

MINUTES OF THE 508th MEETING OF THE BOARD OF GOVERNORS OF DAWSON COLLEGE HELD ON WEDNESDAY OCTOBER 28, 2020 AT 6:00 P.M. BY VIDEOCONFERENCE 3040 SHERBROOKE STREET WEST, MONTREAL, QUEBEC

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

REGRETS: Sonya Branco

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

Chair of Senate: Jonathon Sumner

Also Present: Jaleel Ali Carmela Gumelli Jaya Nilakantan
Madeleine Bazergni Kurt Holfeld Christina Parsons
Leanne Bennett Max Jones Laurent Ruhlman
Susie Bouchard Wolfgang Krotter Mylène Saucier
Isabelle Carrier Catherine LeBel Carl Saucier-Bouffard
Andréa Cole Anne Marie Legault Robert Stephens
Myriam Dimanche Monica Lopez Joel Trudeau
Claire Elliott Johanne Messier David Weeks
Jean Gomez-Perales Giovanna Miceli Wilson Wong
Roberto Greco Maeve Muldowney

Recording Secretary to the Board: Janet Pakulis

Agenda

- 508.1 ADOPTION OF THE AGENDA OF THE 508th MEETING**
- 508.2 ADOPTION OF THE MINUTES OF THE 507th**
- 508.3 CORRESPONDENCE & PRESENTATIONS**
 - .1 Artificial Intelligence Project
 - .2 Bylaws & Policies Calendar 2020-21
- 508.4 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
- 508.5 BUSINESS ARISING FROM THE MINUTES**
- 508.6 NEW BUSINESS**
 - .1 Interior Design Techniques Program 570.E0 Revision
 - .2 Industrial Design Techniques Program 570.C0 Revision
 - .3 Computer Science Technology Program 420.B0 Revision
 - .4 Radiation Oncology Program Accreditation (for information only)
 - .5 Accounting Principles and Related Computer Applications (AEC) Program LCA.6X Revision
 - .6 *Item Removed*

- .7 Graduates – Summer 2020
 - .1 Diplomas
 - .2 Attestations
- .8 Revision Bylaw 2B
- .9 Permanent Changes to Staffing Plan 2020-21
- .10 Operating Budget Revision
- .11 Long Term Financing – Régime d'emprunts

508.7 VARIA

508.8 DATE OF NEXT MEETING

508.9 ADJOURNMENT

The Chair, Michael Goldwax welcomed all to the meeting and introduced Kevin Contant-Holowatyj, Student Board representative in a Pre-University program and Chair of the Dawson Student Union.

508.1 ADOPTION OF THE AGENDA OF THE 508th MEETING

It is proposed to move agenda items 508.3.1, 508.3.1, 508.6.2, 508.6.3, 508.6.4 and 508.6.5 following the adoption of the minutes. Item 508.6.6, Ombuds Report 2019-20 is removed and will be presented at a later meeting.

It was moved by Victoria Trim, seconded by Jamie Singerman, **THAT THE AMENDED AGENDA OF THE 508th MEETING BE ADOPTED.**

The motion was adopted unanimously.

508.2 ADOPTION OF THE MINUTES OF THE 507th MEETING

It was moved by Steve Hatajlo, seconded by Alex McComber, **THAT THE MINUTES OF THE 507th MEETING BE ADOPTED.**

The motion was adopted unanimously by those eligible to vote.

508.3 CORRESPONDENCE & PRESENTATION

.1 Artificial Intelligence Project

Members of the AI team, Joel Trudeau, Carl Saucier-Bouffard and Robert Stephens each in turn presented developments on the AI Project advancement in innovation and academic research. Dawson invested 1.5 mln from its Accumulated Surplus in June 2019. This is the largest investment by a cégep in Quebec. The Chair and the Director General thanked the AI team for the tremendous work that has been accomplished since the project's inception.

.2 Bylaws & Policies Calendar 2020-21

François Paradis, Director of Corporate Affairs presented a summary of Bylaws & Policies currently under review which will come to the Board for approval in 2020-21.

508.4 REPORTS

.1 Report of the Executive Committee

The Chair of the Executive Committee, Richard Fillion reported that the following resolutions were adopted at a regular meeting of the Committee on October 14, 2020. All resolutions were related to Permanent Changes to the Staffing Plan 2020-21.

1. The position of Vocation Information Counsellor (STSV-241) was reclassified as Pedagogical Counsellor (STSV-248) effective January 27, 2020.
2. The position of Administrative Secretary (HRSV-446) became vacant on August 15, 2020 after the incumbent accepted another permanent position. After analysis, the Director of Human Resources recommended this position be abolished since it will no longer be required.
3. A consultant was hired to conduct the evaluation of several positions within the College. After analysis, the recommendations are the following:
 - to create an Assistant to the Director of Human Resources (HRSV-117) position, at the level Administrative Officer, Class 2 to support the needs in the Human Resources department.
 - to create an Executive Secretary to the Director General (GEAD-103) position to the level of Administrative Officer, Class 2 to support the needs in the Office of the Director General.
 - to create an Assistant to the Academic Dean (ACAD-104) position to the level of Administrative Officer, Class 2 to support the needs in the Office of the Academic Dean.
4. The position of Dean, Academic Initiatives (ACIN-101) became vacant on July 11, 2020 after the incumbent retired. After analysis, the Academic Dean and the College management recommended that this position be abolished since it will no longer be required.

.2 Report of the Chair of the Board

The Chair, Michael Goldwax reported on the Director General search which is presently taking place. They've had many preparatory meetings and are in the process of conducting interviews. The recommendation of a candidate will be brought to Senate and then to the Board on November 11, 2020.

The Chair extended his congratulations to the Open House Team on an event exceptionally well done.

The Chair asked that given the number of Covid cases on the rise, that we all avoid social gatherings.

.3 Report of the Director General

The Director General, Richard Filion reported that having been in the spotlight in the media following the motion on the linguistic issue and infrastructure project we have much to deal with. Since the motion was defeated at the National Assembly, many discussions have taken place at the Government level. Other issues are the reinforcement of Bill 101 which will impede freedom of choice.

.4 Report of the Academic Dean

The Academic Dean, Diane Gauvin reported that for the Fall semester there are 8495 students which is 301 more than planned. This is due to a higher retention rate and no expulsions. In Continuing Education there are 2340 students. There are less students but more course seats compared to last year. Ms. Gauvin also stated that Planning for the Winter Semester has begun. She also wanted to recognize the work done by Students Services during the fall break. Student Services staff called over 4000 first semester students to ask how they are doing and if they needed guidance or help.

.5 Report of the Chair of Senate

The Chair of Senate, Jonathon Sumner reported the program revisions to be addressed this evening were recommended by Senate.

508.5 BUSINESS ARISING FROM THE MINUTES

508.6 NEW BUSINESS

.1 Interior Design Techniques Program 570.E0 Revision

Diane Gauvin introduced the program revisions to be addressed. Kurt Holfeld, Program Coordinator of Interior Design explained the changes by highlighting that five competencies received major changes along with other significant revisions throughout the program. Mr. Filion thanked the team for their work on this program revision.

It was moved by Azra Khan, seconded by Francesca Cuffaro, **THAT THE REVISIONS TO THE INTERIOR DESIGN TECHNIQUES PROGRAM (570.E0) BE ADOPTED BY THE BOARD OF GOVERNORS.**

The motion was adopted unanimously.

.2 Industrial Design Techniques Program 570.C0 Revision

David Weeks, Industrial Design faculty member explained that this was not a Ministerial revision but one that was brought about following student feedback. The program will now offer more instructor-supported lab time.

It was moved by Kevin Contant-Holowatyj, seconded by Anna Villalta, **THAT THE REVISIONS TO THE INDUSTRIAL DESIGN TECHNIQUES PROGRAM (570.C0) BE ADOPTED BY THE BOARD OF GOVERNORS.**

The motion was adopted unanimously.

.3 Computer Science Technology Program 420.B0 Revision

Jaya Nilakantan, Program Coordinator presented this item and stated that this is not a ministerial revision but one suggested by the program. It will introduce a work-study element called Alternance travail-études (ATE).

It was moved by Steve Hatajlo, seconded by Francesca Cuffaro, **THAT THE REVISIONS TO THE COMPUTER SCIENCE TECHNOLOGY PROGRAM (420.B0) BE ADOPTED BY THE BOARD OF GOVERNORS.**

The motion was adopted unanimously.

.4 Radiation Oncology Program Accreditation (for information only)

Giovanna Miceli, Program Co-Coordinator presented the program's accreditation by the Canadian Medical Association. She reviewed all the requirements. The program complies with ministerial and provincial standards.

No motion – for information only

.5 Accounting Principles and Related computer Applications (AEC) Program LCA.6X Revision

Diane Gauvin introduced Roberto Greco, faculty in Business Administration. Mr. Greco stated this revision is a result of an evaluation which indicated that more tax and payroll components needed to be added to the program.

It was moved by Anna Gagliardi, seconded by Steve Hatajlo, **THAT THE REVISIONS TO THE ACCOUNTING PRINCIPLES AND RELATED COMPUTER APPLICATIONS (AEC) PROGRAM (LCA.6X) BE ADOPTED BY THE BOARD OF GOVERNORS.**

The motion was adopted unanimously.

.6 Item Removed

.7 Graduates Summer 2020

.1 Diplomas of College Studies

Diane Gauvin presented this item and stated that the Ministry awards the Diploma of College Studies.

It was moved by Jamie Singerman, seconded by Steve Hatajlo, **THAT ALL SUPPORTING DOCUMENTS HAVING BEEN SUPPLIED AND VERIFIED, BE IT RESOLVED TO RECOMMEND TO THE MINISTER OF HIGHER EDUCATION TO AWARD A DIPLOMA OF COLLEGE STUDIES TO EACH OF THE 431 STUDENTS WHOSE NAMES APPEAR ON THE ATTACHED REQUEST FOR CERTIFICATION.**

The motion was adopted unanimously.

.2 Attestations of College Studies

Diane Gauvin presented this item and stated that the College awards the Attestations of College Studies.

It was moved by Francesca Cuffaro, seconded by Alex McComber, **THAT ALL SUPPORTING DOCUMENTS HAVING BEEN SUPPLIED AND VERIFIED, BE IT RESOLVED THAT THE 12 STUDENTS WHOSE NAMES APPEAR ON THE ATTACHED REQUEST FOR CERTIFICATION BE AWARDED AN ATTESTATION OF COLLEGE STUDIES.**

The motion was adopted unanimously.

.8 Amendments to Bylaw 2B

Glenys Ronnie, Director of Finance stated that due to the lower level of student activities on campus and that a convocation ceremony is not anticipated in June 2021, the College recommends that the Student Service fee and Convocation fee be reduced temporarily for the winter 2021 semester.

It was moved by Azra Khan, seconded by Francesca Cuffaro, **THAT THE MODIFICATIONS TO BYLAW 2B BE ADOPTED AS THEY APPEAR IN THE JOINT DOCUMENT “BYLAW 2B – PROPOSED AMENDMENTS”.**

BYLAW 2B – PROPOSED AMENDMENTS	
Current text	Proposed text
2.01 <u>Student Services Fee</u> Dawson students: \$25 / course / semester to a maximum of \$100 / semester.	2.01 <u>Student Services Fee</u> Dawson students: \$25 / course / semester to a maximum of \$100 / semester, except for Winter 2021: \$17.50/ course / semester to a maximum of \$70 / semester.
3.01 <u>General Provisions</u> All potential graduates will be assessed a convocation fee of \$17 once per diploma or attestation to help offset the cost of convocation ceremonies.	3.01 <u>General Provisions</u> All potential graduates are assessed a convocation fee of \$17 once per diploma or attestation to help offset the cost of convocation ceremonies, with the exception of the Winter 2021 when potential graduates will be assessed a fee of \$5.

The motion was adopted unanimously.

.9 Permanent Changes to Staffing Plan 2020-21 (Article 12)

.1 CECS – Position Abolished

The position of Administrative Support Agent, Class II became vacant after the incumbent accepted another permanent position. After analysis, it is recommended that this position be abolished since it is no longer be required.

It was moved by Jamie Singerman, seconded by Steve Hatajlo, **THAT THE VACANT POSITION OF CECS-422 BE ABOLISHED EFFECTIVE IMMEDIATELY.**

The motion was adopted by those eligible to vote.

.2 Academic Development – Creation of a Position

The creation of a position is being proposed by the Academic Dean and the Dean of Academic Development to lead program accreditations for medical programs. This position will also include work associated in the development of the new Ultrasound program and to participate in program evaluations.

It was moved by Anna Gagliardi, seconded by Anna Villalta, **THAT THE POSITION OF ACDV-216 BE CREATED EFFECTIVE IMMEDIATELY.**

The motion was adopted by those eligible to vote

.10 Operating Budget 2020-21 Revision 1 (Article 12)

Glenys Ronnie, Director of Finance, reported that two new sources of funding related to Covid funding were received since the June Board. The college has completed a deep analysis on how the funds should be used in order to support out students. The fact that revenues are down in, for example, cafeteria, bookstore, facilities rentals as well as ContEd, impact on finances had to be reviewed by all directorates.

Richard Filion congratulated the team for all the work that went into the budget revision.

It was moved by Jamie Singerman, seconded by Steve Hatajlo, **THAT THE OPERATING BUDGET (REVISION 1) WITH REVENUES OF \$97,357,000 AND EXPENSES OF \$98,462,000 FOR A 2020-21 BUDGETED DEFICIT OF \$1,105,000 BE APPROVED.**

The motion was adopted by those eligible to vote.

.11 Long Term Financing – Régime d’Emprunts

Glenys Ronnie stated that the Ministry finances long-term debt of colleges through the auspices of the Fonds de financement of the Ministère des finances. This financing is for the Capital Fund.

ATTENDU QUE, conformément à l’article 78 de la *Loi sur l’administration financière* (RLRQ, chapitre A-6.001), le Collège Dawson (l’« Emprunteur ») souhaite instituer un régime d’emprunts, valide jusqu’au 30 juin 2021, lui permettant d’emprunter à long terme auprès du ministre des Finances, à titre de responsable du Fonds de financement, pour un montant n’excédant pas 5 086 650 \$;

ATTENDU QUE, conformément à l’article 83 de cette loi, l’Emprunteur souhaite prévoir, dans le cadre de ce régime d’emprunts, que le pouvoir d’emprunter et celui d’en approuver les conditions et modalités soient exercés par au moins deux de ses dirigeants;

ATTENDU QU’il y a lieu d’autoriser ce régime d’emprunts, d’établir le montant maximum des emprunts qui pourront être effectués en vertu de celui-ci, ainsi que les caractéristiques et limites relativement aux emprunts à effectuer et d’autoriser des

dirigeants de l'Emprunteur à conclure tout emprunt en vertu de ce régime et à en approuver les conditions et modalités;

ATTENDU QUE la ministre de l'Enseignement supérieur (la « Ministre ») a autorisé l'institution du présent régime d'emprunts, selon les conditions auxquelles réfère sa lettre du 24 septembre 2020;

SUR LA PROPOSITION DE RICHARD FILION, APPUYÉ PAR JAMIE SINGERMAN IL EST RÉSOLU :

1. QU'un régime d'emprunts, valide jusqu'au 30 juin 2021, en vertu duquel l'Emprunteur peut, sous réserve des caractéristiques et limites énoncées ci-après, effectuer des emprunts à long terme auprès du ministre des Finances, à titre de responsable du Fonds de financement, pour un montant n'excédant pas 5 086 650 \$, soit institué;
2. QUE les emprunts à long terme effectués par l'Emprunteur en vertu du présent régime d'emprunts soient sujets aux caractéristiques et limites suivantes :
 - a) malgré les dispositions du paragraphe 1 ci-dessus, l'Emprunteur ne pourra, au cours de chacune des périodes de **quinze mois** s'étendant du 1^{er} avril au 30 juin et comprises dans la période visée au paragraphe 1, effectuer des emprunts qui auraient pour effet que le montant total approuvé pour l'Emprunteur, pour une telle période, par le Conseil du trésor au titre de la programmation des emprunts à long terme des collèges d'enseignement général et professionnel, soit dépassé;
 - b) l'Emprunteur ne pourra effectuer un emprunt à moins de bénéficier d'une subvention du gouvernement du Québec conforme aux normes établies par le Conseil du trésor, au titre de l'octroi ou de la promesse de subventions aux collèges d'enseignement général et professionnel, ainsi qu'aux termes et conditions déterminés par la Ministre et pourvoyant au paiement en capital et intérêt de l'emprunt concerné même si, par ailleurs, le paiement de cette subvention est sujet à ce que les sommes requises à cette fin soient votées annuellement par le Parlement;
 - c) chaque emprunt ne pourra être effectué qu'en monnaie légale du Canada auprès du ministre des Finances, à titre de responsable du Fonds de financement;
 - d) le produit de chaque emprunt ne pourra servir, outre le paiement des frais inhérents à l'emprunt concerné, qu'aux fins suivantes :
 - i) le financement des dépenses d'investissement faites par l'Emprunteur aux termes d'un plan d'investissement approuvé par le gouvernement du Québec;

- ii) le refinancement d'une partie ou de la totalité d'emprunts antérieurs venus à échéance; ou
 - iii) le remboursement d'emprunts bancaires contractés en attente du financement à long terme ou de refinancement.
- 3. QU'aux fins de déterminer le montant total auquel réfère le paragraphe 1 ci-dessus, il ne soit tenu compte que de la valeur nominale des emprunts effectués par l'Emprunteur;
- 4. QU'en plus des caractéristiques et limites énoncées précédemment, les emprunts comportent les caractéristiques suivantes :
 - a) l'Emprunteur pourra contracter un ou plusieurs emprunts pendant toute la durée du régime d'emprunts jusqu'à concurrence du montant qui y est prévu, et ce, aux termes d'une seule et unique convention de prêt à conclure entre l'Emprunteur et le ministre des Finances, à titre de responsable du Fonds de financement ;
 - b) chaque emprunt sera constaté par un billet fait à l'ordre du ministre des Finances, à titre de responsable du Fonds de financement;
 - c) le taux d'intérêt payable sur les emprunts sera établi selon les critères déterminés par le gouvernement en vertu du décret numéro 430-2018 du 28 mars 2018, tel que ce décret pourra être modifié ou remplacé de temps à autre; et
 - d) afin d'assurer le paiement à l'échéance du capital de chaque emprunt et des intérêts dus sur celui-ci, la créance que représente pour l'Emprunteur la subvention qui lui sera accordée par la Ministre, au nom du gouvernement du Québec, sera affectée d'une hypothèque mobilière sans dépossession en faveur du ministre des Finances, à titre de responsable du Fonds de financement.
- 5. QUE l'Emprunteur soit autorisé à payer, à même le produit de chaque emprunt contracté en vertu du présent régime, les frais d'émission et les frais de gestion qui auront été convenus;
- 6. QUE l'un ou l'autre des dirigeants suivants :
 - Le président du Conseil d'administration;
 - Le directeur général; ou
 - La vice-présidente du Conseil d'administration;

de l'Emprunteur, **pourvu qu'ils soient deux agissant conjointement**, soit autorisé, au nom de l'Emprunteur, à signer la convention de prêt, les conventions

d'hypothèque mobilière et les billets, à consentir à toute clause et garantie non substantiellement incompatible avec les dispositions des présentes, à livrer les billets, à apporter toutes les modifications à ces documents non substantiellement incompatibles avec les présentes ainsi qu'à poser tous les actes et à signer tous les documents, nécessaires ou utiles, pour donner plein effet aux présentes;

7. QUE, dans la mesure où l'Emprunteur a déjà adopté une résolution instituant un régime d'emprunts pour les mêmes fins, la présente résolution remplace la résolution antérieure, sans pour autant affecter la validité des emprunts conclus sous son autorité avant la date du présent régime d'emprunts.

The motion was adopted unanimously.

508.7 VARIA

508.8 DATE OF NEXT MEETING

A Special Board meeting is scheduled for November 11 and a Regular Board meeting on November 25, 2020.

508.9 ADJOURNMENT

The meeting adjourned at 8:43 p.m.

Signatures:

Michael Goldwax
Board Chair

François Paradis
Director, Corporate Affairs