

MINUTES OF THE 510th MEETING OF THE BOARD OF GOVERNORS OF DAWSON COLLEGE HELD ON WEDNESDAY NOVEMBER 25 2020 AT 6:00 P.M. BY VIDEOCONFERENCE 3040 SHERBROOKE STREET WEST, WESTMOUNT, QUEBEC

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

REGRETS: Sonya Branco Kevin Contant-Holowatij

College Officers: Monique Magnan Glenys Ronnie
François Paradis Pascahl Scott

Chair of Senate: Jonathon Sumner

Also Present: Leanne Bennett Catherine LeBel
Isabelle Carrier Monica Lopez
Andréa Cole Johanne Messier
Roch Ducharme Maeve Muldowney
Claire Elliott Christina Parsons
Carmela Gumelli Christine Regimbal
Max Jones Louise Shiller
Wolfgang Krotter Ania Stosiak
Wilson Wong

Recording Secretary to the Board: Janet Pakulis

Agenda

- 510.1 ADOPTION OF THE AGENDA OF THE 510th MEETING**
- 510.2 ADOPTION OF THE MINUTES OF THE 508th**
- 510.3 CORRESPONDENCE & PRESENTATIONS**
- 510.4 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
- 510.5 BUSINESS ARISING FROM THE MINUTES**
- 510.6 NEW BUSINESS**
 - .1 Annual Financial Statements 2019-20
 - .2 Medical ultrasound Technology (142.G0) New Program
 - .3 CRISPESH Annual Report 2019-20
 - .4 Research Ethics Board (REB) Annual Report 2019-20
 - .5 Smoke-Free College Policy
 - .6 Policy on Selection & Evaluation of External Auditor – Revision
 - .7 Capital Budget 2020-21 (R#1)
 - .8 Code of conduct Policy
 - .9 Appointment of Interim Academic Dean

- 510.7 VARIA**
- 510.8 DATE OF NEXT MEETING**
- 510.9 ADJOURNMENT**

The Chair, Michael Goldwax welcomed all to the meeting.

510.1 ADOPTION OF THE AGENDA OF THE 510th MEETING

It is proposed to move agenda items 510.6.2, 510.6.1 and 510.6.3 to follow the adoptions of the minutes. Richard Filion stated that upon recommendation from Student Services and Human Resources that item 510.6.8, Code of Conduct policy be removed from the agenda.

It was moved by Victoria Trim, seconded by Diane Gauvin, **THAT THE AMENDED AGENDA OF THE 510th MEETING BE ADOPTED.**

The motion was adopted unanimously.

510.2 ADOPTION OF THE MINUTES OF THE 508th MEETING

It was moved by Steve Hatajlo, seconded by Maurice Hughes, **THAT THE MINUTES OF THE 508th MEETING BE ADOPTED.**

The motion was adopted unanimously.

510.3 CORRESPONDENCE & PRESENTATION

510.4 REPORTS

.1 Report of the Executive Committee

Mr. Filion had the following to report from the Special meeting of the Board held November 24.

The following resolutions were related to Permanent Changes to the Staffing Plan 2020-21. A consultant was hired to conduct the evaluation of several positions within the College. After analysis, the recommendations were the following for the first 4 items:

- 1) That the position of Assistant Dean, Social Science & Business Technology (SSBT-102) be reclassified Associate Dean, Social Science & Business Technology (SSBT-103) effective July 1, 2019.
- 2) That Mylène Saucier be appointed Associate Dean, Social Science & Business Technology (SSBT-103), effective March 25, 2020.
- 3) That the position of Assistant Dean, Science, Medical Studies & Engineering (SMSE-102) be reclassified Associate Dean, Science, Medical Studies & Engineering (SMSE-103) effective July 1, 2019.
That Maxwell Jones be appointed as the Associate Dean, Science, Medical Studies & Engineering (SMSE-103) effective July 1, 2019.

- 4) That the position of Assistant Dean, Creative & Applied Arts (CAAA-103) be created effective immediately.
That Wolfgang Krotter be appointed as the Associate Dean, Creative & Applied Arts (CAAA-103) effective immediately.
That the position of Assistant Dean, Creative & Applied Arts (CAAA-102) is abolished effective immediately.
- 5) The position of Administration Technician (ACAD-403) became vacant on October 15, 2020 after the incumbent accepted another permanent position. After analysis, the Academic Dean recommends this position be abolished since it will no longer be required.
- 6) The specific project SP-S121 Information Technician was created to support in the organization of College events and activities, providing support to other departments using the services of the Communications Office and to assist in achieving the strategic goals of the department.
After analysis, the Director General and the Director of Human Resources recommend that the specific project be cancelled and to create an Information Technician (GEAD-410) to support the needs to the General Administration, Communications department.

.2 Report of the Chair of the Board

The Chair, Michael Goldwax thanked all employees for their work and resilience during this pandemic.

.3 Report of the Director General

The Director General, Richard Filion reported that Dawson has been the center of public discussion regarding our infrastructure project. He stated that he responded to the media and that we have the support at the Ministerial level and we will stand our ground.

.4 Report of the Academic Dean

The Academic Dean, Diane Gauvin reported that the College will maintain its position for in person exams. A petition with over 2,000+ signatures is circulating against this and the Dawson Student Union (DSU) spoke to the media. The college has consulted the DRSP and the Ministry and stated that all is in place regarding safety. She also stated that the college needs to ensure Academic Integrity by having in person exams. The situation will be monitored as the exam period approaches.

.5 Report of the Chair of Senate

The Chair of Senate, Jonathon Sumner had nothing to report at this time.

510.5 BUSINESS ARISING FROM THE MINUTES

510.6 NEW BUSINESS

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

Diane Gauvin introduced Ania Stosiak, faculty Diagnostic Imaging and Monica Lopez from the Academic Development Office. Ania stated that this is a new program, only four colleges were granted the program and Dawson is the only college that will offer it in English. The new program will be implemented in Fall 2021.

It was moved by Azra Khan, seconded by Ioana Geles, **THAT THE NEW MEDICAL UNTRASOUND TECHNOLOGY PROGRAM (142.G0) BE APPROVED FOR IMPLEMENTATION IN FALL 2021.**

The motion was adopted unanimously.

.2 Annual Financial Statements 2019-20

Glenys Ronnie, Director of Finance reported on highlights of the statements and provided information pursuant to the 2019-20 operating fund results. Ms. Ronnie also wanted to mention and recognize the outstanding cooperation received from the Registrar's office, Information Systems Technologies, Payroll and Human Resources, as well as highlight the dedication of the Finance staff during this very challenging time.

Michael Goldwax, stated that he, Victoria Trim and Steve Hatajlo, members of said committee, met the external auditors, Raymond Chabot Grant Thornton (RCGT) on November 10. He stated they were pleased with the auditors work, recommendations and management responses. Mr. Goldwax reported that the Audit Committee is recommending the adoption of the financial statements. Michael Goldwax also wanted it to be noted that RCGT stated that collaborations between all Dawson departments concerned and the RCGT team went exceptionally well.

Christine Regimbal, partner at RCGT explained the auditors' mandate, audit findings and reviewed the Auditors' report. Ms Regimbal stated that they were very satisfied with the cooperation they received by members of the College and commented on the high quality of work performed during this challenging time and mostly working off-site.

It was moved by Victoria Trim, seconded by Francesca Cuffaro, **THAT THE FOLLOWING DOCUMENTS WHICH CONSTITUTE THE DAWSON COLLEGE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2020 BE APPROVED:**

- État des résultats
- État de l'évolution des soldes de fonds
- État des gains et pertes de réévaluation
- État de la situation financière
- État des flux trésorerie
- Annexes 1 à 6
- Notes complémentaires

The motion was adopted with one abstention.

.3 CRISPESH Annual Report 2019-20

Richard Filion introduced Roch Ducharme, the Director of CRISPESH. Mr. Ducharme gave background information on CRISPESH for the benefit of those who were not familiar with its mission. Mr. Ducharme reviewed the report and summarized the report's key points along with its financial statements which are in good standing.

It was moved by Francesca Cuffaro, seconded by Alex McComber **THAT THE BOARD OF GOVERNORS APPROVES THE CRISPESH ANNUAL REPORT 2019-20.**

The motion was adopted unanimously.

.4 Research Ethics Board (REB) Annual Report 2019-20

Diane Gauvin explained the REB's purpose and reported on their activities.

It was moved by Steve Hatajlo, seconded by Jamie Singerman, **THAT THE BOARD OF GOVERNORS ACCEPTS THE REB 2019-20 ANNUAL REPORT.**

The motion was adopted unanimously.

.5 Policy for a Smoke-Free College – Revision and Report

Monique Magnan, Director of Services presented this item and stated that this policy was approved at the November 27, 2017 Board meeting and came into effect on January 1, 2018. The policy must be reviewed every two years. A Committee was formed and changes to the policy were recommended.

It was moved by Steve Hatajlo, seconded by Alex McComber, **THAT THE BOARD OF GOVERNORS ADOPTS THE PROPOSED REVISED POLICY ON A SMOKE-FREE COLLEGE AS PRESENTED.**

The motion was adopted with three abstentions.

.6 Policy on Selection & Evaluation of External Auditor – Revision BOG-FIN-02

Glenys Ronnie, presented this item and stated that the mandate of the external auditor firm will soon come to an end. The Policy on the Selection & Evaluation of an External Auditor has changed over time and after consultation with Corporate Affairs and Purchasing, the policy is being revised.

It was moved by Jamie Singerman, seconded by Francesca Cuffaro, **THAT THE PROPOSED POLICY BOG-FIN-02 BE ADOPTED EFFECTIVE IMMEDIATELY.**

The motion was adopted unanimously.

.7 Capital Budget 2020-21 (Revision R#1)

Glenys Ronnie presented this item. Ms. Ronnie stated that the budget, approved at the April 22, 2020 meeting was based on management's estimates of ministry Allocations for 2020-21, as well as estimated amounts carried forward from 2019-20. In October 2020 the ministry provided a preliminary amount to the college to be used for Capital Budget planning purposes for 2020-21. The College has received a special allocation of \$942,000 to renovate Diagnostic Imaging teaching spaces. Renovation budgets have been increased to include amounts for the space recovery project as well.

It was moved by Maurice Hughes, seconded by Victoria Trim, **THAT THE REVISED (R#1) 2020-21 CAPITAL BUDGET WITH CUMULATIVE REVENUES OF \$36,113,000 AND EXPENSES OF \$14,903,000 BE APPROVED.**

The motion was adopted unanimously.

.8 Agenda item removed

.9 Appointment of Interim Academic Dean

Diane Gauvin, presented this item and stated that her tenure as Director General will begin on January 1, 2021 and the position of Academic Dean will become vacant. A selection process will be launched in February and conclude with a recommendation to the Board no later than June 8, 2021. In the interim it is proposed to appoint an experienced candidate to ensure continuity in the academic sector.

- i) It was moved by Michael Goldwax, seconded by Francesca Cuffaro, **THAT THE BOARD APPOINTS CARMELA GUMELLI AS THE INTERIM ACADEMIC DEAN.**

The motion was adopted with two abstentions.

- ii) It was moved by Steve Hatajlo, seconded by Anna Villalta, **THAT THE TERM OF OFFICE OF CARMELA GUMELLI AS ACADEMIC DEAN BEFORE THE PERIOD JANUARY 1, 2021 TO JUNE 30, 2021 (ARTICLE 12).**

The motion was adopted unanimously by those eligible to vote.

510.7 VARIA

The Chair commented that this is our last meeting for this calendar year and a few members will be leaving us. Maurice Hughes, external member representing the Labour Market will be retiring from Services Quebec. Mr. Hughes thanked the Board and stated that he appreciated his mandate. Mr. Goldwax also stated, as we all know, the Director General, Richard Fillion will retire at the end of December. Michael stated that Richard's first meeting of the Board was on February 5, 2005 and since then has attended a little over 105 meetings. Mr. Goldwax wished Mr. Fillion well, thanked him for his guidance and inspiration and that it was truly a pleasure to work together. Igor Gorelyshev also announced that this his last meeting representing Faculty.

510.8 DATE OF NEXT MEETING

The next regular Board meeting is scheduled for February 23, 2021.

510.9 ADJOURNMENT

The meeting adjourned at 8:15 p.m.

Signatures:

Michael Goldwax
Board Chair

François Paradis
Director, Corporate Affairs