

MINUTES OF THE 521st MEETING OF THE BOARD OF GOVERNORS OF DAWSON COLLEGE HELD ON TUESDAY FEBRUARY 22, 2022 AT 6:00 P.M. BY VIDEOCONFERENCE

PRESENT: Stéphane Beaudet Diane Gauvin Alex McComber
Michelle Carangi Michael Goldwax, Chair Émilie Richer
Alexandrah Cardona Angie Gugliotti Jamie Singerman
Rob Cassidy Steve Hatajlo Sean Smith
Francesca Cuffaro Nathalie Lachance Anna Villalta
Daniela Diaz-Jimenez Cynthia Martin

REGRETS: Kelly Ann Morel

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

Chair of Senate: Marianne Pelton

Also Present: Chris Adam Carmela Gumelli Louise Shiller
Leanne Bennett Ani Kotchounian Robert Stephens
Isabelle Carrier Catherine LeBel Jonathon Sumner
Andréa Cole Maeve Muldowney Joel Trudeau
Tommy Diamantakos Michael Nafi Donna Varrica
Claire Elliott

Recording Secretary to the Board: Janet Pakulis

Agenda

521.1 ADOPTION OF THE AGENDA OF THE 521st MEETING

521.2 ADOPTION OF THE MINUTES OF THE 519th AND 520th MEETINGS

521.3 CORRESPONDENCE & PRESENTATIONS

.1 Artificial Intelligence Project Progress Report

521.4 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

.6 Report of the Director Finance

.1 Budget variance Report – December 31, 2021

521.5 BUSINESS ARISING FROM THE MINUTES

521.6 NEW BUSINESS

- .1 Sustainability Report 2020-21
- .2 REB Annual Report 2020-21
- .3 NovaScience AI Grant
- .4 Academic Calendar 2022-23
- .5 Academic Calendar Kiuna 2022-23
- .6 Delegation of Authority – Preliminary Enrolment Projections Fall 2022
- .7 Appropriation of Operating Fund Surplus - Innovative Pedagogical Development
- .8 Item removed
- .9 Construction contract - Replacement of the centralized HVAC control system in H and F wings
- .10 Delegation of Signing Authority - Restoration of main entrance stone walls
- .11 Maintenance Contract – Radiology Equipment
- .12 Skytech Expenditures
- .13 Amendments to Bylaw Number 1
- .14 Amendments to Bylaw Number 2B
- .15 Permanent Change to Staffing Plan 2021-22
Creation of a Position – Creative and Applied Arts (Article 12)

521.7 VARIA

521.8 DATE OF NEXT MEETING

521.9 ADJOURNMENT

The Chair, Michael Goldwax welcomed all to the meeting.

521.1 ADOPTION OF THE AGENDA OF THE 521st MEETING

The Chair asked that items 521.3.1, 521.6.3, 521.6.1 and 521.6.2, in this order, be presented following the adoption of the minutes.

It was moved by Rob Cassidy, seconded by Angie Gugliotti, **THAT THE AMENDED AGENDA OF THE 521st MEETING BE ADOPTED.**

The motion was adopted unanimously.

521.2 ADOPTION OF THE MINUTES OF THE 519th MEETING

It was moved by Angie Gugliotti, seconded by Alex McComber, **THAT THE MINUTES OF THE 519th MEETING BE ADOPTED WITH ONE CORRECTION.**

The motion was adopted unanimously.

ADOPTION OF THE MINUTES OF THE 520th MEETING

It was moved by Michelle Carangi, seconded by Rob Cassidy, **THAT THE MINUTES OF THE 520th MEETING BE ADOPTED.**

The motion was adopted unanimously by those eligible to vote.

521.3 CORRESPONDENCE & PRESENTATION

.1 Artificial Intelligence (AI) Project Progress Report

Joel Trudeau and Robert Stephens reviewed and highlighted the progress and initiatives of the AI Project. A report to the Dawson Community is forthcoming. Rob Cassidy and Michael Goldwax congratulated the AI Team on their accomplishments.

521.4 REPORTS

.1 Report of the Executive Committee

Diane Gauvin reported on three meetings of the Executive Committee.

Special meeting of the Executive Committee December 23 ,2021

Following a flood in the basements of the T1 and G1 wings in September 2021, it was moved that a contract by mutual agreement be authorized to *First OnSite* for the demolition and reconstruction of the T1 and G1 wings at a cost of \$123,155. Work to begin on January 4 2022.

Special meeting of the Executive Committee January 13, 2022

It was moved that Mr. Jonathon Sumner be appointed Associate Dean, Science, Medical studies & Engineering effective January 17, 2022.

Regular meeting of the Executive Committee February 9, 2022

CT Scanner workstations:

It was moved that contracts by mutual agreement be authorized to “Canon Medical Systems Canada Limited” for the service of Vitrea workstations, under Article 13.2 of the Act Respecting Contracting by public bodies.

The contracts for the service of the two Vitrea workstations, for a duration of five years, was awarded to “Canon Medical Systems Canada Limited” in the combined amount of \$180,000 excluding taxes.

Permanent Changes to the Staffing Plans 2021-22

The position of Administrative Secretary in Facilities Management became vacant after the incumbent accepted another permanent position. Following analysis, the position was replaced by an Administration Technician position.

The position of Director of Information Systems and Technology and Corporate Affairs was reclassified effective July 1, 2021. François Paradis was appointed to this position.

.2 Report of the Chair of the Board

Michael Goldwax reported that following the announcement by the Ministry on its decision on the infrastructure project, the College held a press conference, and is planning its next steps. He thanked all for their support.

.3 Report of the Director General

Diane Gauvin stated that a meeting with the Premier has been requested to address the Ministry's decision on the Infrastructure project and that we are waiting on the Quebec budget to see if we are included in the Plan Québécois des infrastructures.

Bill 96 is being discussed article by article by the English cégeps.

The Dawson Student Union (DSU) is sponsoring a petition with the support of Jennifer Maccarone, Member of the National Assembly for Westmount-St-Louis, Liberal party.

.4 Report of the Academic Dean

Rob Cassidy, Academic Dean thanked all faculty for efforts taken to deal with the semester starting remotely and other covid-related impacts.

.5 Report of the Chair of Senate

Marianne Pelton, Chair of Senate stated that Senate met on December 14, 2021, January 18, 2022 and Feb 16, 2022.16th. At these meetings:

- Senate voted to recommend the version of the 2022-23 Academic Calendar as well as the Kiuna Academic calendar.
- Senate populated several subcommittees including the Academic Planning Committee, which recommends program revisions to Senate, and the ISEP committee, which is involved in recommending revisions to the Institutional Student Evaluation Policy that governs assessment, grading, equity and grievances around student evaluation.
- Senate heard reports from the blended learning and teaching support team (a faculty community of practice) as well as the proposal for hybrid or partially online courses in some AEC programs. Senate looks forward to assisting in the development of College policy for online and hybrid teaching and learning.

.6 Report of the Director Finance

.1 Budget Variance Report – December 31, 2021

Glenys Ronnie, Director of Finance reported that the Operating budget is on track with expenses similar to last year. She also stated that the collective agreements for both professionals and support staff have been signed.

521.5 BUSINESS ARISING FROM THE MINUTES

521.6 NEW BUSINESS

.1 Sustainability Report 2020-21

Chris Adam, Coordinator of the Sustainability Office reported and presented a summary of the initiatives taken by all sectors which contributed to the College's sustainability efforts. The Chair along with Alexandrah Cardona and Diane Gauvin thanked Chris Adam and his team for their efforts and sharing their values.

It was moved by Rob Cassidy, seconded by Steve Hatajlo, **THAT THE BOARD OF GOVERNORS RECEIVES THE DAWSON COLLEGE SUSTAINABILITY REPORT 2020-21.**

The motion was adopted unanimously.

.2 Research Ethics Board (REB) 2020-21 Annual Report

Rob Cassidy introduced Michael Nafi, REB Chair. Mr. Nafi explained the REB's purpose and the work they are involved in. He explained that their research involves humans and complies with ethical standards which are government approved. Mr. Nafi reviewed their projects.

It was moved by Angie Gugliotti, seconded by Steve Hatajlo, **THAT THE BOARD OF GOVERNORS ACCEPTS THE REB 2020-21 ANNUAL REPORT.**

The motion was adopted unanimously.

The Chair thanked Michael Nafi and his team for their outstanding work.

.3 NovaScience AI Grant

Rob Cassidy, Academic Dean stated that the College has been awarded a NovaScience grant by Le ministre de l'économie et de l'innovation to pursue the work of the Dawson College Artificial Intelligence initiative.

The following two provisions are required: (1) the financial report must be reviewed and signed by an independent auditor who is a public accountant and a member in good standing of the Order of Chartered Professional Accountants of Quebec. The project's annual report and the independent auditor's report must be accompanied by a resolution of adoption by the Board of Governors, and (2) that the Board of Governors authorizes the Academic Dean to act on its behalf to be the signatory on the agreement.

It was moved by Jamie Singerman, seconded by Francesca Cuffaro, **THAT LE CONSEIL D'ADMINISTRATION AFFIRME QUE LE DIRECTEUR DES ÉTUDES, M. ROBERT CASSIDY EST HABILITÉ À REPRÉSENTER LE COLLÈGE DANS L'EXÉCUTION DE LA CONVENTION NOVASCIENCE 57806.**

The motion was adopted unanimously.

.4 Academic Calendar 2022-23

Rob Cassidy presented the proposed Academic Calendar for 2022-23.

It was moved by Sean Smith, seconded by Alex McComber, **THAT THE TEACHING AND EVALUATION DATES PRESENTED IN THE 2022-23 ACADEMIC CALENDAR BE APPROVED.**

The motion was adopted unanimously.

.5 Academic Calendar 2022-23 Kiuna (First Nations Post-Secondary Institution

Rob Cassidy presented the proposed Academic Calendar for Kiuna 2022-23.

It was moved by Alex McComber, seconded by Francesca Cuffaro, **THAT THE TEACHING AND EVALUATION DATES PRESENTED IN THE KIUNA (FIRST NATIONS POST-SECONDARY INSTITUTION) ACADEMIC CALENDAR BE APPROVED FOR THE 2022-23 ACADEMIC YEAR.**

The motion was adopted unanimously.

.6 Delegation of Authority – Preliminary Enrolment Projections Fall 2022

Rob Cassidy stated that each year at this time the College needs to make a projection of student enrolment for the Fall semester. A final 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 Sean Smith, seconded by Nathalie Lachance, **THAT THE BOARD OF GOVERNORS DELEGATES TO THE EXECUTIVE COMMITTEE THE AUTHORITY TO APPROVE THE ENROLMENT PROJECTION FOR FALL 2022 (SUBJECT TO RATIFICATION BY THE BOARD).**

The motion was adopted unanimously.

.7 Appropriation of Operating Fund Surplus Innovative Pedagogical Development

Glenys Ronnie gave details on the accumulated surplus and amounts appropriated by a number of resolutions passed by the Board. In preparation for the 2022-23 operating budget, the College is reviewing on-going initiatives.

It was moved by Cynthia Martin, seconded by Steve Hatajlo, **THAT THE BOARD OF GOVERNORS APPROVES THE APPROPRIATION OF ACCUMULATED OPERATING FUND SURPLUS FOR A TOTAL OF \$300,000 TO BE USED TO SUPPORT INNOVATIVE PEDAGOGICAL DEVELOPMENT.**

The motion was adopted unanimously.

.8 Item removed

.9 Construction Contract – Replacement of the centralized HVAC control system in H and F wings

Wai Bong Shum, Director of Facilities Management stated that the current HVAC system has surpassed its lifespan cycle. On October 21, 2021 a public call for tenders was posted. Three companies picked up the tendering documents and three submitted bids. All complied with the bid requirement.

It was moved by Sean Smith, seconded by Steve Hatajlo, **THAT THE BOARD OF GOVERNORS AUTHORIZES THE COLLEGE TO AWARD A CONTRACT TO HONEYWELL LIMITÉE FOR THE REPLACEMENT OF A CENTRALIZED HVAC CONTROL SYSTEM IN THE AMOUNT OF \$453,590 EXCLUDING TAXES.**

The motion was adopted unanimously.

.10 Delegation of signing Authority – Restoration of main entrance stone walls

Wai Bong Shum reported that the awarding of this contract was delegated to the Director General over the Summer of 2021, but the work could not be done within that timeframe. On February 3, 2022 an invitation call for tenders to the qualified bidders was posted on SÉAO with a closing date of February 28, 2022. As the contractor's preparative work will begin in April, it is proposed that the awarding of the contract be delegated to the Executive Committee.

It was moved by Angie Gugliotti, seconded by Nathalie Lachance, **THAT THE BOARD OF GOVERNORS DELEGATES TO THE EXECUTIVE COMMITTEE THE AUTHORITY TO AWARD THE CONTRACT FOR THE RESTORATION OF THE MAIN ENTRANCE STONE WALLS.**

The motion was adopted unanimously.

.11 Maintenance contract – Radiology Equipment

Wai Bong Shum stated that in Fall 2018 a three-year maintenance contract was awarded to GE Healthcare. The contract included two additional optional years which were not approved at the time, at the same price of \$75,000 per year. The three-year period ended December 31, 2021. The college authorized a provisional amendment to extend the contract to March 31, 2022 at the same rate, until the first optional year can be approved.

It was moved by Sean Smith, seconded by Stéphane Beaudet, **THAT THE BOARD OF GOVERNORS AUTHORIZES THE COLLEGE TO EXERCISE THE TWO OPTIONAL YEARS TO THE CONTRACT TO GE HEALTHCARE FOR THE MAINTENANCE OF RADIOLOGY EQUIPMENT, FOR A TOTAL OF FIVE YEARS AND \$375,000 EXCLUDING TAXES.**

The motion was adopted unanimously.

.12 Skytech Expenditures

François Paradis, Director of IST stated that the combined cost for Skytech maintenance and support contracts for 2021-22 is \$503,253 which represents an increase of 6.8% over last year and is indexed. According to projections, this contract is likely to exceed the commitment and thus requires Board approval for an amendment next year.

It was moved by Anna Villalta, seconded by Francesca Cuffaro, **THAT THE PAYMENT OF SKYTECH EXPENSES OF \$503,253 (BEFORE TAX) BE APPROVED.**

The motion was adopted unanimously.

.13 Amendments to Bylaw Number 1

François Paradis, Director of Corporate Affairs presented this item which relates to the appointment of graduate Board members, and the signatures on contractual documents. After discussion, it was proposed to table item numbers 3.01 and 3.02 to a subsequent meeting.

It was moved by Nathalie Lachance, seconded by Michelle Carangi, **THAT THE MODIFICATIONS TO BYLAW 1 BE ADOPTED AS THEY APPEAR IN THE JOINT AMENDED DOCUMENT “BYLAW 1 – PROPOSED AMENDMENTS”.** (document attached at the end of the Minutes)

The motion was adopted unanimously.

.14 Amendments to Bylaw Number 2B

Monique Magnan, Director of Student Services stated that an increase in student fees has become necessary to offset the increase in costs such transportation, facility rentals, equipment, league fees and increase in the cost of living. Other changes to the Bylaw are proposed to harmonize fees with Cégep de l’Abitibi-Témiscamingue for students registered at Kiuna. Questions and discussions ensued. The motion was voted upon.

It was moved by Jamie Singerman, seconded by Sean Smith, **THAT THE MODIFICATIONS TO BYLAW 2B BE ADOPTED AS THEY APPEAR IN THE DOCUMENT “BYLAW 2B – PROPOSED AMENDMENTS”.** (Document attached at the end of the Minutes)

The motion was adopted with 11 in favour and 2 against.

**.15 Permanent Changes to the Staffing Plan 2021-22
Creative and Applied Arts – Creation of a Position (Article 12)**

Pascahl Scott, Director of Human Resources stated that a specific project, Laboratory Technician, was created to provide assistance and support to students in French in their preparation for the language exams of the Quebec Office of the French Language (OLF). After analysis, it is requested that the specific project be converted to a permanent position.

It was moved by Jamie Singerman, seconded by Steve Hatajlo, **THAT THE POSITION OF LABORATORY TECHNICIAN (CAAA-423) BE CREATED EFFECTIVE IMMEDIATELY.**

The motion was adopted by those eligible to vote.

521.7 VARIA

521.8 DATE OF NEXT MEETING

The next regular meeting of the Board of Governors is scheduled for April 13, 2022.

521.9 ADJOURNMENT

The meeting adjourned at 9:12 p.m.

Signatures:

Michael Goldwax
Board Chair

François Paradis
Director, Corporate Affairs

