

MINUTES OF THE 540th MEETING OF THE BOARD OF GOVERNORS OF DAWSON COLLEGE HELD ON MONDAY FEBRUARY 26, 2024 AT 6:00 P.M. IN THE BOARDROOM 5B.13, 3040 SHERBROOKE STREET WEST, WESTMOUNT, QUEBEC

PRESENT: Stéphane Beaudet Derrick Essou Cynthia Martin
Isabelo Beli-En David Diane Gauvin Émilie Richer
Leanne Bennett Michael Goldwax, Chair Jamie Singerman
Linda Campione Angie Gugliotti Sean Smith
Karina D’Ermo Steve Hatajlo

REGRETS: Daniel Kocur Alex McComber
Luis Dieppa Perez Pelagia Nickoletopoulos
Christopher Lyons

College Officers: Monique Magnan Pascahl Scott
François Paradis Samuel V. Saint-Hilaire
Glenys Ronnie

Chair of Senate: Marianne Pelton

Also Present: Susie Bouchard Max Jones Beverly Sing
Serge Brassat Elias Katsaros Jonathon Sumner
Isabelle Carrier Monica Lopez Wilson Wong
Kurt Holfeld Cheryl Simon

Recording Secretary to the Board: Janet Pakulis

Agenda

540.1 ADOPTION OF THE AGENDA OF THE 540th MEETING

540.2 ADOPTION OF THE MINUTES OF THE 537th, 538th and 539th MEETINGS

540.3 CORRESPONDENCE & PRESENTATIONS

540.4 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**

540.5 BUSINESS ARISING FROM THE MINUTES

540.6 NEW BUSINESS

1. **Renewal Request for Recognition of CRISPESH as CCTT-PSN**
2. **Radiation Oncology Technology (142.D0) Minor Program Revision**
3. **Arts, Literature and Communication (500.A1) Minor Program Revision**
4. **Liberal Arts (700.B0) Minor Program Revision**
5. **Interior Design Techniques (570.E0) Minor Program Revision**
6. **Nursing (180.A0) Minor Program Revision**
7. **ACS Cybersecurity: Prevention and Intervention (LEA.D8) New Program**
8. **Revision Program Grids to Implement Phase 2 of Implementation of Charter of the French Language**
9. **Revision Program Grids for the Implementation of Charter of the French Language – Kiuna English Programs**
10. **2024-25 Academic Calendar**
11. **Delegation of Authority – Preliminary Enrolment Projections Fall 2024**
12. **Revision of the Policy on Sexual Violence**
13. **Renovation Contract – Finance Department offices**
14. **Skytech Expenses**
15. **Adoption of the Minutes of the 538th Meeting (in camera)**

540.7 VARIA

540.8 DATE OF NEXT MEETING

537.9 ADJOURNMENT

540.1 ADOPTION OF THE AGENDA OF THE 540th MEETING

Agenda item numbers 540.6.1 to 540.6.9 will be presented following the adoption of the Minutes.

It was moved by Angie Gugliotti, seconded by Linda Campione, **THAT THE AMENDED AGENDA OF THE 540th MEETING BE ADOPTED.**

The motion was adopted unanimously.

540.2 ADOPTION OF THE MINUTES OF THE 537th MEETING

It was moved by Sean Smith, seconded by Steve Hatajlo, **THAT THE MINUTES OF THE 537th MEETING BE ADOPTED.**

The motion was adopted unanimously by those eligible to vote.

ADOPTION OF THE MINUTES OF THE 538th MEETING

It was moved by Linda Campione, seconded by Leanne Bennett, **THAT THE MINUTES OF THE 538th MEETING BE ADOPTED.**

The motion was adopted unanimously by those eligible to vote.

ADOPTION OF THE MINUTES OF THE 539th MEETING

It was moved by Sean Smith, seconded by Jamie Singerman, **THAT THE MINUTES OF THE 539th MEETING BE ADOPTED.**

The motion was adopted unanimously by those eligible to vote.

540.3 CORRESPONDENCE & PRESENTATION

None

540.4 REPORTS

.1 Report of the Executive Committee

At a Special meeting held on December 5, two versions of the revised academic calendars were presented and approved. Two versions were presented depending on the common front strike days.

At a Special meeting on December 14, the following were approved:

- The position of Computer Technician (ISIT-428) was reclassified to Computer Technician, Principal Class (ISIT-444) effective July 5, 2023.
- Isabelle Carrier was appointed interim Dean of Academic Development effective January 2, 2024.
- Jonathon Sumner was appointed interim Dean of Social Science and Business Technologies effective January 2, 2024.

At a Special meeting on January 24, Mr. Pierre Lefebvre was appointed Coordinator Auxiliary Services in Facilities Management.

At a regular meeting of the Executive Committee on February 7, the following were approved:

- A maintenance contract was awarded for 28 months to GE Healthcare for the diagnostic imaging equipment in the amount of \$186,178.
- A contract was awarded for the replacement of exterior steel doors to Construction Landreville Lussier in the amount of \$239,151.
- A revision to the 2023-24 Academic Calendar (Winter 2024) was approved.
- A contract for the design development and maintenance of the Saltise digital platform was awarded by mutual agreement to LittleBox Inc. until June 30, 2025 in the amount of \$120,000 and authorized the Academic Dean to sign all related documents.

The following Staffing Changes 2023-24 were approved:

- Position STSV-449 in Student Services, Administrative Support Agent, Class II was created effective February 8.
- Position STSV-446, Student Services was abolished due to the creation of the previous job creation.
- There were four reclassifications approved in Student Services due to a newly signed agreement with the Comité patronal de négociation des collèges and la Fédération du personnel professionnel des collèges.

.2 Report of the Chair of the Board

Michael Goldwax announced to the Board that Monique Magnan, Director of Student Services will be retiring and that this is her last Board meeting. Mr. Goldwax thanked Mme Magnan for her valued service to the college. Mr. Goldwax congratulated Sean Smith on his appointment as President of the Dawson College Foundation, Mr. Smith is replacing Steve Hatajlo. Mr. Hatajlo served several years as President of the Foundation and helped in growing it to the level it is at now. Mr. Goldwax thanked Mr. Hatajlo for his dedication.

.3 Report of the Director General

Diane Gauvin stated that the Nursing program has moved into new spaces at the Forum with additional classrooms and that for the fall semester, five more additional classrooms will be added. The firm Avison Young, a commercial real estate company, has been hired to help us move forward with rental of much needed space. The objective is to sign an agreement with a property owner by the end of 2024. Unknown to us is the time it will take for the MES, SQI, SCT, MFQ and politicians to render a decision.

The Commission d'évaluation de l'enseignement collégial (CEEC), has rendered their evaluation and stated that it judges, in a general aspect, that the college's quality assurance system and its management guarantee continuous improvement of quality. Our strengths are: Data collection for programs; the Quality Assurance and Planning Office; continuous process to revise ISEP; our First year Office and pedagogical innovation.

Mme Gauvin also stated that each action in the strategic plan has been assigned to a manager. They will develop an action plan with specific sub actions and clear deadlines. Software will be used to track the development. The community will be involved.

Mme Gauvin stated that Monique Magnan, Director of Student Services will begin her well-deserved retirement on March 1 after 5 1/2 years with the college. Monique came to Dawson with a wealth of experience after having worked at other cégeps, and helped transform the Student Services department into what it is today. She was always a great advocate for students and for her department.

.4 Report of the Academic Dean

Leanne Bennett reported that with regards to Law 14, a survey is being sent to teachers to ask who can teach in French. Application numbers for the Fall semester are 13,000.

.5 Report of the Chair of Senate

Marianne Pelton reported that Senate met in December to discuss changes to the Academic Calendar in light of strike actions. Senate recommended a calendar that moved most exams to January, with the intention of allowing teachers and students to adequately prepare for exams to promote student success.

Senate saw multiple minor program revisions in January and February, from Interior Design, Nursing, Arts Literature and Communication, Liberal Arts, and Radiation Oncology Technology. In all cases Senate recommended revisions proposed by the programs. Senate also recommended a new Attestation of College Studies program in Cybersecurity: Prevention and Intervention.

Senate also recommended revisions to the grids of all DEC programs to implement the next phase of Law 14, the Charter of the French Language. Senate received the list of program-specific courses that will be taught in French, as well as the placement in program grids courses “of” French that will be taken by students with English eligibility certificates who are “weak” in French.

Finally, Senate recommended an Academic Calendar for 2024/25

.6 Report of the Director of Finance

.1 Budget Variance Operating Expenses Report

Glenys Ronnie, Director of Finance highlighted that the strike days affected the budget with lower salaries although the Ministry will take back the funding. Security expenses were higher and ContEd is at a level that it is expected it to be at.

540.5 BUSINESS ARISING FROM THE MINUTES

540.6 NEW BUSINESS

.1 Renewal Request for Recognition of CRISPESH as CCTT-PSN

Serge Brasset, the Interim Director of CRISPESH stated that CCTT's are subject to periodic evaluations by the Ministry. Two documents are required by the Ministry for evaluation purposes which are the Five-Year Report 2018-23 and the five-year Strategic Plan.,

*i) Il est proposé par Sean Smith, appuyé par Steve Hatajlo, **QUE LE FORMULAIRE DE BILAN QUINQUENNAL 2018-2023 DU CRISPESH SOIT ADOPTÉ TEL QUE PRÉSENTÉ.***

La motion est adoptée à l'unanimité.

*ii) Il est proposé par Stéphane Beudet, appuyé par Cynthia Martin, **QUE LE***

PLAN STRATÉGIQUE QUINQUENNAL 2023-2028 DU CRISPESH SOIT ADOPTÉ TEL QUE PRÉSENTÉ.

La motion est adoptée à l'unanimité.

*iii) Il est proposé par Isabelo Beli-En David, appuyé par Angie Gugliotti, **QUE LES DOCUMENTS REQUIS POUR L'ÉVALUATION QUINQUENNALE DU CRISPESH COMME CCTT-PSN SOIENT SOUMIS AU MINISTÈRE DE L'ENSEIGNEMENT SUPÉRIEUR.***

La motion est adoptée à l'unanimité.

i) (It was moved by Sean Smith, seconded by Steve Hatajlo, **THAT THE CRISPESH 2018-2023 FIVE-YEAR REPORT BE ADOPTED AS PRESENTED.**)

(The motion was adopted unanimously.)

ii) (It was moved by Stéphane Beaudet, seconded by Cynthia Martin, **THAT THE CRISPESH 2023-2028 STRATEGIC PLAN BE ADOPTED AS PRESENTED.**)

(The motion was adopted unanimously.)

iii) (It was moved by Isabelo Beli-En David, seconded by Angie Gugliotti, **THAT THE DOCUMENTS REQUIRED FOR THE FIVE-YEAR EVALUATION OF CRISPESH AS CCTT-PSN BE SUBMITTED TO THE MINISTRY OF HIGHER EDUCATION.**)

(The motion was adopted unanimously.)

.2 Radiation Oncology Technology (142.D0) Minor Program Revision.

Leanne Bennett stated that the Fundamentals of Radiation Oncology course will now be taught at Dawson instead of McGill's Medical Physics Unit. It is an introductory course and the Dawson Physics Department is well placed to teach it.

*Il est proposé par Sean Smith, appuyé par by Stéphane Beaudet, **QUE LES RÉVISIONS DU PROGRAMME TECHNOLOGIE DE RADIODIAGNOSTIC (142.D0) SOIENT ADOPTÉES PAR LE CONSEIL D'ADMINISTRATION AVEC UNE DATE DE MISE EN ŒUVRE À L'AUTOMNE 2024.***

La motion est adoptée à l'unanimité.

(It was moved by Sean Smith, seconded by Stéphane Beaudet, **THAT THE REVISIONS TO THE RADIATION ONCOLOGY TECHNOLOGY PROGRAM (142.D0) BE ADOPTED BY THE BOARD OF GOVERNORS, WITH AN IMPLEMENTATION DATE OF FALL 2024.**)

(The motion was adopted unanimously.)

.3 Arts, Literature and Communication (500.A1) Minor Program Revision

Leanne Bennett stated that an internal information evaluation took place and there was a change in course titles.

*Il est proposé par Cynthia Martin, appuyé par Derrick Essou, **QUE LES RÉVISIONS DU PROGRAMME ARTS, LETTRES ET COMMUNICATION (500.A1) SOIENT ADOPTÉES PAR LE CONSEIL D'ADMINISTRATION AVEC UNE DATE DE MISE EN ŒUVRE À L'AUTOMNE 2024.***

La motion est adoptée à l'unanimité.

(It was moved by Cynthia Martin, seconded by Derrick Essou, THAT THE REVISIONS TO THE ARTS, LITERATURE AND COMMUNICATION PROGRAM (500.A1) BE ADOPTED BY THE BOARD OF GOVERNORS, WITH AN IMPLEMENTATION DATE OF FALL 2024.)

(The motion was adopted unanimously.)

.4 Liberal Arts (700.B0) Minor Program Revision

Leanne Bennett stated that the Liberal Arts Program has been revised in response to new objectives and competencies set by the Ministry of Education, through the revision of the Social Science Program and the minor program revision of the Arts, Literature and Communication program.

*Il est proposé par Cynthia Martin, appuyé par Stéphane Beaudet, **QUE LES RÉVISIONS DU PROGRAMME HISTOIRE ET CIVILISATION (700.B0) SOIENT ADOPTÉES PAR LE CONSEIL D'ADMINISTRATION AVEC UNE DATE DE MISE EN ŒUVRE À L'AUTOMNE 2024.***

La motion est adoptée à l'unanimité.

(It was moved by Cynthia Martin, seconded by Stéphane Beaudet, THAT THE REVISIONS TO THE LIBERAL ARTS PROGRAM (700.B0) BE ADOPTED BY THE BOARD OF GOVERNORS, WITH AN IMPLEMENTATION DATE OF FALL 2024.)

(The motion was adopted unanimously.)

.5 Interior Design Techniques (570.E0) Minor Program Revision

Leanne Bennett stated that the revisions are a change in the assignment of a competency to a course and a change to course ponderation.

*Il est proposé par Isabelo Beli-En David, appuyé par Angie Gugliotti, **QUE LES RÉVISIONS DU PROGRAMME TECHNIQUES DE DESIGN D'INTÉRIEUR (570.E0) SOIENT ADOPTÉES PAR LE CONSEIL D'ADMINISTRATION AVEC UNE DATE DE MISE EN ŒUVRE À L'AUTOMNE 2024.***

La motion est adoptée à l'unanimité.

(It was moved by Isabelo Beli-En David, seconded by Angie Gugliotti, THAT THE REVISIONS TO THE INTERIOR DESIGN TECHNIQUES PROGRAM (570.E0) BE ADOPTED BY THE BOARD OF GOVERNORS, WITH AN IMPLEMENTATION DATE OF FALL 2024.)

(The motion was adopted unanimously.)

.6 Nursing (180.A0) Minor Program Revision

Leanne Bennett stated that the Program has been revised with a change to its admission requirements.

*Il est proposé par Linda Campione, appuyé par Karina D'Ermo, **QUE LES RÉVISIONS DU PROGRAMME SOINS INFIRMIERS (180.A0) SOIENT ADOPTÉES PAR LE CONSEIL D'ADMINISTRATION AVEC UNE DATE DE MISE EN ŒUVRE À L'AUTOMNE 2025.***

La motion est adoptée à l'unanimité.

(It was moved by Linda Campione, seconded by Karina D'Ermo, **THAT THE REVISIONS TO THE NURSING PROGRAM (180.A0) BE ADOPTED BY THE BOARD OF GOVERNORS, WITH AN IMPLEMENTATION DATE OF FALL 2025.**)

(The motion was adopted unanimously.)

.7 ACS Cybersecurity: Prevention and Intervention (LEA.D8) – New Program

Susie Bouchard from the Continuing Education and Community Services Department presented this item. The Attestation of College Studies (AEC) Cybersecurity: Prevention and Intervention program has been developed in response to an increase in demand for cybersecurity skills in Montreal, in alignment with industry needs.

*Il est proposé par Steve Hatajlo, appuyé par Jamie Singerman, **QUE LE NOUVEAU PROGRAMME AEC CYBERSÉCURITÉ : PRÉVENTION ET INTERVENTION (LEA.D8) SOIT ADOPTÉ PAR LE CONSEIL D'ADMINISTRATION AVEC UNE DATE DE MISE EN ŒUVRE À L'AUTOMNE 2024.***

La motion est adoptée à l'unanimité.

(It was moved by Steve Hatajlo, seconded by Jamie Singerman **THAT THE NEW ACS CYBERSECURITY: PREVENTION AND INTERVENTION PROGRAM (LEA.D8) BE ADOPTED BY THE BOARD OF GOVERNORS, WITH AN IMPLEMENTATION DATE OF FALL 2024.**)

(The motion was adopted unanimously.)

.8 Revision Program Grids to Implement Phase 2 of Implementation of Charter of the French Language

Leanne Bennet stated that as part of phase 2 of the implementation of the changes to the Charter of the French Language, changes have been made to the sequencing of general education courses – French, Humanities, Physical Education and complementary courses – in the grids of all programs. With the implementation of the Charter, every program will now have 3 grid options: (1) students who do not hold a certificate of eligibility, (2) students who hold a certificate of eligibility, (3) students who hold a certificate of eligibility who are weak in French.

*Il est proposé par Cynthia Martin, appuyé par Derrick Essou, **QUE LES GRILLES DE PROGRAMME RÉVISÉES EN RÉPONSE À LA CHARTE DE LA LANGUE FRANÇAISE, SOIENT ADOPTÉES PAR LE CONSEIL D'ADMINISTRATION AVEC UNE DATE DE MISE EN ŒUVRE À L'AUTOMNE 2024.***

La motion est adoptée à l'unanimité.

(It was moved by Cynthia Martin, seconded by Derrick Essou, THAT THE PROGRAM GRIDS REVISED IN RESPONSE TO THE CHARTER OF THE FRENCH LANGUAGE, BE ADOPTED BY THE BOARD OF GOVERNORS, WITH AN IMPLEMENTATION DATE OF FALL 2024.)

(The motion was adopted unanimously.)

.9 Revision Program Grids for the Implementation of Charter of the French Language – Kiuna English Programs

Leanne Bennett stated that as part of the implementation of the changes to the Charter of the French Language, changes have been made to the sequencing of general education courses – French, Humanities, Physical Education and complementary courses – in the grids of English Kiuna programs. With the implementation of the Charter, every program will now have 2 grid options: (1) students who hold a certificate of eligibility, (2) students who hold a certificate of eligibility who are weak in French. English Programs from Kiuna will not be available for non-certificate holders.

*Il est proposé par Sean Smith, appuyé par Cynthia Martin, **QUE LES GRILLES DE PROGRAMME RÉVISÉES EN RÉPONSE À LA CHARTE DE LA LANGUE FRANÇAISE POUR KIUNA, SOIENT ADOPTÉES PAR LE CONSEIL D'ADMINISTRATION AVEC UNE DATE DE MISE EN ŒUVRE À L'AUTOMNE 2024.***

La motion est adoptée à l'unanimité.

(It was moved by Sean Smith, seconded by Cynthia Martin, THAT THE PROGRAM GRIDS REVISED IN RESPONSE TO THE CHARTER OF THE FRENCH LANGUAGE FOR KIUNA, BE ADOPTED BY THE BOARD OF GOVERNORS, WITH AN IMPLEMENTATION DATE OF FALL 2024.)

(The motion was adopted unanimously.)

.10 2024-2025 Academic Calendar

Leanne Bennett presented the Calendar.

*Il est proposé par Steve Hatajlo, appuyé par Sean Smith, **QUE LES DATES D'ENSEIGNEMENT ET D'ÉVALUATION PRÉSENTÉES DANS LE CALENDRIER ACADÉMIQUE 2024-2025 SOIENT APPROUVÉES.***

La motion est adoptée à l'unanimité.

(It was moved by Steve Hatajlo, seconded by Sean Smith, THAT THE TEACHING AND EVALUATION DATES PRESENTED IN THE 2024-2025 ACADEMIC CALENDAR BE APPROVED.)

(The motion was adopted unanimously.)

.11 Delegation of Authority – Preliminary Enrolment Projections Fall 2024

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 projections subject to ratification by the Board.

*Il est proposé par Angie Gugliotti, appuyé par Stéphane Beudet, **QUE LE CONSEIL D'ADMINISTRATION DÉLÈGUE AU COMITÉ EXÉCUTIF LE POUVOIR D'APPROUVER LES PRÉVISIONS D'INSCRIPTIONS POUR L'AUTOMNE 2024, SOUS RÉSERVE DE RATIFICATION PAR LE CONSEIL D'ADMINISTRATION**.*

La motion est adoptée à l'unanimité.

(It was moved by Angie Gugliotti, seconded by Stéphane Beudet, **THAT THE BOARD OF GOVERNORS DELEGATES TO THE EXECUTIVE COMMITTEE AUTHORITY TO APPROVE THE ENROLMENT PROJECTION FOR FALL 2024, SUBJECT TO RATIFICATION BY THE BOARD.**)

(The motion was adopted unanimously.)

.12 Revision of the Policy on Sexual Violence

Monique Magnan, Director of Student Services presented the revisions. A discussion ensued.

*Il est proposé par Sean Smith, appuyé par Diane Gauvin, **QUE LES MODIFICATIONS À LA POLITIQUE SUR LES VIOLENCES À CARACTÈRE SEXUEL SOIENT ADOPTÉES ET PRENNENT EFFET IMMÉDIATEMENT.***

The following amendments were proposed:

It was moved by Émilie Richer, seconded by Cynthia Martin **to strike the last bullet in sections 4.6 and 4.7 with 6 in favour and 4 abstentions.**

It was moved by Derrick Essou, seconded by Isabelo Beli-En David **to strike the second bullet in article 5 with 6 in favour, one against and one abstention.**

La motion a été adoptée avec 7 voix pour tous les amendements.

(The amended motion was adopted with 7 in favour)

.13 Renovation Contract – Finance Department Offices

Samuel V. Saint-Hilaire, Director of Facilities Management stated that following the tendering process, the lowest bid is about 35% lower than the consolidated estimated value. There were no irregularities in the tendering process.

*Il est proposé par Jamie Singerman, appuyé par Sean Smith, **QUE LE CONSEIL D'ADMINISTRATION ATTRIBUE LE CONTRAT DE RÉNOVATION DES***

BUREAUX DU DÉPARTEMENT DE FINANCE À MONTARVILLE GESTION ET CONSTRUCTION INC. POUR UN MONTANT DE 347 957 \$ HORS TAXES.

La motion est adoptée à l'unanimité.

(It was moved by Jamie Singerman, seconded by Sean Smith, **THAT THE BOARD OF GOVERNORS AWARDS THE CONTRACT FOR THE RENOVATION OF THE FINANCE DEPARTMENT OFFICES TO MONTARVILLE GESTION ET CONSTRUCTION INC. IN THE AMOUNT OF \$347,957 EXCLUDING TAXES.**)

(The motion was adopted unanimously.)

.14 Skytech Expenses

François Paradis, Director of Information Systems and Technologies stated that the College has maintenance and support agreements with Skytech Communications Inc. Combined cost for the contract for 2023-24 is \$566,136 which represents an increase of 5.1% over last year.

Il est proposé par Sean Smith, appuyé par Steve Hatajlo, **QU'UN PAIEMENT DE 566 136 \$ HORS TAXES POUR LES FRAIS DE SKYTECH SOIT APPROUVÉ.**

La motion est adoptée avec une abstention.

(It was moved by Sean Smith, seconded by Steve Hatajlo, **THAT PAYMENT OF SKYTECH EXPENSES OF \$566,136 BEFORE TAXES BE APPROVED.**)

(The motion was adopted with one abstention.)

.15 Adoption of the Minutes of the 538th Meeting (in camera)

It was moved by Sean Smith, seconded by Steve Hatajlo **TO ADOPT THE MINUTES OF THE 538TH MEETING (IN CAMERA)**

The motion was adopted unanimously.

540.7 VARIA

540.8 ADJOURNMENT

The meeting adjourned at 9:25 p.m.

Signatures:

Michael Goldwax
Board Chair

François Paradis
Director, Corporate Affairs

