

MINUTES OF THE 529th MEETING OF THE BOARD OF GOVERNORS OF DAWSON COLLEGE HELD ON TUESDAY FEBRUARY 21 2023 AT 6:00 P.M. IN THE BOARDROOM 5B.13, 3040 SHERBROOKE STREET WEST, WESTMOUNT AND BY VIDEOCONFERENCE

PRESENT: Stéphane Beaudet Diane Gauvin Nathalie Lachance
Isabelo Beli-En David Michael Goldwax, Chair Christopher Lyons
Leanne Bennett Angie Gugliotti Cynthia Martin
Michelle Carangi Gigi Kaur Pelagia Nickotelopoulos
Karina D'Ermo Steve Hatajlo Émilie Richer

REGRETS: Alex McComber Jamie Singerman
Kelly Ann Morel Sean Smith

College Officers: Geoff Kloos Pascahl Scott
François Paradis Wai Bong Shum
Glenys Ronnie

Chair of Senate: Marianne Pelton

Also Present: Chris Adam Max Jones Angela Pomponi
Megan Ainscow Ani Kotchounian Louise Shiller
Isabelle Carrier Catherine LeBel Jonathon Sumner
Andréa Cole Maeve Muldowney Wilson Wong
Claire Elliott Anca Oprisi
Carmela Gumelli

Recording Secretary to the Board: Janet Pakulis

Agenda

529.1 ADOPTION OF THE AGENDA OF THE 529th MEETING

529.2 ADOPTION OF THE MINUTES OF THE 527th AND 528th MEETINGS

529.3 CORRESPONDENCE & PRESENTATIONS

.1 Letter from Dawson Teacher's Union

529.4 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

529.5 BUSINESS ARISING FROM THE MINUTES

529.6 NEW BUSINESS

- .1 Sustainability Report 2021-22**
- .2 Appointment to the Research Ethics Board (REB)**
- .3 Interim Appointment of College Officer – Director Student Services**
- .4 Academic Calendar 2023-24**
- .5 Academic Calendar 2023-24 Kiuna (First Nations Post-Secondary Institution)**
- .6 Delegation of Authority – Preliminary Enrolment Projections Fall 2023**
- .7 Board Elections**
- .8 Purchase of Firewall**
- .9 Amendment – Security Contract**

529.7 VARIA

529.8 DATE OF NEXT MEETING

529.9 ADJOURNMENT

Chair, Michael Goldwax welcomed all to the meeting and introduced three new members to the Board. Pelagia Nickotelopoulos representing the EMSB school Board, Christopher Lyons, representing McGill University and Leanne Bennett, our new Academic Dean.

529.1 ADOPTION OF THE AGENDA OF THE 529th MEETING

Item 529.6.1 will be presented following the adoption of the minutes.

It was moved by Christopher Lyons, seconded by Angie Gugliotti, **THAT THE AMENDED AGENDA OF THE 529th MEETING BE ADOPTED.**

The motion was adopted unanimously.

529.2 ADOPTION OF THE MINUTES OF THE 527th MEETING

It was moved by Cynthia Martin, seconded by Gigi Kaur, **THAT THE MINUTES OF THE 527th MEETING BE ADOPTED.**

The motion was adopted unanimously by those eligible to vote.

ADOPTION OF THE MINUTES OF THE 528th MEETING

It was moved by Steve Hatajlo, seconded by Angie Gugliotti, **THAT THE MINUTES OF THE 528th MEETING BE ADOPTED.**

The motion was adopted unanimously by those eligible to vote.

529.3 CORRESPONDENCE & PRESENTATION

.1 Letter from Dawson Teachers' Union (DTU)

A letter from the DTU stated that certain aspects of the Policy for Sexual Violence policy were not being met, in particular regarding training, meetings of the Committees and the confidentiality agreement. Mme Gauvin and Pascahl Scott will look into these concerns and report back on the initiatives.

529.4 REPORTS

.1 Report of the Executive Committee

The Chair of the Executive Committee, Diane Gauvin reported the following:

At a Special meeting on November 21, 2022 the position of Coordinator, Financial Services (fnsv-103) was created to meet the needs of the department.

At a Special meeting on December 14, 2022 the operating budget (revision 1) with revenues of \$109,079,000 and expenses of \$111,007,000 for a 2022-23 budgeted deficit of \$1,928,000 was approved.

At a Special meeting on January 19, 2023, Mr. Sameer Bhatnagar was appointed Coordinator of the Quality Assurance and Planning Office effective January 30, 2023 and Ms. Angela Pomponi was appointed Coordinator, Financial Services effective February 20, 2023.

At a Regular meeting of the Executive Committee on February 8, 2023, the Director of Finance presented the Budget Variance Operating Expenses Report. There was no resolution, for information only.

At a Special meeting on February 16, 2023 the Executive Committee authorized the College to award a contract by mutual agreement to "First Onsite Restoration Limited" in the approximate amount of \$110,000.00 excluding taxes for the demolition and restoration of the classrooms and office affected by the flood which occurred on February 4.

.2 Report of the Chair of the Board

Michael Goldwax, Chair announced that Anna Villalta's mandate as a school board representative has ended and proposed the following motion:

It was moved by Michael Goldwax, seconded by Steve Hatajlo, **THAT THE BOARD OF GOVERNORS WOULD LIKE TO THANK ANNA VILLALTA FOR HER COMMITMENT AND SERVICE TO THE BOARD OF GOVERNORS AND THE COLLEGE DURING HER SIX YEARS AS A MEMBER OF THE BOARD OF GOVERNORS AND THE EXECUTIVE COMMITTEE.**

The motion was adopted unanimously.

Mr. Goldwax also mentioned that the Dawson Foundation golf tournament will be held on June 8 at Summerlea Golf course.

.3 Report of the Director General

Diane Gauvin welcomed our new Board members and also had words of praise and thank you for Anna Villalta's service to the Board of Governors.

Mme Gauvin also had the following to report:

Following the cancellation of the new building that was slated to accommodate the space deficit, the *Avis de réserve* on the building will be cancelled. This is a legal process and the owners can claim costs on the expropriation. The Ministry will cover the costs.

In the meantime, the College is searching for rental space. Two sites have been visited but nothing is yet conclusive. Space in the Forum could perhaps accommodate the Nursing Program.

Law 14 is putting pressure on our services to meet the new program grid requirements. The Board will meet at a special meeting in March.

The new Language policy must be approved by the Board by June 1. A special meeting of the Board will be required. Mme Gauvin stated that the admissions policy is very complex, and will update the Board at the April meeting.

AEC students are 70% non-certificate holders and will need a certain level of French to graduate.

.4 Report of the Academic Dean

Leanne Bennet stated that she along with Senior Academic leaders from the other colleges met to discuss and address the needs of students who may have challenges in academic matters.

She also reported that she met with Marc Garneau and the Minister responsible for Sustainability. They would like to broaden the scope of sustainability by offering Sustainable Happiness courses in other areas.

.5 Report of the Chair of Senate

Marianne Pelton, Chair of Senate had the following to report:

- Senate will meet next week to look at revisions to the course grids for all programs to implement the requirements of Law 14.
- Senate met on December 13, January 31 and Feb 14.
- Senate gave feedback on the Policy on Design of Programs.
- Discussed and gave feedback on the Policy on Blended Courses – this discussion drew a lot of interest from the community and the discussion included several visitors.
- Senate had a presentation from the writing committee for the Strategic Plan and began discussion of the vision and goals for this plan.
- Senate recommended Academic calendars for the 2023-24.

.6 Report of the Director of Finance

.1 Budget Variance Operating Expenses report – December 31, 2022

Glenys Ronnie, Director of Finance reviewed the Budget Variance Report and stated that this is our first year back to normal college activities. She noted that the Collective agreements result in three years worth of increases. There continues to be difficulty in hiring non-teaching personnel.

529.5 BUSINESS ARISING FROM THE MINUTES

529.6 NEW BUSINESS

.1 Sustainability Report 2021-22

Chris Adam, Coordinator of the Sustainability Office presented his report and focused on the many initiatives that the college has achieved. Mr. Goldwax thanked Mr. Adam and his office for their dedication to sustainability and their many efforts and achievements.

It was moved by Isabelo Bel-En David, seconded by Gigi Kaur, **THAT THE BOARD OF GOVERNORS RECEIVES THE DAWSON COLLEGE SUSTAINABILITY REPORT 2021-22.**

The motion was adopted unanimously

.2 Appointment to the Research Ethics Board (REB)

Leanne Bennett, Academic Dean stated that the REB selection committee interviewed a candidate and after a successful interview and observer period have appointed a new member.

It was moved by Christopher Lyons, seconded by Steve Hatajlo, **THAT THE BOARD OF GOVERNORS APPOINTS WENDI HADD TO THE DAWSON COLLEGE RESEARCH ETHICS BOARD AS MEMBER KNOWLEDGEABLE IN RELEVANT DISCIPLINES, EFFECTIVE FEBRUARY 21, 2023.**

The motion was adopted unanimously.

.3 Interim Appointment of College Officer – Director Student Services

Pasahl Scott, Director of Human Resources stated that the current Director is on leave. In order to ensure proper functioning of the service, an interim should be appointed until the Director returns from leave.

i) It was moved by Pelagia Nickotelopoulos, seconded by Gigi Kaur, **THAT GEOFF KLOOS BE APPOINTED INTERIM DIRECTOR, STUDENT SERVICES.**

The motion was adopted unanimously.

ii) It was moved by Steve Hatajlo, seconded by Stéphane Beudet, **THAT GEOFF KLOOS BE APPOINTED AS OF FEBRUARY 22, 2023 (ARTICLE 12).**

The motion was adopted unanimously by those eligible to vote.

.4 Academic Calendar 2023-24

Leanne Bennett presented the Academic Calendar for 2023-24.

It was moved by Cynthia Martin, seconded by Gigi Kaur, **THAT THE TEACHING AND EVALUATION DATES PRESENTED IN THE 2023-24 ACADEMIC CALENDAR BE APPROVED.**

The motion was adopted unanimously.

.5 Academic Calendar 2023-24 Kiuna (First Nations Post-Secondary Institution)

Leanne Bennett described what Kiuna is and how it functions. She then presented Kiuna's Academic Calendar.

It was moved by Cynthia Martin, seconded by Stéphane Beudet, **THAT THE TEACHING AND EVALUATION DATES PRESENTED IN THE KIUNA (FIRST NATIONS POST-SECONDARY INSTITUTION) ACADEMIC CALENDAR BE APPROVED FOR THE 2023-24 ACADEMIC YEAR.**

The motion was adopted unanimously

.6 Delegation of Authority – Preliminary Enrolment Projections Fall 2023

Leanne Bennett stated that a final enrolment forecast will be prepared in early March and in order to facilitate timely planning, it is requested that the Executive Committee be authorized to approve the revised projection, subject to ratification by the Board.

It was moved by Christopher Lyons, seconded by Angie Gugliotti, **THAT THE BOARD OF GOVERNORS DELEGATES TO THE EXECUTIVE COMMITTEE THE AUTHORITY TO APPROVE THE ENROLMENT PROJECTIONS FOR FALL 2023 (SUBJECT TO RATIFICATION BY THE BOARD).**

The motion was adopted unanimously.

.7 Board Elections

Michael Goldwax stated that following the replacement of the School Commission representative, Anna Villalta, the position of Vice-Chair of the Board is vacant. Also, the Vice-Chair is an ex officio member of the Executive Committee. Given that these two positions are now vacant an election is called. These positions are interim until elections are held at the June Board meeting.

Cynthia Martin nominated Steve Hatajlo as Vice-Chair of the Board of Governors. Mr. Hatajlo accepted the nomination and there being no further nominations, is appointed Vice-Chair of the Board.

Steve Hatajlo nominated Sean Smith as a member of the Executive Committee, Angie Gugliotti seconded the nomination. Mr. Smith was absent but was contacted prior to the meeting, and accepted the nomination. There being no further nominations, Mr. Smith is appointed external member of the Executive Committee.

.8 Purchase of Firewall

François Paradis, Director of IST stated that the support and maintenance contract for our network firewall expires in April 2023. Five companies were invited to tender, three submitted conforming bids.

It was moved by Steve Hatajlo, seconded by Pelagia Nickotelopoulos, **THAT THE BOARD OF GOVERNORS AWARDS A CONTRACT FOR THE “PARE FEU FORTIGATE” TO PRÉCICOM TECHNOLOGIES INC.” INCLUDING ONE YEAR OF SUPPORT AND MAINTENANCE, IN THE AMOUNT OF \$119,000 BEFORE TAXES.**

The motion was adopted unanimously.

.9 Amendment – Security Contract

Wai Bong Shum, Director of Facilities Management stated that the Board of Governors awarded a three-year security contract with the option to renew for two additional years to “Neptune Security Services Inc.” for approximately \$2,836,236.

Due to the Covid-19 pandemic, the additional programs at the Forum (Physio Tech, Ultrasound), and unforeseen rentals that required additional security presence during the course of the contract, the number of agents was periodically increased. As such, the expenses have increased significantly.

To exercise the final option year of the contract and given our additional needs, the cost is expected to increase by approximately \$850,000. This amount is based on an estimate of the 2022-23 costs, plus an indexation of 2%.

Given that Neptune’s services are meeting the college’s needs and there are no operational or contractual issues, it is judicious to exercise the optional years of the contract to avoid losing the experienced agents that are currently assigned to the College.

It was moved by Michael Goldwax, seconded by Gigi Kaur, **THAT THE BOARD OF GOVERNORS AUTHORIZES AN INCREASE OF \$850,000 EXCLUDING TAXES AND AMENDS THE SECURITY CONTRACT WITH “NEPTUNE SECURITY SERVICES INC.”, TO AN APPROXIMATE AMOUNT OF \$3,686,236 EXCLUDING TAXES.**

The motion was adopted unanimously.

529.7 VARIA

529.8 DATE OF NEXT MEETING

Special Board meeting: March 8, 2023 (Teams)
Executive Committee meeting: March 29 (Teams)
Board meeting: April 19, 2023 (in person)

529.9 ADJOURNEMENT

The meeting adjourned at 8:15 p.m.

Signatures:

Michael Goldwax
Board Chair

François Paradis
Director, Corporate Affairs