

MINUTES OF THE 506th SPECIAL MEETING OF THE BOARD OF GOVERNORS OF DAWSON COLLEGE HELD ON MONDAY AUGUST 31, 2020 AT 6:00 P.M. A.M. BY VIDEOCONFERENCE, 3040 SHERBROOKE STREET WEST, MONTREAL, QUEBEC

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

REGRETS: Jamie Singerman

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

Chair of Senate: Jonathon Sumner

Also Present: Leanne Bennett Max Jones Johanne Messier
 Isabelle Carrier Wolfgang Krotter Mylène Saucier
 Andréa Cole Catherine LeBel Christina Parsons
 Claire Elliott Johanne Messier Wilson Wong
 Carmela Gumelli Maeve Muldowney

Recording Secretary
to the Board: Janet Pakulis

Agenda

- 506.1 ADOPTION OF THE AGENDA OF THE 506th MEETING**
- 506.2 REPORTS/UPDATES**
 - .1 **Director General**
 - .2 **Academic Dean**
- 506.3 NEW BUSINESS**
 - .1 **Selection Process for the Director General**
 - .2 **Amendment to Bylaw Number 1**
- 506.4 DATE OF NEXT MEETING**
- 506.5 ADJOURNMENT**

506.1 ADOPTION OF THE AGENDA OF THE 506th MEETING

Michael Goldwax, Chair of the Board thanked all for attending this Special meeting.

It was moved by Alex McComber, seconded by Anna Villalta, **THAT THE AGENDA OF THE 506th SPECIAL MEETING BE ADOPTED.**

The motion was adopted unanimously.

506.2 REPORTS

.1 Director General

Richard Filion reported that a Covid-19 Steering Committee, chaired by Glenys Ronnie, Director of Finance has been formed. Its mandate is to oversee all aspects and challenges that we may face during the partial integration of students and employees. The Committee, with the input of its four sub-committees will identify issues which may arise in the Fall semester. It will identify access issues for students and employees so as to not jeopardize their well being and will follow situations carefully as they arise. The four sub-committees are: Space Access & Health Care, Student Needs, Human Resources and Communications.

François Paradis, Director of Corporate Affairs reported on resolutions and exceptions made since the last Board meeting:

BOG 503.2, March 30th, 2020.

THAT the Academic Dean may set academic orientations that adapt the provisions of the Institutional Policy on the Evaluation of Student Achievement and other academic policies and procedures to the context of the health crisis associated with the spread of the COVID-19 coronavirus, while attempting to respect the spirit and intent of the provisions that cannot be strictly followed;

THAT the Director General may set operational orientations that adapt the provisions of College by-laws, policies and procedures to the context of the health crisis associated with the spread of the COVID-19 coronavirus, while attempting to respect the spirit and intent of the provisions that cannot be strictly followed;

THAT any significant exceptions made by the Academic Dean and/or the Director General as per above will be presented to the Board of Governors at a subsequent meeting.

Bylaw Number 1, Article 6.01 f), the Executive Committee approves modifications to the Academic Calendar.

Revised calendars for Winter 2021 were approved June 10.

Revised calendars for Fall 2020 were approved August 17.

Bylaw Number 10, Article 8.01, Procedures for requisitions

- August 23, Purchase of 6 infrared thermometers (about \$750).
- August 20, Purchase of 6 ipads (about \$3,000)

Bylaw Number 10, Article 9.02, For contracts with an initial value of \$100,000 up to \$300,000, the authority of the Chief Executive Officer under the Contracts Act and under the Workforce Management Act is delegated to the Executive Committee of the Board of Governors.

- August 4, Award the contract for the acquisition of Apple Computers, after a Call for Public Tenders, in the amount of \$185,921.
 - July 28, Award the contract for the acquisition of Telescopic and Retractable Bleachers, after a Call for Public Tenders in the amount of \$161,590.
 - June 16, Award the contract for the renovation of radio-oncology and diagnostic imaging, after a Call for Public Tenders, in the amount of \$1,025,625.
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- May 25, Award the contract for the renovation of Human Resources Offices, after a Call for Public Tenders, in the amount of \$572,000.
 - May 25, Award the contract for the renovation of 3B.11, 3B.15 and 2E.8A, after a Call for Public Tenders, in the amount of \$348,146.
 - May 25, Mandate Collecto for the group purchase of property and liability insurance for 2020 to 2025, for an estimated amount of \$686,836.

.2 Academic Dean

Diane Gauvin reported on the following topics:

General orientations for the fall

- Ministry has encouraged the colleges to ensure an optimal student presence on campus for in-person instructional activities and support services;
 - Recommended that 30% of learning activities take place in person, but that is impossible for Dawson
- For Dawson, most instruction will take place on-line, except for
 - Essential activities (hands-on work in labs and studios, assessments, etc.)
 - Optional activities, where teachers can use one of 15 specially adapted classrooms
 - Also encouraging teachers to undertake other optional activities on the campus grounds that will help students connect with each other, with the teacher and with the college
 - Importance of being flexible, creative and understanding

Academic calendar adjusted to help students and teachers

- 14 weeks of classes instead of 15
 - Recently informed by Ministry could shorten semester from 82 to 60 days
 - We will have 75 days
 - Examination period moved from January to December

Summer final examinations

- Logistically complex, but carried out successfully for nearly 630 seats thanks to a careful application of the health recommendations;

Enrolment for fall semester

- 8587 registered students on a projection of 8194; because
- No expulsions at the end of the winter semester, when normally would have about 400
- Higher rate of returning students, some with only two to three courses to complete for graduation
- Continuing Education: 2329 students and 6861 seats, which is down 122 students but up 193 seats or 2.9% compared to last year

Application for authorization to offer **Computer Science and Mathematics program** (200.C0)

- Submitted end of June
- Ministry has postponed new authorizations pending its revision of the program

506.3 NEW BUSINESS

.1 Selection Process for the Director General

The Board Chair introduced this item and began by saying that it will not be an easy task to replace our Director General whose mandate ends December 31, 2020. He explained the process, which includes the timetable and procedure for selection; the selection criteria, qualifications and experience required for the position and a statement of challenges and issues in relation to the position. The Board also formed a Selection Committee composed of seven members plus the Chair of Senate as a non-voting member.

Senate was consulted on these documents and their proposed recommendations were incorporated.

Human Resources consultants may be needed for the search. Members had questions and recommendations regarding some of the documents and proposed changes to wording.

- i) It was moved by Sonya Branco, seconded by Anna Villalta, **THAT THE PROPOSED TIMETABLE AND PROCEDURE BE ADOPTED.**

The motion was adopted unanimously.

- ii) It was moved by Alex McComber, seconded by Francesca Cuffaro, **THAT THE PROPOSED SELECTION CRITERIA, QUALIFICATIONS AND EXPERIENCE BE ADOPTED.**

The motion was adopted unanimously.

- iii) It was moved by Anna Villalta, seconded by Steve Hatajlo, **THAT THE PROPOSED STATEMENT OF CHALLENGES AND ISSUES BE ADOPTED.**

The motion was adopted unanimously.

- iv) It was moved by Francesca Cuffaro, seconded by Anna Villalta, **THAT THE CHAIR OF THE BOARD BE MANDATED TO OVERSEE THE PUBLICATION AS PER BYLAW NUMBER 3, ARTICLE 3.02.**

The motion was adopted unanimously.

- v) It was moved by Alex McComber, seconded by Anna Villalta, **THAT THE CHAIR OF THE BOARD BE MANDATED TO HIRE A CONSULTING FIRM TO ASSIST THE SELECTION COMMITTEE IN ITS WORK, IF NECESSARY, AS PER BYLAW NUMBER 3, ARTICLE 3.04.**

The motion was adopted unanimously.

- vi) It was moved by Francesca Cuffaro, seconded by Ioana Geles, **THAT IN ACCORDANCE WITH ARTICLE 3.03 OF BYLAW NUMBER 3, THE SELECTION COMMITTEE BE COMPOSED OF THE FOLLOWING MEMBERS:**

- 1) **MICHAEL GOLDWAX, CHAIR**
- 2) **ANNA VILLALTA**
- 3) **AZRA KHAN**
- 4) **FRANK RUNCIE**
- 5) **ALEX MCCOMBER**
- 6) **STEVE HATAJLO**
- 7) **JAMIE SINGERMAN**
- 8) **JONATHON SUMNER, CHAIR OF SENATE, EX-OFFICIO,**
NON-VOTING

The motion was adopted unanimously.

.2 Amendments to Bylaw Number 1

François Paradis, Director of Corporate Affairs presented this item and stated that in order to hold regular Board meetings by videoconference the Bylaw must be amendment. Another proposed amendment is the disqualification of Board members after absences of three consecutive meetings.

It was moved by Steve Hatajlo, seconded by Victoria Trim **THAT BYLAW NUMBER 1 BE AMENDED AS DEFINED IN SUPPORTING TABLE, BYLAW 1 – PROPOSED REVISIONS, EFFECTIVE IMMEDIATELY.**

BYLAW 1 – PROPOSED REVISIONS	
Current Text	Proposed Text
Article 2 BOARD OF GOVERNORS 2.01 Vacancies	Article 2 BOARD OF GOVERNORS 2.01 Vacancies
d) The Board may, by resolution, ask any member to resign if such member has failed to attend three consecutive Board meetings without valid reason in the opinion of the Board	d) A Board member is removed from office after failure to attend three consecutive Board meetings.
Article 4 MEETINGS OF THE BOARD 4.05 Place of Meetings	Article 4 MEETINGS OF THE BOARD 4.05 Place of Meetings
Board meetings are normally held at the College. For special and emergency meetings, the Chair may authorize attendance by telephone or electronic means.	Board meetings are normally held at the College. The Chair may authorize attendance by telephone or electronic means.

The motion was adopted unanimously.

506.4 DATE OF NEXT MEETING

Next regular regular Board meeting will be held on September 23, 2020.

506.5 ADJOURNMENT

The meeting adjourned at 6:55 p.m.

Signatures:

Michael Goldwax
Chair

François Paradis,
Director, Corporate Affairs