$96,332,000 AND EXPENSES OF \$97,447,000 FOR A 2020-21 BUDGETED DEFICIT OF \$1,115,000 AND ASSOCIATED STAFFING PLANS BE ADOPTED.**

The motion was adopted unanimously.

- 2) It was moved by Steve Hatajlo, seconded by Anna Villalta, **THAT \$385,000 OF THE PROPOSED 2020-21 OPERATING DEFICIT BE FUNDED BY THE ACCUMULATED SURPLUS APPROPRIATED FOR THE IMPLEMENTATION OF THE 2017-21 STRATEGIC PLAN.**

The motion was adopted unanimously.

- 3) It was moved by Jamie Singerman, seconded by Steve Hatajlo, **THAT \$364,500 OF THE PROPOSED 2020-21 OPERATING DEFICIT BE FUNDED BY THE ACCUMULATED SURPLUS APPROPRIATED FOR PHASE II OF THE ARTIFICIAL INTELLIGENCE PROJECT 2019-22.**

The motion was adopted unanimously.

.3 Winter 2020 Graduates (Diagnostic Imaging Technology 142.A0, Biomedical Laboratory Technology 140.C0 and Radiation Oncology Technology 142.C0) Diploma of College Studies

Diane Gauvin stated that the Ministry awards the Diploma of College studies.

It was moved by Steve Hatajlo, seconded by Anna Villata, **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 26 STUDENTS FROM THE DIAGNOSTIC IMAGING TECHNOLOGY 142.A0, BIOMEDICAL LABORATORY TECHNOLOGY 140.C0 AND RADIATION ONCOLOGY TECHNOLOGY 142.C0 PROGRAMS WHOSE NAMES APPEAR ON THE ATTACHED REQUEST FOR CERTIFICATION**

The motion was adopted unanimously.

.4 Enrolment Projections Fall 2020.

Diane Gauvin stated that enrolment projection for day students for Fall 2020 is projected at 8194, which is on target for now.

It was moved by Anna Villalta, seconded by Steve Hatajlo, **THAT THE BOARD OF GOVERNORS APPROVES THE FINAL ENROLMENT PROJECTIONS FOR FALL 2020.**

The motion was adopted unanimously.

.5 Board Elections

Richard Fillion 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 and the Ombuds Advisory Committee.

Chair:

Anna Villalta nominated Michael Goldwax, Steve Hatajlo seconded. Mr. Goldwax accepts 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, Anny Villalta accepts 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):

Richard Fillion nominated Steve Hatajlo. Steve Hatajlo accepts the nomination. Michael Goldwax nominated Jamie Singerman. Jamie Singerman accepts the nomination.

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

Internal Members (1 Position):

Diane Gauvin nominated Azra Khan. Azra Khan accepts the nomination.

There being no further nominations, **Azra Khan was declared Internal Member of the Executive Committee.**

Audit Committee

Michael Goldwax nominated Victoria Trim. Victoria Trim accepts the nomination. Diane Gauvin nominated Michael Goldwax. Michael Goldwax accepts the nomination. Diane Gauvin nominated Steve Hatajlo. Steve Hatajlo accepts the nomination.

There being no further nominations, **Victoria Trim, Michael Goldwax and Steve Hatajlo were declared members of the Audit Committee.**

Ombuds Advisory Committee (3 members)

Michael Goldwax nominated Steve Hatajlo. Steve Hatajlo accepts the nomination. Michael Goldwax nominated Alex McComber. Alex McComber accepts the nomination. There still remains one vacant position. This will be brought to the next regular meeting in September.

6. Proposed Calendar of Meetings for the Board of Governors and the Executive Committee 2020-21

Richard Filion presented the proposed calendar of meetings for 2020-21.

It was moved by Jamie Singerman, seconded by Steve Hatajlo, **THAT THE PROPOSED CALENDAR OF MEETINGS 2020-21 BE ADOPTED.**

The motion was adopted unanimously.

.7 Delegation of Director General's Authority during Summer 2020

Richard Filion stated that he will be on vacation from July 2 to August 9, 2020 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 Richard Filion, seconded by Anna Villalta, **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 20 TO AUGUST 2, 2020 INCLUSIVELY.**

The motion was adopted unanimously.

.8 Spending Estimates for Utilities Expenses 2020-21

Wai Bong Shum, Director of Facilities Management 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 2020-21 OF APPROXIMATELY \$910,858 FOR WESTMOUNT HYDRO, \$117,570 FOR ENERGIR AND \$146,859 FOR DIGITAL POSTAGE ON CALL.**

The motion was adopted unanimously.

.9 Skytech/Omnivox Contract

François Paradis stated this contract is renewed on an annual basis. The cost is projected to be over \$100,000 and we are seeking a new multi-year contract.

i) It was moved by Francesca Cuffaro, seconded by Igor Gorelyshev, **THAT THE BOARD OF GOVERNORS APPROVES A CONTRACT BY MUTUAL AGREEMENT FOR OMNIVOX WITH SKYTECH COMMUNICATIONS, UNDER ARTICLE 13.4 OF THE ACT RESPECTING CONTRACTING BY PUBLIC BODIES.**

The motion was adopted unanimously.

ii) It was moved by Francesca Cuffaro, seconded by Richard Fillion, **THAT THE BOARD OF GOVERNORS APPROVES A THREE-YEAR CONTRACT AND TWO ONE-YEAR OPTIONS FOR OMNIVOX, STARTING JULY 1ST 2020, TO A VALUE OF \$567,939 BEFORE TAX.**

The motion was adopted unanimously.

Before the Objectives of the Academic Dean and the Director General were presented, Michael Goldwax extended his congratulations to both for their work and dedication during these difficult times.

.10 Objectives of the Academic Dean 2020-21 (Article 12)

Diane Gauvin stated that her objectives will be focused on overseeing the delivery of on-line teaching and learning, the acquisition of new facilities and the welcome and orientation to the new Director General.

It was moved by Anna Villalta, seconded by Jamie Singerman, **THAT THE OBJECTIVES OF THE ACADEMIC DEAN FOR 2020-21 BE ADOPTED.**

The motion was adopted unanimously.

.11 Objectives of the Director General 2020-21 (Article 12)

Richard Fillion stated that his main objectives will be focused on the delivery of all matters concerned regarding the Fall semester being on-line and the management of the college during this time.

It was moved by Jamie Singerman, seconded by Steve Hatajlo, **THAT THE OBJECTIVES OF THE DIRECTOR GENERAL FOR 2021-21 BE ADOPTED.**

505.7 VARIA

- Steve Hatajlo informed all that the June golf tournament has been cancelled.

505.8 DATE OF NEXT MEETING

The next regular meeting of the Board of Governors is scheduled for September 23, 2020 and a Special Board meeting on August 31, 2020.

505.9 ADJOURNMENT

The meeting adjourned at 6:59 p.m.

Signatures:

Michael Goldwax
Chair

François Paradis,
Director, Corporate Affairs

