

Lakeside View  *Global Vision*
CEGEP JOHN ABBOTT COLLEGE

BOARD OF GOVERNORS

348th REGULAR BOARD MEETING – SEPTEMBER 11, 2012 – 19:00 – SH-104

Present:	Joanne Simoneau-Polenz, Chair Ginette Sheehy, Director General Louise Arsenault Jeff Bedard Darryl Climan Jeffrey Derevensky Dylan Finn-Gagné Sergio Fratarcangeli Bill Mahon Charles Morris Andre Mumme Cynthia Némorin, Vice-Chair Line Roussin William Russell Erich Schmedt, Academic Dean Nabil Shah Nathalie Wong Kee Song Gerald Stachrowski, Director of Corporate affairs Nathalie Hallé, Recording Secretary	Regrets:	Patrick Burns Melissa Reis
By invitation:	Dennis Waide, Director, Student Services		

The Chair, Joanne Simoneau-Polenz, welcomed Board members and Directors to the first meeting of the 2012-2013 academic year. She introduced and welcomed to the Board:

Jeffrey Derevensky, newly appointed member representing the University category; Louise Arsenault, newly appointed member representing the Business Community; Line Roussin, newly appointed member representing Manpower; Dylan Finn-Gagné, newly acclaimed student representing the technical studies sector and Nabil Shah, newly elector student representing the pre-university sector.

348-01 **ACCEPTANCE OF AGENDA**

It was moved by Andre Mumme, seconded by Bill Mahon, and carried

THAT the Board approve the Agenda as presented.

348-02 **MINUTES – 347th BOARD MEETING**

It was moved by Charles Morris, seconded by Jeff Bedard, and carried

THAT the Minutes of the 347th Board meeting be approved as presented.

348-03 **BUSINESS ARISING FROM THE 347th MEETING**

Appointment of the Executive Committee 2012-2013 – Amendment

It was moved by Cynthia Némorin, seconded by Andre Mumme, and carried

THAT Resolution 347-18 "Appointment of the Executive Committee 2012-2013" be amended to appoint Dylan Finn-Gagné as the student representative to the Executive Committee of the Board for the 2012-2013 academic year.

348-04 **REPORT OF THE EXECUTIVE COMMITTEE**

The Director General reviewed the decisions taken by the Executive Committee since the last Board meeting in June.

348-05 **CHANGE OF DATE FOR THE OCTOBER 2012 REGULAR BOARD MEETING
FROM OCTOBER 30 TO OCTOBER 22**

It was moved by Andre Mumme, seconded by Nathalie Wong Kee Song, and carried

THAT the regular Board meeting scheduled for October 30 be held on Monday, October 22, 2012.

348-06 **ANALYSE DU RAPPORT FINANCIER 2010-2011**

The Director of Administrative Services and Corporate Affairs explained the different aspects of the analysis received from the MELS of John Abbott College's 2010-2011 Financial report. Following adjustments the College's surplus increased by \$102,968.00.

RÉGIME D'EMPRUNTS À LONG TERME

ATTENDU QUE, conformément à l'article 78 de la Loi sur l'administration financière (L.R.Q., c. A-6.001), le Collège d'enseignement général et professionnel JOHN ABBOTT (l'« **Emprunteur** ») désire instituer un régime d'emprunts lui permettant d'effectuer, de temps à autre d'ici le **30 juin 2013**, des transactions d'emprunt à long terme d'au plus **15 500 000 \$**;

ATTENDU QUE, conformément à l'article 83 de la Loi sur l'administration financière, l'Emprunteur désire prévoir, dans le cadre de ce régime d'emprunts, que le pouvoir d'emprunt 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 un régime d'emprunts visant les emprunts à long terme à être contractés par l'Emprunteur, d'établir le montant maximum des emprunts qui pourront être effectués en vertu de celui-ci, d'établir les caractéristiques et limites relativement aux emprunts à y être effectués et d'autoriser des dirigeants de l'Emprunteur à conclure toute transaction d'emprunt en vertu de ce régime, à en établir les montants et les autres caractéristiques et à accepter les modalités et conditions relatives à chacune de ces transactions;

ATTENDU QUE la ministre de l'Éducation, du Loisir et du Sport (la « **Ministre** ») a autorisé l'institution par l'Emprunteur du présent régime d'emprunts, selon les conditions auxquelles réfère sa lettre du **28 juin 2012**;

SUR LA PROPOSITION DE Louise Arsenault, appuyée par Cynthia Némorin,
IL EST RÉSOLU :

1. **QU'**un régime d'emprunts, en vertu duquel l'Emprunteur peut, sous réserve des caractéristiques et limites énoncées ci-après, effectuer de temps à autre, d'ici le **30 juin 2013**, des transactions d'emprunts à long terme d'au plus **15 500 000 \$**, soit institué (le « **Régime d'emprunts** »);
2. **QUE** les transactions d'emprunts à long terme effectués par l'Emprunteur en vertu du Régime d'emprunts soient sujettes 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 2012 au 30 juin 2013** et comprises dans la période visée au paragraphe 1, effectuer des transactions d'emprunts qui auraient pour effet que le montant total approuvé pour l'Emprunteur, pour 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 une transaction d'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 transaction d'emprunt ne pourra être effectuée qu'en monnaie légale du Canada, sur le marché canadien ou auprès de Financement-Québec;*
 - d) les transactions d'emprunts seront effectuées par l'émission de titres d'emprunt sur le marché canadien (les « **Obligations** ») ou auprès de Financement-Québec;*
 - e) le produit de chaque transaction d'emprunt ne pourra servir, outre le paiement des frais inhérents à l'emprunt concerné que pour financer les dépenses d'investissement et les dépenses inhérentes aux investissements de l'Emprunteur subventionnées par la Ministre;*
- 3. QU'aux fins de déterminer le montant total auquel réfère le paragraphe 1 ci-dessus et le montant auquel réfère l'alinéa a) du paragraphe 2 ci-dessus, on ne tient compte que de la valeur nominale des emprunts effectués par l'Emprunteur;*
- 4. QUE, dans le cas où les emprunts sont effectués par l'émission d'Obligations, l'Emprunteur accorde au ministre des Finances le mandat irrévocable, pendant la durée du Régime d'emprunts :*
- a) de placer, pour le compte de l'Emprunteur, les emprunts autorisés en vertu du Régime d'emprunts, sous réserve des limites qui y sont énoncées et des caractéristiques qui y sont stipulées;*
 - b) de convenir, pour le compte de l'Emprunteur, des modalités financières des émissions d'obligations avec les preneurs fermes de ces émissions qu'il aura choisis ;*
 - c) de retenir, pour le compte de l'Emprunteur, les services de tout conseiller juridique, de toute société de fiducie et le cas échéant, d'un imprimeur et de convenir des modalités de la rétention de tel conseiller; de telle société de fiducie et, le cas échéant, de l'imprimeur.*
- 5. QUE, dans le cas où les transactions d'emprunt en vertu du Régime d'emprunts sont effectuées par l'émission d'Obligations, chacune de ces transactions comporte les caractéristiques suivantes :*
- a) la société de fiducie désignée par le ministre des Finances, agissant pour le compte de l'Emprunteur, agira comme fiduciaire pour les porteurs d'obligations;*
 - b) le conseiller juridique désigné par le ministre des Finances, agissant pour le compte de l'Emprunteur, verra à préparer la documentation pertinente et à émettre un avis juridique sur la validité de l'emprunt et de l'émission d'obligations;*
 - c) l'imprimeur désigné par le ministre des Finances, agissant pour le compte de l'Emprunteur, verra à imprimer les certificats individuels d'obligations qui pourraient, dans les circonstances mentionnées à l'alinéa n) ci-après, être*

émis en échange du certificat global;

- d) une circulaire d'offre relative à l'émission d'obligations sera émise par l'Emprunteur;*
- e) une fiducie d'utilité privée sera constituée par l'Emprunteur en vertu de la convention de fiducie principale ou, le cas échéant, de la convention de fiducie supplémentaire au bénéfice des porteurs d'obligations et la société de fiducie qui sera désignée par le ministre des Finances, agissant pour le compte de l'Emprunteur, sera chargée de veiller à l'affectation de la créance de l'Emprunteur lui résultant de la subvention gouvernementale qui lui sera accordée, à l'administration du patrimoine fiduciaire qui sera constitué et à l'application de la convention de fiducie pertinente;*
- f) les signataires ci-après autorisés de l'Emprunteur, sont autorisés à livrer le certificat global et les certificats d'obligations qui pourraient, le cas échéant, être émis en échange du certificat global à la société de fiducie précitée pour permettre à cette dernière de les certifier, à signer tous les documents nécessaires à cette fin et à leur livraison définitive à Services de dépôt et de compensation CDS Inc. (« CDS ») ou, le cas échéant, selon les instructions de CDS;*
- g) les Obligations seront émises en vertu d'une convention de fiducie principale ou, le cas échéant, d'une convention de fiducie supplémentaire conclue entre l'Emprunteur, la société de fiducie et, à titre d'intervenant, la Ministre et les Obligations seront régies par ces conventions de fiducie;*
- h) dans la mesure où l'Emprunteur a déjà conclu une convention de fiducie principale avec la société de fiducie et la Ministre permettant l'émission d'obligations inscrites en compte auprès de CDS, la convention de fiducie principale à laquelle on réfère ci-dessus sera cette convention de fiducie déjà conclue;*
- i) par ailleurs, dans la mesure où l'Emprunteur n'a pas conclu une telle convention de fiducie principale, la convention de fiducie principale à laquelle on réfère ci-dessus sera celle dont le texte aura été porté en annexe au contrat de prise ferme des obligations conclu par le ministre des Finances, agissant pour le compte de l'Emprunteur, et qui sera par la suite conclue entre ce dernier, la société de fiducie et la Ministre;*
- j) la convention de fiducie supplémentaire à laquelle on réfère ci-dessus sera celle dont le texte aura été porté en annexe au contrat de prise ferme des obligations conclu par le ministre des Finances, agissant pour le compte de l'Emprunteur, et qui sera par la suite conclue entre ce dernier, la société de fiducie et la Ministre;*
- k) les Obligations seront vendues en vertu du contrat de prise ferme à intervenir entre le ministre des Finances, agissant pour le compte de l'Emprunteur, et les preneurs fermes des Obligations aux prix et suivant les modalités dont ils conviendront;*
- l) les Obligations seront inscrites en compte auprès de CDS, pourvu que CDS*

demeure un organisme d'autoréglementation reconnu par l'Autorité des marchés financiers du Québec, ou auprès de toute chambre de dépôt et de compensation qui aurait succédé à CDS pourvu qu'il s'agisse d'un organisme d'autoréglementation ainsi reconnu;

- m) les Obligations seront émises en coupures de 1 000 \$ ou de multiples entiers de ce montant et seront représentées par un certificat global pour leur pleine valeur nominale ou par un certificat global pour chaque tranche d'Obligations s'il devait y avoir plusieurs tranches, déposé auprès de CDS et immatriculé au nom du propriétaire pour compte désigné par CDS, au bénéfice des porteurs non inscrits des Obligations et dont les intérêts respectifs dans celles-ci seront attestés par des inscriptions dans des registres;*
- n) si CDS cessait d'agir comme dépositaire du certificat global, si CDS cessait d'être un organisme d'autoréglementation reconnu par l'Autorité des marchés financiers du Québec sans être remplacé par un tel organisme dans les trente (30) jours ou si l'Emprunteur désirait remplacer le certificat global par des certificats individuels d'obligations, les Obligations seraient alors représentées par des certificats individuels d'obligations entièrement immatriculés en coupures de 1 000 \$ ou de multiples entiers de ce montant;*
- o) le paiement du capital et des intérêts sur les Obligations inscrites en compte auprès de CDS et représentées par un certificat global se fera par voie de crédit fait par CDS au compte respectif de ses adhérents qui détiennent des Obligations et par voie de crédit fait par ces derniers au compte respectif des porteurs non inscrits d'obligations qu'ils représentent;*
- p) s'il devait y avoir des certificats individuels d'obligations émis en remplacement du certificat global, le paiement des intérêts sur les certificats individuels d'obligations se ferait alors soit par chèque ou traite payable au pair et tiré sur une banque régie par la Loi sur les banques et les opérations bancaires (L.C. 1991, c. 46) ou sur une coopérative de services financiers régie par la Loi sur les coopératives de services financiers (L.R.Q., c. C-67.3), soit par virement de fonds dans un compte maintenu par le porteur inscrit du certificat individuel d'obligation concerné auprès d'un établissement financier dont l'identification aura été communiquée à la société de fiducie;*
- q) dans le cas d'Obligations inscrites en compte auprès de CDS et représentées par un certificat global, la société de fiducie agira comme agent payeur;*
- r) dans le cas d'Obligations représentées par des certificats individuels d'obligations, l'agent payeur sera la société de fiducie pour ce qui est du paiement des intérêts et, pour ce qui est du paiement du capital, toute succursale au Canada des banquiers de l'Emprunteur ou, au choix de ce dernier, toute coopérative de services financiers régie par la Loi sur les coopératives de services financiers et La Caisse centrale Desjardins du Québec, à Montréal;*
- s) tout versement d'intérêt en souffrance sur les Obligations portera lui-même*

intérêt au même taux que celui que comportent les obligations concernées;

- t) les Obligations ne seront pas remboursables par anticipation au seul gré de l'Emprunteur mais elles seront cependant achetables par lui sur le marché par soumission, de gré à gré ou par tout autre mode que l'Emprunteur estimera approprié, les Obligations ainsi achetées pouvant être réémises par l'Emprunteur en tout temps avant leur échéance;*
 - u) dans la mesure où des certificats individuels d'obligations seraient émis, ils seront échangeables, sans frais pour leurs porteurs inscrits, pour une valeur nominale globale égale de certificats individuels d'obligations de toutes coupures autorisées et de mêmes caractéristiques pourvu que le nombre réclamé de certificats individuels d'obligations soit, de l'avis de la société de fiducie, raisonnable dans les circonstances;*
 - v) le certificat global et les certificats individuels d'obligations qui pourraient, le cas échéant, être émis en échange du certificat global, seront signés, au nom de l'Emprunteur, par l'un ou l'autre des signataires ci-après autorisés, pourvu qu'ils soient deux agissant conjointement, ces signatures pouvant être remplacées par un fac-similé imprimé ou autrement reproduit qui aura le même effet qu'une signature manuscrite; le certificat global et les certificats individuels d'obligations, s'il en était, comporteront de plus un certificat de la société de fiducie, sous la signature de l'un de ses représentants autorisés;*
 - w) le certificat global et les certificats individuels d'obligations qui pourraient, le cas échéant, être émis en échange du certificat global, seront rédigés en la forme, porteront les numéros d'ordre et comporteront les énonciations non substantiellement incompatibles avec les dispositions des présentes que détermineront les représentants de l'Emprunteur qui les signeront;*
 - x) les Obligations seront garanties par le transfert à un patrimoine fiduciaire détenu par la société de fiducie de la créance que représente pour l'Emprunteur la subvention qui sera accordée à l'Emprunteur par la Ministre, au nom du gouvernement du Québec, pour pourvoir au paiement en capital et intérêts des Obligations de cette émission, étant entendu que ni l'Emprunteur ni la société de fiducie ne pourront exiger que les sommes devant être déposées auprès du ministre des Finances pour former un fonds d'amortissement leur soient remises par le ministre des Finances avant les dates prévues pour le paiement du capital des Obligations; et*
 - y) les Obligations comporteront les modalités financières qui seront agréées par le ministre des Finances, agissant pour le compte de l'Emprunteur, et par les preneurs fermes des Obligations lors de leur vente.*
- 6. QUE** *l'Emprunteur soit autorisé à payer, à même le produit de chaque emprunt effectué par l'émission d'Obligations, et en accord avec la tarification établie par le ministre des Finances, les honoraires et débours de la société de fiducie, des conseillers juridiques et de l'imprimeur dont les services auront été retenus par le ministre des Finances, agissant pour le compte de l'Emprunteur;*
- 7. QUE** *l'Emprunteur soit autorisé, le cas échéant, à payer les honoraires annuels de*

la société de fiducie, dont les services auront été retenus, en accord avec la tarification établie par le ministre des Finances;

8. **QUE** dans le cas où les transactions d'emprunt en vertu du Régime d'emprunts sont effectuées **auprès de Financement-Québec**, celles-ci 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, en tenant compte du montant qui pourrait être alloué à une ou des transactions d'emprunts effectuées par l'émission d'Obligations, et ce aux termes d'une seule et unique convention de prêt devant être conclue entre l'Emprunteur et Financement-Québec;*

b) *pour chaque emprunt, aux fins d'attester sa dette envers Financement-Québec, l'Emprunteur lui remettra un billet fait à l'ordre de Financement-Québec;*

c) *chaque emprunt ainsi contracté comportera les modalités financières qui seront déterminées conformément au décret numéro 238-2000 du 8 mars 2000, tel que ce décret pourra être modifié ou remplacé de temps à autre; et*

d) *aux fins 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 de Financement-Québec.*

9. **QUE** l'Emprunteur soit autorisé à payer, à même le produit de chaque emprunt contracté auprès de Financement-Québec aux termes du Régime d'emprunts, les frais d'émission et les frais de gestion qui auront été convenus;

10. **QUE** l'un ou l'autre des dirigeants suivants :

La présidente du conseil d'administration, ou la directrice générale, ou le directeur des services administratifs/affaires corporatives de l'Emprunteur, pourvu qu'ils soient deux agissant conjointement, soit autorisé, au nom de l'Emprunteur, à signer les conventions de fiducie principale et supplémentaire, les certificats globaux, les certificats individuels d'obligations, la convention de prêt, la convention d'hypothèque mobilière, le billet, à consentir à toutes les clauses et garanties non substantiellement incompatibles avec les dispositions des présentes, à recevoir le produit net des emprunts ou, le cas échéant, à consentir à ce qu'il soit reçu par la société de fiducie dont les services auront été retenus et à en donner bonne et valable quittance, à livrer, selon le cas, les certificats globaux, les certificats individuels d'obligations ou le billet, à apporter toutes les modifications à ces documents non substantiellement incompatibles avec les présentes, à poser tous les actes et à signer tous les documents, nécessaires ou utiles, pour donner plein effet aux présentes;

11. **QUE**, dans la mesure où l'Emprunteur a déjà adopté une résolution instituant un

régime d'emprunts à long terme, la présente résolution remplace la résolution antérieure, sans pour autant affecter la validité des emprunts conclus sous son autorité avant la date du Régime d'emprunts.

348-08 CAPITAL BUDGET 2012-2013 – AMENDMENT TO RESOLUTION 347-08

WHEREAS the Board of Governors at its June 12, 2012 meeting, passed resolution 347-08, setting the College's capital budget as provisional at **\$4,420,330**;

WHEREAS on July 20, 2012 John Abbott College was notified that the capital budget for the 2012-2013 fiscal year is set at **\$4 556 600**, an increase of **\$136 270**;

It was moved by Bill Mahon, seconded by Andre Mumme, and carried

THAT the Board of Governors amend Resolution 347-08, passed on June 12, 2012 to reflect the authorized new capital budget as **\$4,556.600.00** for the fiscal year 2012-2013.

348-09 LINE OF CREDIT 2012-2013 – OPERATIONAL BUDGET

It was moved by Andre Mumme, seconded by Charles Morris, and carried

THAT John Abbott College be authorized to borrow from the Canadian Imperial Bank of Commerce, 189 Hymus Boulevard, Pointe-Claire Branch,

- up to the sum of \$3,658,000 during the period of July 1, 2012 to August 31, 2012;
- up to the sum of \$7,839,000 during the period of September 1, 2012 to March 31, 2013;
- up to the sum of \$7,317,000 during the period of April 1, 2013 to June 30, 2013,

bearing interest at the rate in accordance with the letter of authority to borrow signed by Louise Pagé, *la sous-ministre du Ministère de l'Éducation, du Loisir et du Sport*, dated June 21, 2012 (Objet: *Autorisation de la marge de crédit – Fonds de fonctionnement pour l'année scolaire 2012-2013*);

and

THAT any two of the following officers of the College, the Director General, the Coordinator of Financial Services/Comptroller, the Academic Dean and the Director of Administrative Services and Corporate Affairs be authorized to sign for, on behalf of the College, all documents and instruments evidencing the said advances.

348-10 LINE OF CREDIT 2012-2013 – CAPITAL BUDGET

It was moved by Nathalie Wong Kee Song, seconded by Line Roussin, and carried

THAT John Abbott College be authorized to borrow from the Canadian Imperial Bank of Commerce, 189 Hymus Boulevard, Pointe-Claire Branch,

- up to the sum of \$11,616,000 during the period of July 1, 2012 to October 24, 2012;
- up to the sum of \$19,936,000 during the period of October 25, 2012 to October 31, 2012;
- up to the sum of \$21,635,000 during the period of November 1, 2012 to November 27, 2012;
- up to the sum of \$24,766,000 during the period of November 28, 2012 to June 30, 2013

bearing interest at the rate in accordance with the letter of authority to borrow signed by Louise Pagé, *la sous-ministre du Ministère de l'Éducation, du Loisir et du Sport*, dated June 26, 2012 (Objet: *Autorisation de la marge de crédit – Fonds des investissements Année scolaire 2012-2013*);

and

THAT any two of the following officers of the College, the Director General, the Coordinator of Financial Services/Comptroller, the Academic Dean and the Director of Administrative Services and Corporate Affairs be authorized to sign for, on behalf of the College, all documents and instruments evidencing the said advances.

348-11 APPOINTMENT OF BOARD AUDIT COMMITTEE

WHEREAS Policy No. 3 sets the composition of the Board Audit Committee as being comprised of the Director General, the Chair of the Board and two other Board members who are not employees of the College,

It was moved by Darryl Climan, seconded by William Russell, and carried

THAT the Board Audit Committee for the 2012-2013 fiscal year be composed of the Director General, Ginette Sheehy, the Chair of the Board, Joanne Simoneau-Polenz, Cynthia Némorin, Vice-Chair of the Board and Nathalie Wong Kee Song, with the Director of Administrative Services and Corporate Affairs and the Comptroller as resource persons;

and

THAT the Director General will chair the Committee.

348-12 NOTICE OF MOTION AS PER ARTICLE 2.7.16 OF BY-LAW 1 TO AMEND BY-LAW 5
"CONCERNING THE COLLEGE'S ACADEMIC COUNCIL"

The Academic Dean reviewed the proposed changes to By-law 5.

TABLED

In conformity to By-Law 1 "Concerning the General Administration of the College" Article 2.7.16 "Amendment or Revocation of By-Law"

2.7.16.1 The Board may amend or revoke its by-laws at any regular or special meeting. However, proposed amendments or revocations must be submitted in writing to all members at the previous regular meeting.

2.7.16.2 Resolutions assenting to by-laws, their modification or revocation, must be adopted by two-thirds of the votes expressed by members present who are entitled to vote.

The attached amendments to By-law 5 "Concerning the College's Academic Council" are tabled at the September 11, 2012 Board meeting to be voted on at the October 22, 2012 regular Board meeting.

WHEREAS the proposed amendments are tabled for Board members to forward to the Director of Corporate Affairs any feedback by Friday, October 5, 2012;

WHEREAS the Board of Governors at its October 22, 2012 regular meeting will consider the proposed tabled amendments and feedback received and vote to amend By-law 5 Concerning the College's Academic Council as deemed appropriate.

348-13 ACADEMIC CALENDAR 2012-2013 · AMENDMENTS

WHEREAS Section 306 of the election Act of the Province of Quebec states in part that "Every educational institution shall, on polling day, grant leave to those pupils and students who are electors";

WHEREAS the majority of John Abbott College students is of voting-age and to conform to the law the College has suspended all classes and labs on September 4, 2012 marked as Provincial Election Day;

WHEREAS the *Règlement sur le régime des études collégiales* states that a college must provide for 82 days of instruction and evaluation per semester;

WHEREAS the academic administration consulted the Academic Council and received a positive response to the modified 2012-2013 academic calendar;

348-13 a) Day Division

It was moved by Andre Mumme, seconded by Nabil Shah, and carried

THAT the Board approve the amendments to the Day Division Academic Calendar for the 2012-2013 academic year, as presented by the Academic Dean.

Article 12 of the CEGEP ACT applied and no employee Board member, with the exception of the Director General and the Academic Dean, were eligible to vote.

348-13 b) Continuing Education

It was moved by Jeff Bedard, seconded by Nathalie Wong Kee Song, and carried

THAT the Board approve the amendments to the Continuing Education Academic Calendar for the 2012-2013 academic year, as presented by the Academic Dean.

Article 12 of the CEGEP ACT applied and no employee Board member, with the exception of the Director General and the Academic Dean, were eligible to vote.

348-14 APPOINTMENT TO AD-HOC COMMITTEE AS PER "POLICY NO. 15 ON NAMING OF COLLEGE ASSETS" – SCIENCE & HEALTH TECHNOLOGY BUILDING

It was moved by Louise Arsenault, seconded by Line Roussin, and carried

THAT the Board of Governors appoint the individuals identified below to serve on the Ad-Hoc Committee to consider naming recommendation received for the naming of the Sciences & Health Technologies Building:

- **Three (3) Board members who are not employees of the College**
 - Jeff Bedard
 - Andre Mumme
 - Charles Morris

- **Three (3) members of the College community of which one (1) is a student**
 - Erich Schmedt
 - Roberta Silerova (Faculty)
 - Courtney Lister (student)

- **Two (2) past employees of the College**

Martin Chance (Biology)

Bob DeJean (Mathematics)

- **Director General who will chair the Committee**

and

THAT the Board of Governors instructs the Naming Committee when drafting the criteria for the selection of an individual whose name will be chosen for the “New Science and Health Technology Building” to incorporate the principles stated in the document “The New Science and Health Technology Building: A Vision” published on May 31, 2007.

348-15 **REVISED AEC: PUBLICATION AND WEB DESIGN (LCE.0Z)**

WHEREAS Article 16 of the *Règlement sur le régime des études collégiales* authorizes colleges to establish and implement an institutional program leading to an Attestation of College Studies (AEC);

WHEREAS the Publication and Web Design program LCE.0Z was revised to better respond to labour market needs;

WHEREAS this new version of the program will replace the 1999 version;

WHEREAS the Academic Council at its meeting of June 11, 2012 recommended that the College offer the revised Attestation of College Studies (AEC) in Publication and Web Design LCE.0Z;

It was moved by Andre Mumme, seconded by Line Roussin, and carried

THAT the Board of Governors approve the revised program leading to an Attestation of College Studies (AEC) in Publication and Web Design LCE.0Z starting during the Fall 2012 semester.

348-16 **STUDENT DIPLOMA REQUESTS – PREVIOUS SEMESTERS**

It was moved by Bill Mahon, seconded by Darryl Climan, and carried

THAT the Board approve for forwarding to Quebec, the names of 1058 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 47 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in August 2012, and certified by the Dean of Academic

Systems as having successfully completed the appropriate requirements for the granting of a diploma.

348-17 STUDENT DIPLOMA REQUEST – SUMMER 2012

It was moved by Andre Mumme, seconded by Ginette Sheehy, and carried

THAT the Board approve for forwarding to Quebec, the names of 148 students for a *Diplôme d'études collégiales* (D.E.C.) as supplied by the Registrar's office in August 2012, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

348-18 BOARD COMMITTEE - EVALUATION OF THE DIRECTOR GENERAL

WHEREAS By-Law 2 'Concerning the Appointment, the Renewal of Mandate and the Evaluation of the Director General and the Academic Dean' states that the Director General shall be evaluated on an annual basis;

WHEREAS By-Law 2 states that for the evaluation of the Director General, the Committee shall be composed of the Chair of the Board of Governors, the Vice-Chair and one other member of the Board who is not an employee of the College;

It was moved by Jeff Bedard , seconded by Charles Morris, and carried

THAT the Board approve the composition of the Evaluation Committee of the Director General to include the Chair of the Board, the Vice-Chair of the Board, and Andre Mumme non-employee Board member;

and

THAT the Chair of the Board will chair the Committee.

348-19 BOARD COMMITTEE – EVALUATION OF THE ACADEMIC DEAN

WHEREAS By-Law 2 'Concerning the Appointment, the Renewal of Mandate and the Evaluation of the Director General and the Academic Dean' states that the Academic Dean shall be evaluated on an annual basis;

WHEREAS By-Law 2 states that for the evaluation of the Academic Dean, the Committee shall be composed of the Director General and two other members of the Board who are not employees of the College;

It was moved by William Russell, seconded by Charles Morris, and carried

THAT the Board approve the composition of the Evaluation Committee of the Academic Dean to include the Director General and the following two non-employee members of the Board: Joanne Simoneau-Polenz and Andre Mumme;

and

THAT the Director General of the College will chair the Committee.

348-20 OPERATIONS REPORT

The Director General presented the Operations Report included in the package.

348-21 CLOSING OF THE 348th BOARD MEETING

It was moved by Charles Morris, seconded by Louise Arsenault, and carried

THAT the Board of Governors congratulate the administration for the realization of the new building.

The Director General made a special mention that throughout the whole project, it had been a collective effort and teamwork, involving the academics, student services, departmental chairs, facilities and the whole community. If today teachers and students are happy about this building, it is very much due to the fact that they recognize the concept which they help define and build.

348-21 a) It was moved by Charles Morris

THAT the 348th Board Meeting be adjourned.

Chair

Corporate Affairs



BOARD OF GOVERNORS

349th REGULAR BOARD MEETING – OCTOBER 22, 2012 – 19:00 – SH-104

Present:	Joanne Simoneau-Polenz, Chair Ginette Sheehy, Director General Louise Arsenault Jeff Bedard Dylan Finn-Gagné Sergio Fratarcangeli (till item 10) Bill Mahon Andre Mumme Cynthia Némorin, Vice-Chair Line Roussin William Russell Erich Schmedt, Academic Dean Nabil Shah Nathalie Wong Kee Song Gerald Stachrowski, Director of Corporate Affairs Nathalie Hallé, Recording Secretary	Regrets:	Patrick Burns Darryl Climan Jeffrey Derevensky Melissa Reis Charles Morris
By invitation:	Pierre Asselin, Director, Facilities and Technology Services Gary Johnson, Dean of Science & Social Science Diane McGee, Director, Continuing Education & International Programs Dennis Waide, Director, Student Services Donna Yates, Director, Human Resources Daniel Nysztor, Comptroller, Financial Services C. Kippy Wiegand from Samson Bélair/Deloitte & Touche		

Prior to the meeting, all Board members were invited for a guided tour of the new Health & Science building. Pierre Asselin was the tour guide. Details on the different aspects of the construction project were explained to everyone.

Before commencing the meeting, the Chair gave the opportunity to Gary Johnson, Dean of Science & Social Science, to present an invitation letter to all Board members concerning the formation of a committee with regard to the College's "Policy on Institutional Research Policy and the Entente between the College and Natural Sciences and Engineering Research Council of Canada (NSERC).

The College is required to form a "Research Ethics Board" with 2 external members who have no formal affiliation with the College, Mr. Johnson asked the Board members if it would be possible for them to refer someone from outside the College to participate in this committee.

349-01 **ACCEPTANCE OF AGENDA**

It was moved by William Russell, seconded by Ginette Sheehy, and carried

THAT the Board include the following modifications to the Agenda:

Addition of the following item: "Tentative Agreement between Desjardins, John Abbott College and John Abbott College Foundation" inserted after item no. 8.

349-01 a) It was moved by William Russell, seconded by Andre Mumme, and carried

THAT the Board approve the Agenda as modified with the addition of the following item: "Tentative Agreement between Desjardins, John Abbott College and John Abbott College Foundation" to be inserted after item no. 8.

The items following are then subsequently renumbered.

349-02 **MINUTES – 348th BOARD MEETING**

It was moved by Sergio Fratarcangeli, seconded by Nathalie Wong Kee Song, and carried

THAT the Minutes of the 348th Board meeting be approved as presented with a correction on page 13 to correct the name of Martin Lachance to read Martin Chance.

349-03 **BUSINESS ARISING FROM THE 348th MEETING**

The Director General updated the Board members on Business Arising since the last meeting in September.

The first meeting of the Naming Committee on Naming of College Assets for the new Health & Science building will be scheduled around mid-November.

349-04 **REPORT OF THE EXECUTIVE COMMITTEE**

The Director General reviewed the decisions taken by the Executive Committee since the last Board meeting in September.

349-05 **AUDITED FINANCIAL STATEMENTS 2011-2012**
APPROBATION DU RAPPORT FINANCIER 2011-2012

The Chair introduced Mr. Daniel Nyisztor, the College's Comptroller who reviewed and explained the internal financial statements for the 2011-2012 fiscal year.

Mr. C. Kippy Wiegand, from Samson Bélair/Deloitte & Touche, the College's external auditors

presented the auditor's report including the notes of the auditors.

Following an exchange of questions, the Board members voted on the following resolution:

CONSIDÉRANT le dépôt du rapport financier pour examen et adoption par les membres du conseil d'administration;

CONSIDÉRANT le rapport de vérification préparé par la firme Samson Bélaïr/Deloitte & Touche, dûment mandatée par la résolution 344-08;

Sur proposition de Nathalie Wong Kee Song, appuyé(e) par Erich Schmedt,

IL EST RÉSOLU :

D'adopter pour l'exercice financier 2011-2012 :

- la section « états financiers » du fonds de fonctionnement;
- la section « états financiers » du fonds des investissements;
- les notes aux états financiers;
- le rapport du vérificateur;
- le questionnaire à l'intention du vérificateur;
- les résultats de la vérification sur l'effectif;
- les résultats de la vérification sur l'énergie.

349-05 a) It was moved by Ginette Sheehy, seconded by Erich Schmedt, and carried

THAT the Board of Governors congratulate and recognize the work accomplished by all cost center departments to meet their budget targets for the fiscal year 2011-2012.

The Director General thanked Mr. Daniel Nyisztor and his team for their excellent work performed during the audit process.

349-06 **APPROPRIATION FROM THE COLLEGE'S SURPLUS ACCOUNT – INTERNATIONAL NON-CREDIT DAY STUDENTS (INCAS) – Formerly German Fund**

WHEREAS John Abbott College and the John Abbott College Faculty Association concluded an agreement to recognize additional faculty allocation for non-credit foreign students enrolled at John Abbott College, effective from the 2001-2002 academic year;

WHEREAS the College's financial statements for the year ending June 30, 2012 show an unappropriated accumulated surplus of \$4,604,591.00;

WHEREAS the Director General is recommending that the Board appropriate the sum of \$60,472.00 from the College's current unappropriated accumulated surplus account, designating said funds to be used solely to hire faculty;

It was moved by Louise Arsenault, seconded by Line Roussin, and carried

THAT the Board of Governors authorize the appropriation of \$60,472.00 from the College's unappropriated accumulated surplus account, to be added to the \$892,387.00 previously approved, for a total of \$952,859.00 said funds to be held in a segregated account and to be used to augment the teaching resources at John Abbott College.

349-07 APPROPRIATION FROM THE COLLEGE'S SURPLUS ACCOUNT – RENOVATION PROJECTS

WHEREAS the College's financial statements for the year ending June 30, 2012 show an unappropriated accumulated surplus of \$4,544,119.00;

WHEREAS the Director General is recommending that the Board appropriate the sum of \$3,500,000.00 from the College's current unappropriated accumulated surplus of 4,544,119.00 designating said funds to be used solely for RENOVATION PROJECTS;

It was moved by Sergio Fratarcangeli, seconded by Nathalie Wong Kee Song, and carried

THAT the Board of Governors authorize the appropriation of \$3,500,000.00 from the College's unappropriated accumulated surplus account, said funds used solely for RENOVATION PROJECTS.

The balance in the renovation fund now stands at \$8,982,507.00.

The balance of the unappropriated accumulated surplus account now is \$1,044,119.00.

349-08 APPOINTMENT OF EXTERNAL AUDITORS 2012-2013

It was moved by Cynthia Némorin, seconded by Andre Mumme, and carried

THAT the Board of Governors appoint the firm of Samson Bélair/Deloitte & Touche as the College's External Auditors for the 2012-2013 fiscal year.

One (1) abstention was recorded, Nabil Shah informed the Board that he may be in a position of conflict of interest.

349-09 TENTATIVE AGREEMENT BETWEEN DESJARDINS, JOHN ABBOTT COLLEGE AND JOHN ABBOTT COLLEGE FOUNDATION

The Chair informed the members that a donor agreement within the parameters of the Donor Recognition Program between Desjardins, John Abbott College Foundation and John Abbott College was concluded on Friday, October 19, 2012.

The Executive Committee earlier today reviewed the agreement in the context to determine if it confers to parameters of the Donor Recognition Program and are referring this dossier to the Board for consideration.

The Chair stated that due to confidentiality that the Board go "in camera" to review the agreement.

a) It was moved by Dylan Finn-Gagné, seconded by Jeff Bedard, and carried

THAT the Board go “in camera” to review the tentative agreement.

“IN CAMERA” Review of the agreement

b) RETURN TO THE REGULAR MEETING

It was moved by Andre Mumme, seconded by Nabil Shah, and carried

THAT the Board exit from “in camera” and continue regular business.

It was moved by Line Roussin, seconded by Andre Mumme, and carried

THAT the Board ratify the donor agreement, concluded on Friday, October 19, 2012, between Desjardins, John Abbott College Foundation and John Abbott College

and

THAT this agreement be for a five (5) year period terminating on June 30, 2017.

William Russell wished to record his opposition.

349-10 **ANNUAL REPORT**

It was moved by Erich Schmedt, seconded by Louise Arsenault, and carried

THAT the Board of Governors approve the 2011-2012 Annual Report as presented by the Administration.

349-11 **AMENDMENT TO BY-LAW 5 “CONCERNING THE COLLEGE’S ACADEMIC COUNCIL”**

In conformity to By-Law 1 “Concerning the General Administration of the College” Article 2.7.16 “Amendment or Revocation of By-Law”

2.7.16.1 The Board may amend or revoke its by-laws at any regular or special meeting. However, proposed amendments or revocations must be submitted in writing to all members at the previous regular meeting.

2.7.16.2 Resolutions assenting to by-laws, their modification or revocation, must be adopted by two-thirds of the votes expressed by members present who are entitled to vote.

The attached amendments to By-law 5 “Concerning the College's Academic Council” were tabled at the September 11, 2012 regular Board meeting to be voted on at the October 22, 2012 regular Board meeting.

WHEREAS the proposed amendments were tabled for Board members to forward to the Director of Corporate Affairs any feedback by Friday, October 5, 2012;

WHEREAS two (2) changes were incorporated to the tabled By-law on September 11, 2012 as noted on page 6, paragraph 4 to read "subsequent vacancies are filled by the Academic Council" and on page 7, the addition of article 6.1 – The Academic Dean is responsible for the application of this By-law;

It was moved by Andre Mumme, seconded by Cynthia Némorin, and carried

THAT the Board of Governors approve By-law 5 "Concerning the College's Academic Council" as amended and to take effect on October 23, 2012.

349-12 ACADEMIC COUNCIL COMPOSITION 2012-2013 -AMENDMENT TO RESOLUTION 347-19

It was moved by Bill Mahon, seconded by Jeff Bedard, and carried

THAT the list of Academic Council faculty representatives, regular and replacement, be as follows for the remainder of the 2012-2013 academic year:

Members – Faculty

Violaine Arès, H/P/R
Ute Beffert, Nursing
Daniel Gosselin, French
Alexandre Panassenko, Mathematics
Karl J. Raudsepp, Music/Theatre & Music
William Russell, HEPS
Robbyn Seller, Anthropology
Abe Sosnowicz, English
Lawrence Szigeti, English
Christopher Tromp, Physics
James Vanstone, HEPS

Potential Replacement

Suzanne Black, Chemistry
Roy Fu, H/P/R
Jessica Vandervort, History

**349-13 POLICE TECHNOLOGY – COURSE TITLE CHANGES
310-111-AB First Responder to 310-115-AB Emergency Responder
for all three planners of the Police Technology Program**

WHEREAS because of a change required by the government, the title of First Responder had a legal connotation to it and could not be used as a title for courses in the Police Technology program;

WHEREAS the College has to change the name of the course: 310-111-AB First Responder to 310-115-AB Emergency Responder for all three planners of the Police Technology program (Pathways, Police 3 yr and 2 yr);

It was moved by Cynthia Némorin, seconded by Louise Arsenault, and carried

THAT the Board of Governors approve the Course Title Changes 310-111-AB First Responder to 310-115-AB Emergency Responder for all three planners of the Police Technology Program.

349-14 **STUDENT DIPLOMA REQUESTS – PREVIOUS SEMESTERS**

It was moved by Nathalie Wong Kee Song, seconded by Ginette Sheehy, and carried

THAT the Board approve for forwarding to Quebec, the names of 5 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 19 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in August 2012, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

349-15 **STUDENT DIPLOMA REQUEST – SUMMER 2012**

It was moved by Andre Mumme, seconded by Jeff Bedard, and carried

THAT the Board approve for forwarding to Quebec, the names of 28 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 23 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in August 2012, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

349-16 **OPERATIONS REPORT**

The Director General presented the Operations Report included in the package.

349-17 **COMMITTEE REPORT OF THE EVALUATION OF THE DIRECTOR GENERAL**

The Chair requested that the report be submitted "in camera".

a) It was moved by Bill Mahon, seconded by Andre Mumme, and carried

THAT the Board receive and discuss "in camera" the report submitted by the Committee on the Evaluation of the Director General.

"IN CAMERA" DISCUSSION ON REPORT

b) **RETURN TO THE REGULAR MEETING**

It was moved by Jeff Bedard, seconded by Line Roussin, and carried

THAT the Board exit from "in camera" session and continue regular business.

It was moved by Louise Arsenault, seconded by Jeff Bedard, and carried

THAT the Board accept the report from the Director General's Evaluation Committee.

The Director General, Ginette Sheehy, and the Academic Dean, Erich Schmedt, were absent from the meeting during the time the report from the Committee was discussed.

349-18 **COMMITTEE REPORT OF THE EVALUATION OF THE ACADEMIC DEAN**

The Chair requested that the report be submitted "in camera".

a) It was moved by Bill Mahon, seconded by Andre Mumme, and carried

THAT the Board receive and discuss "in camera" the report submitted by the Committee on the Evaluation of the Academic Dean.

"IN CAMERA" DISCUSSION ON REPORT

b) **RETURN TO THE REGULAR MEETING**

It was moved by Bill Mahon, seconded by William Russell, and carried

THAT the Board exit from "in camera" session and continue regular business.

It was moved by Line Roussin, seconded by Andre Mumme, and carried

THAT the Board accept the report from the Academic Dean's Evaluation Committee.

The Academic Dean, Erich Schmedt, was absent from the meeting during the time the report from the Committee was discussed.

349-19 **CONGRATULATIONS**

Prior to termination of meeting

It was moved by Andre Mumme, seconded by Bill Mahon, and carried

THAT the Board extend to the management and staff of John Abbott College a hearty congratulations on a successful year in achieving a record student success rate, a well-managed financial year and the conclusion of the Health Science & Technology Building.

CLOSING OF THE 349th BOARD MEETING

349-20

It was moved by Nabil Shah

THAT the 349th Board meeting be adjourned.



BOARD OF GOVERNORS

350th REGULAR BOARD MEETING – DECEMBER 11, 2012 – 19:00 – SH-104

Present: Joanne Simoneau-Polenz, Chair
Ginette Sheehy, Director General
Louise Arsenault
Jeff Bedard
Darryl Climan
Jeffrey Derevensky
Dylan Finn-Gagné
Sergio Fratarcangeli
Gary Johnson, Interim Academic Dean
Bill Mahon
Andre Mumme
Cynthia Némorin, Vice-Chair
Line Roussin
William Russell
Nabil Shah
Nathalie Wong Kee Song
Gerald Stachrowski, Director of Corporate Affairs
Nathalie Hallé, Recording Secretary

Regrets: Patrick Burns

By invitation: Pierre Asselin, Director, Facilities and Technology Services
Diane McGee, Director, Continuing Education & International Programs
Dennis Waide, Director, Student Services
Donna Yates, Director, Human Resources

The Director General announced sad news to the Board members that Erich Schmedt, Academic Dean is on an authorized leave from the College until February 2013. During his absence, Mr. Gary Johnson has been appointed Interim Academic Dean effective December 10, 2012. Mr. Johnson's position, Dean of Science & Social Science will be replaced as soon as possible.

350-01 **ACCEPTANCE OF AGENDA**

It was moved by Bill Mahon, seconded by Andre Mumme, and carried

THAT the Board approve the agenda as presented.

350-02 **349TH REGULAR BOARD OF GOVERNORS MEETING MINUTES**

It was moved by Louise Arseneault, seconded by Nabil Shah, and carried

THAT the Minutes of the 349th Board meeting be approved as presented.

350-03 **BUSINESS ARISING FROM THE 349TH BOARD MEETING**

The Director General updated the Board members on Business Arising since the last meeting in October.

350-04 **REPORT OF THE EXECUTIVE COMMITTEE**

The Director General reviewed the decisions taken by the Executive Committee since the last Board meeting in October.

The Chair announced that Cynthia Némorin's mandate as a Socio-Economic member has been renewed by the Ministry effective November 28, 2012 for a 3-year term. Congratulations to Cynthia.

The Chair also announced that Andre Mumme has been appointed as a Socio-Economic member by the Ministry effective November 28, 2012 for a 3-year term. Congratulations to Andre.

350-05 **APPOINTMENT TO AD-HOC COMMITTEE AS PER "POLICY NO. 15 ON NAMING OF COLLEGE ASSETS" SCIENCE & HEALTH TECHNOLOGY BUILDING – AMENDMENT TO RESOLUTION 348-14**

WHEREAS on September 11, 2012, the Board of Governors appointed Martin Chance to serve on the ad hoc committee for the naming of the Sciences & Health Technology Building;

WHEREAS, Martin Chance was not able to serve due to prior commitments;

It was moved by William Russell, seconded by Jeff Bedard, and carried

THAT resolution 348-14 appointing members to serve on the ad hoc committee on naming of the Sciences & Health Technology Building be amended to appoint Pierre Christin to replace Martin Chance in the past employee category.

350-06 LINE OF CREDIT 2012-2013 – CAPITAL BUDGET
AMENDMENT TO RESOLUTION 348-10

It was moved by Andre Mumme, seconded by Cynthia Némorin, and carried

THAT John Abbott College be authorized to borrow from the Canadian Imperial Bank of Commerce, 189 Hymus Boulevard, Pointe-Claire Branch,

- up to the sum of \$11,616,000 during the period of July 1, 2012 to October 24, 2012;
- up to the sum of \$19,936,000 during the period of October 25, 2012 to October 31, 2012;
- up to the sum of \$9,581,000 during the period of November 1, 2012 to November 27, 2012;
- up to the sum of \$12,712,000 during the period of November 28, 2012 to June 30, 2013

bearing interest at the rate in accordance with the letter of authority to borrow signed by Louise Pagé, *la sous-ministre du Ministère de l'Éducation, du Loisir et du Sport*, dated June 26, 2012 (Objet: *Autorisation de la marge de crédit – Fonds des investissements Année scolaire 2012-2013*);

and

THAT any two of the following officers of the College, the Director General, the Coordinator of Financial Services/Comptroller, the Academic Dean and the Director of Administrative Services and Corporate Affairs be authorized to sign for, on behalf of the College, all documents and instruments evidencing the said advances.

350-07 NOTICE OF MOTION AS PER ARTICLE 2.7.16 OF BY-LAW 1 TO AMEND BY-LAW 6
"CONCERNING THE APPLICATION FEES, REGISTRATION FEES, EDUCATIONAL
SUPPORT FEES, STUDENT SERVICES FEES AND USER FEES"

In conformity to By-Law 1 "Concerning the General Administration of the College"
Article 2.7.16 "Amendment or Revocation of By-Law"

2.7.16.1 The Board may amend or revoke its by-laws at any regular or special meeting. However, proposed amendments or revocations must be submitted in writing to all members at the previous regular meeting.

2.7.16.2 Resolutions assenting to by-laws, their modification or revocation, must be adopted by two-thirds of the votes expressed by members present who are entitled to vote.

The attached amendments to By-law 6 "Concerning the Application Fees, Registration Fees, Educational Support Fees, Student Services Fees and User Fees" are tabled at the December 11, 2012 Board meeting to be voted on at the February 12, 2012 regular Board meeting.

WHEREAS the proposed amendments are tabled for Board members to forward to the Director of Corporate Affairs any feedback by Friday, January 25, 2013;

WHEREAS the Board of Governors at its February 12, 2012 regular meeting will consider the proposed tabled amendments and feedback received and vote to amend By-law 6 "Concerning the Application Fees, Registration Fees, Educational Support Fees, Student Services Fees and User Fees" as deemed appropriate.

350-08 **SERVICE LEVEL AGREEMENT (SLA) BETWEEN THE ROYAL INSTITUTION FOR THE
ADVANCEMENT OF LEARNING/MCGILL UNIVERSITY AND JOHN ABBOTT COLLEGE OF
GENERAL AND VOCATIONAL EDUCATION**

WHEREAS McGill and John Abbott College entered into a Cost Sharing Agreement which initially terminated on June 30, 2012 but was extended by the parties to December 31, 2012;

WHEREAS McGill and John Abbott College have agreed to a Service Level Agreement with the effective date of January 1, 2013 which terminates June 30, 2017 (the "Service Level Agreement" or the "Agreement");

WHEREAS McGill and John Abbott College agreed that, notwithstanding the effective date of January 1, 2013 of the Service Level Agreement, the financial arrangements provided for in the Service Level Agreement should be in force as of July 1, 2012;

It was moved by Andre Mumme, seconded by William Russell, and carried

THAT the Board ratify the "Service Level Agreement" agreed to by The Royal Institution of Advancement of Learning/McGill University and John Abbott College of General and Vocational Education to take effect on January 1, 2013 and terminate on June 30, 2017

and

THAT the Director General, Mrs. Ginette Sheehy, be authorized to sign said agreement on behalf of the College.

350-09 **DEMANDE DE CONTRIBUTION FINANCIÈRE
PROJET VISANT L'ADÉQUATION ENTRE LA FORMATION ET L'EMPLOI**

Diane McGee, Director of Continuing Education and International Programs explained the benefits for the College who will receive money from this entente.

Sur proposition de Darryl Climan, appuyée par Nathalie Wong Kee Song,

il est résolu

Que le CEGEP John Abbott College accepte la responsabilité du projet présenté;

Que le CEGEP John Abbott College est en règle avec les ministères et organismes du gouvernement du Québec;

Que Erich Schmedt, Directeur des études, soit la personne autorisée à signer avec le gouvernement du Québec tout document officiel concernant ledit projet;

Que Diane McGee, Directrice – Service de la formation continue, représente l'organisme pour l'application de l'entente et la réalisation du projet.

350-10 **ACADEMIC COUNCIL COMPOSITION 2012-2013**
-AMENDMENT TO RESOLUTION 349-12

a) Academic Administrators

It was moved by Bill Mahon, seconded by Jeffrey Derevensky, and carried

THAT in conformity to By-Law 5, Article 2.1.1.2. the academic administrators identified below be appointed members of the Academic Council for the remainder of 2012-2013 academic year:

Margaret Leech	Dean of Technologies
Ronnie Dorsnie	Dean of Academic Resources
Thomas McKendy	Dean of Arts and General Education

b) Student Representatives

It was moved by Nabil Shah, seconded by Line Roussin, and carried

THAT the list of Academic Council student representatives, regular and replacement, be as follows for the remainder of the 2012-2013 academic year:

Regular	Replacement
Sean Cohen	Charles Keita
Victor Mikolajczyk	Bobbie Gaucher
Cassandra Forget	Jillian Brayne

350-11 **ACADEMIC CALENDAR 2013-2014**

a) **DAY DIVISION**

It was moved by Louise Arsenault, seconded by Line Roussin, and carried

THAT the Board of Governors approve the Day Division Academic Calendar for the 2013-2014 academic year, as presented by the Academic Dean.

b) **CONTINUING EDUCATION**

It was moved by Cynthia Némorin, seconded by Dylan Finn-Gagné, and carried

THAT the Board of Governors approve the Academic Calendar for Continuing Education for the 2013-2014 academic year, as presented by the Academic Dean.

Article 12 of the CEGEP ACT applied and no employee Board member, with the exception of the Director General and the Academic Dean, voted on the two preceding resolutions.

350-12 **SUBSTITUTION: INUKTITUT COURSES FOR FRENCH COURSES**

WHEREAS John Abbott College offers Inuktitut courses when there is a demand;

WHEREAS Inuit students who take the Inuktitut courses (614-103-03 and 614-203-03) wish to substitute for 602 French second language courses;

WHEREAS Mr Raymond Boulanger, a representative from the MELS, advised the Dean of Academic Systems that John Abbott College must request permission from the MELS to offer the substitution of Inuktitut courses for French second language courses;

It was moved by Jeffrey Derevensky, seconded by William Russell, and carried

THAT the Board of Governors authorize the Dean of Academic Systems to undertake to communicate with the MELS to receive authorization to substitute Inuktitut courses (614-103-03 and 614-203-03) for two (2) 602 French second language courses.

350-13 **STUDENT DIPLOMA REQUESTS – PREVIOUS SEMESTERS**

It was moved by Cynthia Némorin, seconded by Nathalie Wong Kee Song, and carried

THAT the Board approve for forwarding to Quebec, the names of 4 students for a *Diplôme d'études collégiales* (D.E.C.) as supplied by the Registrar's office in November 2012, and

certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

350-14 STUDENT DIPLOMA REQUEST – SUMMER 2012

It was moved by Jeff Bedard, seconded by Andre Mumme, and carried

THAT the Board approve for forwarding to Quebec, the names of 10 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in November 2012, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

350-15 OPERATIONS REPORT

The Director General presented the Operations Report included in the package.

350-16 AD-HOC COMMITTEE ON NAMING OF COLLEGE ASSETS – SCIENCE & HEALTH TECHNOLOGY BUILDING – RECOMMENDATION

- a) The Chair stated that the Board should go "*in camera*" to receive the report from the AD-HOC Committee on Naming of College Assets.

It was moved by Bill Mahon, seconded by Andre Mumme, and carried

THAT the Board receive the report from the AD-HOC Committee on Naming of College Assets "*in camera*".

- b) RETURN TO THE REGULAR MEETING

It was moved by William Russell, seconded by Line Roussin, and carried

THAT the Board exit from the "*in camera*" session and continue regular business.

It was moved by Ginette Sheehy, seconded by Bill Mahon, and carried

THAT the Board accept the unanimous recommendation from the AD-HOC Committee on Naming of College Assets to name the new Science & Health Technology Building "The Anne-Marie Edward Science Building".

350-17 CLOSING OF THE 350th BOARD MEETING

It was moved by Jeffrey Derevensky

THAT the 350th Board Meeting be adjourned.

Chair

Corporate Affairs

BOARD OF GOVERNORS

351st REGULAR BOARD MEETING – FEBRUARY 12, 2013 – 19:00 – SH-104

Present: Joanne Simoneau-Polenz, Chair
Ginette Sheehy, Director General
Louise Arsenault
Jeff Bedard
Darryl Climan
Jeffrey Derevensky
Dylan Finn-Gagné
Sergio Fratarcangeli
Gary Johnson, Interim Academic Dean
Bill Mahon
Cynthia Némorin, Vice-Chair
Dwayne Rahal
Line Roussin
William Russell
Nabil Shah
Gerald Stachrowski, Director of Corporate Affairs
Nathalie Hallé, Recording Secretary

Regrets: Andre Mumme
Nathalie Wong Kee Song

By invitation: Lison Desclos, Communications and Foundation
Rosanna Fortunato, Director General Office
Peggy Leech, Dean of Technologies
Diane McGee, Director, Continuing Education & International Programs
Tom McKendy, Dean of Arts & General Education
Sheila Nadimi, Chair of Fine Arts
Dennis Waide, Director, Student Services

The Chair introduced new Parent member on the Board, Dr. Dwayne Rahal, who has been elected at a Parents of Students meeting on February 4, 2013.

351-01 ACCEPTANCE OF AGENDA

It was moved by Bill Mahon, seconded by Jeff Bedard, and carried

THAT the Board approve the agenda as presented.

351-02 **350th REGULAR BOARD OF GOVERNORS MEETING MINUTES**

It was moved by Dylan Finn-Gagné, seconded by Louise Arsenault, and carried
THAT the Minutes of the 350th Board meeting be approved as presented.

351-03 **BUSINESS ARISING FROM THE 350th BOARD MEETING**

The Director General updated the Board members on Business Arising since the last meeting in December. Board members were informed that a special naming ceremony will be held on April 24, 2013 for the official naming of the Anne-Marie Edward Science Building.

351-04 **CORRESPONDENCE**

- The Chair commented on the propriety of the John Abbott College Faculty Association (JACFA) in writing a letter addressed to "Member of the Board of Governors" addressing the agreement with Desjardins.

The College was advised that JACFA also wrote directly to the President and CEO of Desjardins Group, Mrs. Monique Leroux, in order that Desjardins Group waive the confidentiality clause of the donor agreement.

On January 9, 2013, the College served notice on JACFA that their actions were direct interference in the Management Rights of the College.

- Correspondence from *Direction générale des affaires universitaire et collégiales* was received acknowledging the Board's approval of the Academic Calendar for 2013-2014 and the Board's approval of By-law 5 on the Academic Council. The Ministry will study the revised By-law 5 and communicate its decision at a later date.

351-05 **REPORT OF THE EXECUTIVE COMMITTEE**

The Director General reviewed the decisions taken by the Executive Committee since the last Board meeting in December.

351-05A **BOARD VACANCIES – ALUMNI TECHNICAL STUDIES**

WHEREAS the Executive Committee analyzed the *Curriculum Vitae* from the two (2) graduates who expressed interest to serve on the Board in the Technical Alumnus category;

It was moved by William Russell, seconded by Joanne Simoneau-Polenz, and carried

THAT the Executive Committee recommend that the Board of Governors at its February 12,

2013, meeting, appoint Ms. Monique Lessard in the Technical Alumnus category

and

THAT the mandate be for three (3) years beginning on February 13, 2013 and terminate on February 12, 2016.

It was moved by Darryl Climan, seconded by Jeffrey Derevensky, and carried

THAT the Board appoint Ms. Monique Lessard to serve in the Technical Alumnus category for a mandate of three (3) years beginning on February 13, 2013 and terminate on February 12, 2016.

351-05B BOARD VACANCIES – ALUMNI PRE-UNIVERSITY CATEGORY

WHEREAS the Executive Committee analyzed the *Curriculum Vitae* from the sixteen (16) graduates who expressed interest to serve on the Board in the Pre-University Alumnus category;

It was moved by Joanne Simoneau-Polenz, seconded by William Russell, and carried

THAT the Executive Committee recommend that the Board of Governors at its February 12, 2013, meeting, appoint Mr. Andrew Biteen in the Pre-University Alumnus category

and

THAT the mandate be for three (3) years beginning on February 13, 2013 and terminate on February 12, 2016.

It was moved by Louise Arsenault, seconded by Jeffrey Derevensky, and carried

THAT the Board of Governors appoint Mr. Andrew Biteen to serve in the Pre-University Alumnus category for a mandate of three (3) years beginning on February 13, 2013 and terminate on February 12, 2016.

The Chair also took this opportunity to thank Bill Mahon, whose mandate expires on February 16, 2013, for his active participation on the Board of Governors during his 2 consecutive mandates in the Support Personnel category.

**351-06 APPROPRIATION OF COLLEGE'S SURPLUS ACCOUNT
– IMPOSED BUDGET CUTS**

The Director General explained the additional budget cuts imposed by the ministry into the current fiscal year and how it affects the College.

WHEREAS, on December 6, 2012, the Québec government in depositing the budgetary expenses announced a surprise budgetary compression for the CEGEP system of 21,5 million dollars;

WHEREAS this unjustified budgetary compression is announced six (6) months into the Colleges budgetary year and must be absorbed by each College prior to June 30, 2013;

WHEREAS this current budgetary compression is in addition to the cuts announced a year ago, wherein John Abbott College had to absorb \$515,004.00 in the 2011-2012 fiscal year;

WHEREAS the budgetary cuts are apportioned by using the FAB parameters, John Abbott College share is set at \$566,800.00 to be applied to all budgetary funding;

It was moved by Line Roussin, and seconded by Bill Mahon, and carried

THAT the Board of Governors, under protest, reluctantly authorize the appropriation of the draconian \$566,800.00 from the College's unappropriated accumulated account, said funds to be used solely as the one-time budgetary cuts ordered by the Provincial Government for the 2012-2013 fiscal year;

AND

THAT the Board direct the administration to advise the Ministry in the strongest terms possible that this third (3rd) budgetary compression within two (2) consecutive fiscal years will definitely negatively affect the pedagogical service that John Abbott College will be able to provide to the students in 2013-2014 and beyond.

The balance of the unappropriated accumulated surplus account now is \$477,319.00.

351-07 **AMENDMENTS TO BY-LAW 6 "CONCERNING REGISTRATION FEES, EDUCATIONAL SUPPORT FEE, STUDENT SERVICES FEE AND USER FEES"**

WHEREAS proposed amendments to By-law 6 were tabled at the December 11, 2012 Board meeting for Board members to forward feedback to the Director of Corporate Affairs by January 25, 2013;

Fees to support the above activities will be paid by all students as follows:

- Full-time students ~~\$42.00~~ \$52.00 per semester
- Part-time students ~~\$10.00~~ \$13.00 per semester/per course

The College charges an administrative fee to students who benefit from any of the following services:

- mailing of diploma (Canada Post rates) ~~10.00~~ Variable

WHEREAS no feedback were received by January 25, 2013;

It was moved by Nabil Shah, seconded by Jeff Bedard, and carried

THAT By-law 6 “Concerning Application Fees, Registration Fees, Education Support Fee, Student Services Fee and User Fees” be approved as amended and forwarded to the Ministry of Higher Education, Research, Science and Technology for approval.

351-08 **AMENDMENT TO POLICY NO. 7 “INSTITUTIONAL POLICY ON THE EVALUATION OF STUDENT ACHIEVEMENT” IPESA (ADDITION OF ARTICLE 13)**

WHEREAS following the revision of Policy No. 7 Institutional Policy on the Evaluation of Student Achievement” (IPESA) approved by the Board of Governors on November 30, 2011;

WHEREAS the *Commission d'évaluation de l'enseignement collégial* issued an Evaluation Report in February 2012;

WHEREAS the *Commission d'évaluation de l'enseignement collégial* recommended that the College establish validation procedures for the application of the rules for the certification of studies;

WHEREAS the Academic Council voted on November 8, 2012 to reinstate under Article 13 the “Awarding of Diplomas and Attestations” section into Policy No. 7 Institutional Policy on the Evaluation of Student Achievement” (IPESA);

It was moved by William Russell, seconded by Cynthia Némorin, and carried

THAT the Board approve the reinstatement of the “Awarding of Diplomas and Attestations” section into Policy No. 7 Institutional Policy on the Evaluation of Student Achievement” (IPESA) under Article 13.

351-09 **REVISION - “CALENDRIER DE CONSERVATION DES DOCUMENTS – BIBLIOTHÈQUE ET ARCHIVES NATIONALES DU QUÉBEC (RETENTION SCHEDULE)**

Attendu qu'en vertu de l'article 7 de la Loi sur les archives (L.R.Q., chap. A-21.1), tout organisme public doit établir et tenir à jour un calendrier de conservation de ses documents ;

Attendu qu'en vertu du troisième alinéa de l'article 8 de cette loi, tout organisme public visé aux paragraphes 4° à 7° de l'annexe doit, conformément au règlement, soumettre à l'approbation de Bibliothèque et Archives nationales du Québec son calendrier de conservation et toute modification relative à l'addition de nouveaux documents ou relative aux documents destinés à être conservés de manière permanente ;

Attendu que le Cégep John Abbott est un organisme public visé au paragraphe 6° de l'annexe de cette loi ;

Il est proposé par Bill Mahon, et appuyé par Line Roussin,

d'autoriser le Directeur des affaires corporatives à signer le calendrier de conservation et toute modification relative à l'addition de nouveaux documents ou relative aux documents destinés à être conservés de manière permanente, et à soumettre ce calendrier ou cette modification à l'approbation à Bibliothèque et Archives nationales du Québec pour et au nom du Cégep John Abbott.

ADOPTÉE

351-10 NEW AEC – PERIOPERATIVE NURSING PROGRAM CWA.XX (CONTINUING EDUCATION)

WHEREAS Article 16 of the *Règlement sur le régime des études collégiales* authorizes colleges to establish and implement an institutional program leading to an Attestation of College Studies (AEC);

WHEREAS the Perioperative Nursing Program is in keeping with the aims and orientations of technical education that guide the *Ministère de l'Enseignement supérieur, de la Recherche, de la Science et de la Technologie*;

WHEREAS it is designed in accordance with the framework for developing technical AEC programs;

WHEREAS it is based on competencies, formulated in terms of objectives and standards;

WHEREAS the Academic Council at its January 18, 2013 meeting, recommended the adoption of the Attestation of College Studies (AEC) for Perioperative Nursing Program CWA.XX;

It was moved by Ginette Sheehy, seconded by Jeff Bedard, and carried

THAT the Board of Governors approve the institutional program leading to an Attestation of College Studies (AEC) in Perioperative Nursing Program CWA.XX for students registering for Summer 2013.

351-11 PROGRAM PLANNER - DENTAL HYGIENE 111.A0 - AMENDMENT

WHEREAS John Abbott College is authorized by the *Ministère de l'Enseignement supérieur, de la Recherche, de la Science et de la Technologie* to offer the Dental Hygiene program 111.A0;

WHEREAS the department has revised its program planner due to the recent program assessment and the accreditation feedback;

WHEREAS the names of some courses were changed and some courses were shifted from one semester to another;

WHEREAS the department kept the number of hours per semester similar to the old planner;

WHEREAS the College's Academic Council was consulted and recommended the Dental Hygiene program 111.A0 planner be forwarded to the Board of Governors for approval;

It was moved by Cynthia Némorin, seconded by Line Roussin, and carried

THAT the Board of Governors approve the amended Dental Hygiene program planner as presented by the Academic Administration;

and

THAT John Abbott College implement the revised Dental Hygiene program 111.A0 program planner for students registering for Fall 2013.

351-12 **PROGRAM PLANNER - DOUBLE DEC IN SCIENCE AND SOCIAL SCIENCE 200.12 - AMENDMENT**

WHEREAS John Abbott College is authorized by the *Ministère de l'Enseignement supérieur, de la Recherche, de la Science et de la Technologie* to offer the Double DEC in Science and Social Science program 200.12;

WHEREAS the department has revised its program planner in order to change the sequencing of the French courses to an earlier semester to reduce the gap after high school;

WHEREAS the French courses will be moved to the second and fourth semester;

WHEREAS the College's Academic Council was consulted and recommended the Double DEC in Science and Social Science program 200.12 planner be forwarded to the Board of Governors for approval;

It was moved by Louise Arsenault, seconded by Line Roussin, and carried

THAT the Board of Governors approve the amended Double DEC in Science and Social Science program planner as presented by the Academic Administration;

and

THAT John Abbott College implement the revised Double DEC in Science and Social Science program planner 200.12 for students registering for Fall 2013.

351-13 **NEW VISUAL ARTS PROGRAM 510.A0 (FORMERLY FINE ARTS 510.A0)**

WHEREAS changes to the Fine Arts program 510.A0 were requested by the *Ministère de l'Enseignement supérieur, de la Recherche, de la Science et de la Technologie (MESRST)*;

WHEREAS the changes came about after the *Ministère de l'Enseignement supérieur, de la Recherche, de la Science et de la Technologie* surveyed the Universities for their impressions of the graduates of the CEGEP program;

WHEREAS Universities informed the *MESRST* that students needed more consistency and emphasis on the certain competencies such as drawing, technical aspects, self-direction and self-evaluation;

WHEREAS the College's Academic Council voted on January 18, 2013 to implement the New Visual Arts Program 510.A0 and recommended the New Visual Arts program 510.A0 to be forwarded to the Board of Governors for approval;

It was moved by Darryl Climan, seconded by Louise Arsenault, and carried

THAT the Board of Governors approve the New Visual Arts program 510.A0 (formerly Fine Arts program) as presented by the Academic Administration;

and

THAT John Abbott College implement the New Visual Arts program 510.A0 for students registering for Fall 2013.

351-14 **STUDENT DIPLOMA REQUESTS – PREVIOUS SEMESTERS**

It was moved by Bill Mahon, seconded by William Russell, and carried

THAT the Board approve for forwarding to Quebec, the names of 4 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 18 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in February 2013, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

351-15 **STUDENT DIPLOMA REQUESTS – FALL 2012**

It was moved by Cynthia Némorin, seconded by William Russell, and carried

THAT the Board approve for forwarding to Quebec, the names of 430 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 61 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in February 2013, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

351-16 **REPLACEMENT – ERICH SCHMEDT**

WHEREAS Mr. Erich Schmedt, Academic Dean, requested and was granted a leave of absence effective December 10, 2012;

It was moved by Sergio Fratarcangeli, seconded by William Russell, and carried

THAT the Board approve the appointment of Mr. Gary Johnson as Interim Academic Dean, effective December 10, 2012 and until no later than June 14, 2013.

351-17 **ACCESS TO INFORMATION REQUEST / DR. DAVID SUZUKI**

The Director of Corporate Affairs stated in response to an access to information request, concerning Dr. David Suzuki's visit on October 24, 2012, the College provided almost 1400 pages as per the demand.

Sun Media News deliberately distorted the information provided as part of its continued vendetta against Dr. Suzuki.

To respond to the malicious reporting by Sun Media News and the numerous e-mails received commenting of the reporting, John Abbott College decided not to respond to individual requests but issued a ONE news release "Straight Talk...The Real Story" posted on the Website and referred all requests for comment to this press release.

351-18 **OPERATIONS REPORT**

The Director General presented the Operations Report included in the package.

351-19 **CLOSING OF THE 351st BOARD MEETING**

It was moved by Bill Mahon

THAT the 351st Board Meeting be adjourned.

Chair

Corporate Affairs

BOARD OF GOVERNORS

352nd REGULAR BOARD MEETING – APRIL 9, 2013 – 19:00 – SH-104

Present: Joanne Simoneau-Polenz, Chair
Ginette Sheehy, Director General
Louise Arsenault
Jeff Bedard
Andrew Biteen
Darryl Climan
Jeffrey Derevensky
Dylan Finn-Gagné
Ray Fourneaux
Sergio Fratarcangeli
Gary Johnson, Interim Academic Dean
Monique Lessard
Dwayne Rahal
William Russell (arrived at 7:50)
Nabil Shah
Gerald Stachrowski, Director of Corporate Affairs
Nathalie Hallé, Recording Secretary

Regrets: Andre Mumme
Cynthia Némorin, Vice-Chair
Nathalie Wong Kee Song
Line Roussin

By invitation: Lison Desclos, Communications and Foundation
Rosanna Fortunato, Director General Office
Michael Johnston, Director, Facilities / IT Services
Peggy Leech, Dean of Technologies
Dennis Waide, Director, Student Services
Donna Yates, Director, Human Resources

The Chair introduced 3 new Board members:

- Mr. Andrew Biteen – Alumni category – Pre-University Studies
- Ms. Monique Lessard – Alumni category – Technical Studies
- Mr. Ray Fourneaux – Support Administrative Personnel category

She also congratulated Mr. William Russell, who has been acclaimed for a second 3-year mandate in the Faculty category.

The Director General introduced Mr. Michael Johnston, the new Director of Facilities / IT Services, who is currently a College faculty member in Engineering Technologies. Mr. Johnston will start in his new position in May 2013.

352-01 **ACCEPTANCE OF AGENDA**

It was moved by Darryl Climan, seconded by Sergio Fratarcangeli, and carried
THAT the Board approve the agenda as presented.

352-02 **351st REGULAR BOARD OF GOVERNORS MEETING MINUTES**

It was moved by Louise Arseneault, seconded by Dylan Finn-Gagné, and carried
THAT the Minutes of the 351st Board meeting be approved as presented.

352-03 **BUSINESS ARISING FROM THE 351st BOARD MEETING**

No business arose from the 351st meeting.

352-04 **CORRESPONDENCE**

- Correspondence from *Direction générale des affaires universitaire et interodres* acknowledging receipt of our request to modify By-law 6. The Ministry will inform the College once it is approved.

352-05 **REPORT OF THE EXECUTIVE COMMITTEE**

The Director General reviewed the decisions taken by the Executive Committee since the last Board meeting in February.

352-06 **LINE OF CREDIT 2012-2013 – CAPITAL BUDGET – AMENDEMENT**

It was moved by Jeff Bedard, seconded by Jeffrey Derevensky, and carried

THAT John Abbott College be authorized to borrow from the Canadian Imperial Bank of Commerce, 189 Hymus Boulevard, Pointe-Claire Branch,

- up to the sum of \$11,616,000 during the period of July 1, 2012 to October 24, 2012;
- up to the sum of \$19,936,000 during the period of October 25, 2012 to October 31, 2012;
- up to the sum of \$9,581,000 during the period of November 1, 2012 to November 27, 2012;
- up to the sum of \$12,712,000 during the period of November 28, 2012 to March 4, 2013;
- up to the sum of \$9,213,000 during the period of March 5, 2013 to June 30, 2013

bearing interest at the rate in accordance with the letter of authority to borrow signed by Christyne Tremblay, *la sous-ministre du Ministère de l'Enseignement supérieur, de la Recherche, de la Science et de la Technologie*, dated March 7, 2013 (Objet: *Autorisation de la marge de crédit – Fonds des investissements Année scolaire 2012-2013*);

and

THAT any two of the following officers of the College, the Director General, the Coordinator of Financial Services/Comptroller, the Academic Dean and the Director of Administrative Services and Corporate Affairs be authorized to sign for, on behalf of the College, all documents and instruments evidencing the said advances.

352-07 **APPROPRIATION OF COLLEGE'S SURPLUS ACCOUNT**
– IMPOSED BUDGET CUTS

WHEREAS on March 26, 2013, the College was advised that imposed budget cuts in the CEGEP system will be lowered from \$21,5 million dollars to 16,2 million dollars;

WHEREAS John Abbott College share will be reduced from \$566,800 to \$427,300;

WHEREAS resolution no. 351-06 passed on February 12, 2013 is therefore amended by changing the amount from \$566,800 to \$427,300;

It was moved by Ray Fourneaux, seconded by Andrew Biteen, and carried

THAT the Board of Governors authorize the amendment to resolution no. 351-06 by changing the amount from \$566,800 to \$427,300.

The balance of the unappropriated accumulated surplus account now is \$616,819.

After the resolution was passed, the Director General suggested that an appreciation/thank you letter be sent to *Mr. Jean Beauchesne, Président-directeur général de la Fédération des cégeps*, for his implication and involvement in this dossier that resulted in a reduction in the budget cuts. The letter will be sent by the Director General.

352-08 **NEW MARKETING PROFILE – BUSINESS MANAGEMENT PROGRAM**
GESTION DE COMMERCE – 410.D0

Gary Johnson, Interim Academic Dean, and Peggy Leech, Dean of Technologies, presented the new program and explained the steps undertaken to receive the authorization from the ministry. They also explained the implementation process.

WHEREAS on February 16, 2012, *the Ministère de l'Éducation, du Loisir et du Sport (MELS)*, authorized John Abbott College to offer the new "*Gestion de commerces – 410.D0*" program to replace "*Techniques de comptabilité et de gestion 410.B0*";

WHEREAS the new "*Gestion de commerces – 410.D0*" program be offered in 2012-2013 or as soon as the College has determined the learning activities;

WHEREAS the College's Academic Council voted on February 1, 2013 to implement the New Marketing Profile – Business Management Program 410.D0 and recommended that it be forwarded to the Board of Governors for approval;

It was moved by Darryl Climan, seconded by Jeff Bedard, and carried

THAT the Board of Governors approve the Program Planner in order to offer the new "*Gestion de commerces*" – 410.D0 authorized by the MELS on February 16, 2012

and

THAT John Abbott College implement the New Marketing Profile - Business Management Program - 410.D0 for students registering for Fall 2013.

Peggy Leech answered Board members' questions concerning this new program.

352-09 **PROGRAM ASSESSMENT – NURSING 180-A0**

WHEREAS the Program Assessment Policy approved by the Board of Governors on June 10, 2008 sets out, through a program assessment process the requirement to provide realistic, timely and relevant recommendations for the improvement of the College's academic programs;

WHEREAS in accordance with this Policy, the College has conducted an assessment of its Nursing program (180.A0);

WHEREAS the College's Academic Council, at its March 15, 2013 meeting has recommended the Nursing Program Assessment report to the Board of Governors;

It was moved by Ray Fourneaux, seconded by Ginette Sheehy, and carried

THAT the Board of Governors approve the Nursing Program Assessment Report. The Director General congratulated the Nursing team who worked on the assessment. Hundreds of hours were spent to complete the work resulting in a thorough and detailed report.

The Interim Academic Dean also explained that recommendations resulting from this report will be done gradually and that a follow-up process will be in place.

352-10 **STUDENT DIPLOMA REQUESTS – PREVIOUS SEMESTERS**

It was moved by Andrew Biteen, seconded by Nabil Shah, and carried

THAT the Board approve for forwarding to Quebec, the names of 2 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 11 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in March 2013, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

352-11 **STUDENT DIPLOMA REQUESTS – WINTER 2013**

It was moved by Ray Fourneaux, seconded by Jeff Bedard, and carried

THAT the Board approve for forwarding to Quebec, the names of 10 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 13 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in March 2013, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

352-12 **OPERATIONS REPORT**

The Director General presented the Operations Report included in the package and took this opportunity to make a special mention for the great success of the "CCAA Men's Basketball National Championship" that was held at the College in March. Congratulations to Dennis Waide, Director of Student Services, and his team.

Prior to closing the meeting, Lison Desclos, from the Communications and Foundation Office, invited all Board members to attend the naming ceremony of the new Health & Science Building that will be held on April 24, 2013. The new building will be named "The Anne-Marie Edward Science Building".

The Director General also announced with sadness the passing of Mr. Robert Binette, who taught in the Police Technology program at the College for the past 26 years.

352-13 **CLOSING OF THE 352nd BOARD MEETING**

It was moved by Jeffrey Derevensky

THAT the 352nd Board Meeting be adjourned.

Chair

Corporate Affairs

BOARD OF GOVERNORS

353rd REGULAR BOARD MEETING – JUNE 11, 2013 – 19:00 – SH-104

Present: Joanne Simoneau-Polenz, Chair
Ginette Sheehy, Director General
Louise Arsenault
Andrew Biteen
Darryl Climan
Sergio Fratarcangeli
Gary Johnson, Interim Academic Dean
Monique Lessard
Andre Mumme
Cynthia Némorin, Vice-Chair
Dwayne Rahal
Line Roussin
Nathalie Wong Kee Song
Gerald Stachrowski, Director of Corporate Affairs
Nathalie Hallé, Recording Secretary

Regrets: Jeff Bedard
Jeffrey Derevensky
Ray Fourneau
Dylan Finn-Gagné
William Russell
Nabil Shah

By invitation: Caroline Charbonneau, Director, Finance and Legal Affairs
Lison Desclos, Communications and Foundation
Michael Johnston, Director, Facilities / IT Services
Dennis Waide, Director, Student Services
Donna Yates, Director, Human Resources

Prior to commencing the meeting, the Chair announced that this was Gerald Stachrowski's last meeting before a well-deserved retirement.

The Director General mentioned that this was also Mr. Gary Johnson's last meeting as Interim Academic Dean and congratulated him for his great work.

The Director General introduced the new Director of Finance and Legal Affairs, Caroline Charbonneau, who will be replacing Mr. Stachrowski.

353-01 **ACCEPTANCE OF AGENDA**

It was moved by Sergio Fratarcangeli seconded by Nathalie Wong Kee Song, and carried

THAT the Board approve the agenda as presented.

353-02 **352nd REGULAR BOARD OF GOVERNORS MEETING MINUTES**

It was moved by Darryl Climan, seconded by Andrew Biteen, and carried

THAT the Minutes of the 352nd Board meeting be approved as presented.

353-03 **BUSINESS ARISING FROM THE 352nd BOARD MEETING**

The Director General presented the appreciation/thank you letter that was sent to Mr. Jean Beauchesne from Fédération des cégeps for his contribution in the diminution of the imposed budget cuts by the Government.

353-04 **CORRESPONDENCE**

- Letter received from Joanne Henrico thanking the College for the condolences/flowers on the passing of her father, Luc Henrico, former Director General;
- Letter from MESRST: Program approval concerning pre-university program *Culture et communication* – 500.A1 (2013) which will replace *Arts et lettres* – 500.A1 (2002) as of academic year 2015-2016;

353-05 **REPORT OF THE EXECUTIVE COMMITTEE**

The Director General reviewed the decisions taken by the Executive Committee since the last Board meeting in April.

353-06 **NOTICE OF MOTION AS PER ARTICLE 2.7.15 OF BY-LAW 1 TO AMEND BY-LAW 2
“CONCERNING THE APPOINTMENT, THE RENEWAL OF MANDATE AND THE EVALUATION OF
DIRECTOR GENERAL AND THE ACADEMIC DEAN”**

The Chair presented the proposed change to By-law 2 that is now required in order to conform to the actual Law. The Director of Corporate Affairs explained how it will be modified. It was followed by a period of questions. The amendment to By-law 2 will be voted on at the next Board meeting in September 2013.

TABLED

In conformity to By-Law 1 (Concerning the General Administration of the College) Article 2.7.16 "Amendment or Revocation of By-Law"

- 2.7.16.1 The Board may amend or revoke its by-laws at any regular meeting. However, proposed amendments or revocations must be submitted in writing to all members at the previous regular meeting.
- 2.7.16.2 Resolutions assenting to by-laws, their modification or revocation, must be adopted by two thirds of the votes expressed by members present who are entitled to vote.

The attached amendment to By-Law 2 "Concerning the Appointment, the Renewal of Mandate and the Evaluation of the Director General and the Academic Dean" is tabled at the June 11, 2013 regular Board meeting to be voted on at the September 10, 2013 regular Board meeting.

WHEREAS the proposed amendment is tabled for Board members to forward to the Secretary General any feedback by Friday, August 23, 2013;

WHEREAS the Board of Governors at its September 10, 2013 regular meeting will consider the proposed tabled amendment and feedback received and vote to amend By-Law 2 "Concerning the Appointment, the Renewal of Mandate and the Evaluation of the Director General and the Academic Dean" as deemed appropriate.

353-07 **POLICY NO. 17 ON HEALTH AND SAFETY**

The Director General presented the new Policy no. 17 on Health and Safety that was prepared in collaboration with the Health and Safety Committee. It was followed by a period of questions.

WHEREAS the *Act Respecting Occupational Health and Safety* requires that each College adopts a Policy on Health and Safety;

WHEREAS the administration has drafted a Policy on Health and Safety in conformity to guidelines set forth in the *Act Respecting Occupational Health and Safety*;

WHEREAS the administration consulted the College's Health and Safety Committee and incorporated recommendations as deemed appropriate;

It was moved by Dwayne Rahal, seconded by Monique Lessard, and carried

THAT the Board of Governors at its meeting of June 11, 2013 adopt the said Policy

and

THAT the Policy becomes effective upon adoption by the Board and be known as Policy no. 17 on Health and Safety.

Prior to presenting the next items on Budgets, the Director General explained through a PowerPoint presentation the vision of the budgetary choices facing the College to reduce the day divisions continued reliance on the financial subsidies from the College auxiliary services to achieve yearly balance budget.

353-08 OPERATIONAL BUDGET 2013-2014

Prior to presenting the operational budget for 2013-2014 fiscal year, the Director General explained through a PowerPoint presentation the budgetary choices that must be made to address the following realities;

- Anticipated decreased in student enrollment;
- Additional budgetary cuts imposed by MESRST College's financial position by eliminating the day division dependence on yearly subsidies by 1.3 million provided by the Colleges auto-financial sectors.
- Solidify the development of College's financial position by eliminating the day division dependence on yearly subsidies of 1.3 million appropriated from the College's auto finance sector.

To adapt to the new realities of doing more with less the administration adopted:

- A 2-phase consultation process that was carried out in January with the management team who put forth recommendations regarding important principles and attributes of directorships, the operation budget and the principles and guidelines to abide by for the imminent budgetary cuts;
- The second phase management was divided into groups according to their respecting departments, which allowed for a more detail analysis of the above mentioned recommendations.

In addition to the above, Human Resources and Financial Services received specific mandates:

- Human Resources performed a situation analysis of the current reporting structure and recommended the repositioning of certain jobs in order to optimize the skills set alignment / employee job match;
- Financial Services performed a comparative analysis of expenses incurred by all departments for a period of 3 past fiscal years plus the current year and established a saving in budget allocation of \$358,350.

At the conclusion of the PowerPoint presentation and following a questions and answers period to the Director General from Board members, the Director of Finance explained, in detail, how the College was funded by MESRST under the FABES formula for the 2013-1024 fiscal year. He continued for the 2013-2014 fiscal year the administration appropriating moneys received under FABES and the \$358,350 saving as stated in the aforementioned paragraph reducing by \$600,000 the annual dependence of the day division from the College auto-finance sector resulting in only a \$700,000 subsidy reliance for the 2013-2014 fiscal year. The dependence of \$700,000 subsidy to

the Day division operational budget will be furthered reduced in equal installments of \$233,333 over the 2014-2015; 2015-2016; and 2016-2017 fiscal year. For the 2017-2018 fiscal year, the day division operation budget will be set solely on moneys received only under the FABES formula.

Following questions to the Director of finance from Board members on the structure of the operational budget for the fiscal year,

It was moved by Nathalie Wong Kee Song, seconded by Louise Arsenault, and carried

THAT the Board approve the balanced Operational Budget for the 2013-2014 fiscal year, as prepared by the administration.

353-09 CAPITAL BUDGET 2013-2014 - PROVISIONAL

It was moved by Andre Mumme, seconded by Andrew Biteen, and carried

THAT the Board approve a provisional Capital Budget of \$4,419,800 for the 2013-2014 fiscal year.

353-10 DELEGATION OF AUTHORITY GIVEN TO THE DIRECTOR GENERAL BY THE BOARD OF GOVERNORS AS PER RESOLUTION 329-07 – REPORT

The Director General explained that for the 2011-2012 fiscal year, the delegation of authority was exercised in only one instance: a contract in the amount of \$73 616.00 was awarded by way of a public tender to buy and install communication and AV equipment in the Anne-Marie-Edward Science building. While the work was being performed, additional work/parts became necessary. The added cost amounted to \$9 487.00 representing an adjustment of 12.89%.

353-11 LINE OF CREDIT 2013-2014 – OPERATIONAL BUDGET (tentative)

The information from the Ministry has not been received at this moment. This item will be brought back to the next regular meeting in September 2013.

353-12 LINE OF CREDIT 2013-2014 – CAPITAL BUDGET (tentative)

The information from the Ministry has not been received at this moment. This item will be brought back to the next regular meeting in September 2013.

353-13 FACSIMILE SIGNATURES - AMENDMENT TO RESOLUTION 270-08

In order to facilitate payment procedures,

It was moved by Nathalie Wong Kee Song, seconded by Andre Mumme, and carried

THAT the Board amend resolution 270-08 passed on September 14, 1999 authorizing the use of facsimile signatures of the Director General and the Comptroller and increase the limit from \$1,000.00 to \$5,000.00.

353-14 **EXTERNAL AUDITOR 2013-2014**

The Director of Corporate Affairs explained the process that was followed by a way of public tenders in order to conform to the Law and gave more details on how the proposals were evaluated before being presented to the Audit Committee.

WHEREAS John Abbott College, on April 15, 2013 issued a notice via public tender inviting audit firms to submit bids offering their services to act as the College's external auditor for the fiscal years 2013-2014; 2014-2015; 2015-2016; 2016-2017; 2017-2018;

WHEREAS by the prescribed deadline three (3) proposals were received;

WHEREAS the three (3) proposals were evaluated against the posted criteria "Évaluation qualité/prix";

WHEREAS it was determined that the firm of Raymond Chabot Grant Thornton attained the best rating;

WHEREAS the Board Audit Committee validated that the firm of Raymond Chabot Grant Thornton attained the highest rating when evaluated against the criteria "Évaluation qualité/prix";

It was moved by Ginette Sheehy, and seconded by Line Roussin, and carried

THAT the Board of Governors appoint the firm of Raymond Chabot Grant Thornton as the College's External Auditors for the 2013-2014 financial year.

353-15 **EXECUTIVE COMMITTEE MEETING DATES 2013-2014**

It was moved by Sergio Fratarcangeli, seconded by Cynthia Némorin, and carried

THAT the Board set the regular meetings of the Executive Committee of the Board of Governors of John Abbott College for the academic year 2013-2014 to start at 4:45 p.m. on the following days:

- August 28, 2013
- October 2, 2013
- November 6, 2013
- November 27, 2013
- January 29, 2014
- March 26, 2014
- May 28, 2014

353-16 **BOARD OF GOVERNORS MEETING DATES 2013-2014**

It was moved by Louise Arsenault, seconded by Nathalie Wong Kee Song, and carried

THAT the Board set the regular meetings of the Board of Governors of John Abbott College for the academic year 2013-2014 to start at 7:00 p.m. on the following days:

- September 10, 2013
- October 15, 2013
- November 19, 2013
- December 10, 2013
- February 11, 2014
- April 8, 2014
- June 10, 2014

353-17 **ELECTION OF CHAIRPERSON OF THE BOARD 2013-2014**

It was moved by Ginette Sheehy, seconded by Andre Mumme, and carried

THAT Joanne Simoneau-Polenz be nominated Chair of the Board of Governors for the 2013-2014 academic year.

353-18 **ELECTION OF VICE-CHAIRPERSON OF THE BOARD 2013-2014**

It was moved by Andrew Biteen, seconded by Line Roussin, and carried

THAT Cynthia Némorin be nominated Vice-chair of the Board of Governors for the 2013-2014 academic year.

353-19 **APPOINTMENT OF THE EXECUTIVE COMMITTEE 2013-2014**

It was moved by Louise Arsenault, seconded by Darryl Climan, and carried

THAT the Executive Committee be composed of:

- the Director General, Ginette Sheehy, who will chair the Committee;
- Joanne Simoneau-Polenz;
- Cynthia Némorin;
- Erich Schmedt, Academic Dean;
- One faculty member to be appointed at the next Board meeting; and
- One student member to be appointed at the next Board meeting after Students Election to the Board.

353-20 **ACADEMIC DEAN MANDATE OF RENEWAL / SEARCH COMMITTEE**

WHEREAS Erich Schmedt has decided to request a renewal of his mandate beyond April 7, 2014;

WHEREAS the College's By-law 2 sets the composition of a consultation committee for renewal of mandates for Academic Deans;

It was moved by Andre Mumme, seconded by Line Roussin, and carried

THAT the Board of Governors strike an Academic Dean Consultation Committee composed of:

- the Director General, Ginette Sheehy, who will chair the Committee;
- the Chair of the Board of Governors, Joanne Simoneau-Polenz;
- the Vice-Chair of the Board of Governors, Cynthia Némorin;
- faculty Board member Sergio Fratarcangeli;
- staff Board member Darryl Climan;
- non-employee Board member of the College: Louise Arsenault; and
- student Board member to be appointed after Students Election to the Board;

and

THAT the Committee be mandated to conduct whatever consultations for the mandate review that are considered necessary, and to make a recommendation to the Board of Governors on the renewal or non-renewal of the mandate, no later than November 19, 2013.

353-21 **DIRECTOR GENERAL MANDATE OF RENEWAL / SEARCH COMMITTEE**

WHEREAS Ginette Sheehy has decided not to request a renewal of her mandate beyond February 1, 2014;

WHEREAS the College's By-law 2 sets the composition of search committees for Directors General;

It was moved by Nathalie Wong Kee Song, seconded by Line Roussin, and carried

THAT the Board of Governors strike a Director General Search Committee composed of:

- the Chair of the Board of Governors, Joanne Simoneau-Polenz, who will chair the Committee
- the Vice-Chair of the Board of Governors, Cynthia Némorin;

- the Academic Dean, Erich Schmedt;
- faculty Board member Sergio Fratarcangeli;
- staff Board member Darryl Climan;
- non-employee board members of the College
Andre Mumme and Louise Arsenault; and
- student Board member to be appointed after Students Election to the Board;

and

THAT the Committee be authorized to retain a firm to assist the Search Committee in the Search process which includes; develop criteria for the position; authorize advertisements; interview potential candidates and consult the Academic Council on the candidate to be recommended to the Board of Governors and make a recommendation to the Board no later than December 10, 2013.

1 abstention: Ginette Sheehy wish to record her abstention on the above resolution

353-22 ACADEMIC COUNCIL COMPOSITION 2013-2014

It was moved by Darryl Climan, seconded by Andrew Biteen, and carried

THAT in conformity to By-Law 5, Articles 2.1.1.1. the administrators identified below be appointed members of the Academic Council for the 2013-2014 academic year:

<u>Members</u>		<u>Replacement</u>
Erich Schmedt	Academic Dean	Kim Rousseau
Thomas McKendy	Dean of Arts and General Education	
Ronnie Dorsnie	Dean of Academic Resources	
Gary Johnson	Dean of Science and Social Science	

WHEREAS Article 2.1.1 of By-Law 5 sets the number of members per category;

WHEREAS Article 2.2.1 of the same By-Law sets the election of non-teaching professionals, support staff, students and teacher representatives as members of the Academic Council was carried out by means of a secret ballot by their respective peers;

WHEREAS as required by Article 2.2, the Secretary General has validated that the members so elected by their peers were elected in conformity to By-Law 5, Article 2.2;

AND

It was moved by Cynthia Némorin, seconded by Andre Mumme and carried

THAT the Board ratify the election of the individuals named below and appoint them as members of the Academic Council for the 2013-2014 academic year.

Members

Potential Replacements

Faculty

Violaine Arès, H/P/R
Ute Beffert, Nursing
Stephen Bryce, Geosciences
Roger Haughey, H/P/R
Alexandre Panassenko, Mathematics
Karl J. Raudsepp, Music/Theatre & Music
Robbyn Seller, Anthropology
Abe Sosnowicz, English
Lawrence Szigeti, English
Christopher Tromp, Physics
James Vanstone, HEPS

To be determined in the Fall

Non-teaching Professionals

Lou Chapman

Patricia Mackie

Administrative support

Joanne Ross

Wendy Cloutier

Students

Charles Keita
Nabil Shah
MandeepSingh

Anthony Koury
Alexander D'Arienzo

353-23 **AEC PROGRAM – MOBILE APPLICATIONS DEVELOPMENT – LEA.C4
– CONTINUING EDUCATION**

In the absence of the Director of Continuing Education, Diane McGee, the Interim Academic Dean, Gary Johnson presented the new AEC program and explained that the expertise of this program is very in demand. The presentation was followed by a period of questions.

WHEREAS Article 16 of the Règlement sur le régime des études collégiales authorizes colleges to establish and implement an institutional program leading to an Attestation of College Studies (AEC);

WHEREAS this AEC *de perfectionnement* is meant for people who already have experience in object oriented programming, the specialization offered by the program will enhance their expertise and employability in a dynamic sector of the industry;

WHEREAS it has been based on one that was developed by Cégep de Sainte-Foy and approved by the MELS in 2011;

WHEREAS it is designed in accordance with the framework for developing AEC programs;

WHEREAS it is based on competencies, formulated in terms of objectives and standards;

WHEREAS the Academic Council at its April 19, 2013 meeting, recommended the adoption of the Attestation of College Studies (AEC) for Mobile Applications Development Program;

It was moved by Line Roussin, seconded by Louise Arsenault, and carried

THAT the Board of Governors approve the institutional program leading to an Attestation of College Studies (AEC) in Mobile Applications Development Program LEA.C4 for students registering for Fall 2013.

353-24 **STUDENT DIPLOMA REQUESTS – PREVIOUS SEMESTERS**

It was moved by Cynthia Némorin, seconded by Nathalie Wong Kee Song, and carried

THAT the Board approve for forwarding to Quebec, the names of 3 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 6 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in May 2013, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

353-25 **OPERATIONS REPORT**

The Director General presented the Operations Report included in the package

353-26 Prior to closing the meeting, the Director General wishes to thank two (2) members of the Board of Directors of the John Abbott College Foundation, Mr. Stephen Cheasley and Mr. Gary Whitaker, who have decided to resign from their position to achieve other personal goals, and proposed that the Board of Governors of John Abbott College recognize their participation and contribution to the John Abbott College Foundation.

353-27 **CLOSING OF THE 353rd BOARD MEETING**

Prior to closing the meeting, the Chair wishes to express a special tribute to the Director of Corporate Affairs, Gerald Stachrowski, who will retire after 42 dedicated years of service. She recognized and praised his loyal commitment to the College, the rigor applied to his work, a remarkable capacity to adapt, his patience and also his sense of humour. On behalf of the past 27 Chairs and Vice-Chairs, she expressed sincere thankfulness to Mr. Stachrowski who accompanied, advised and supported them during his career at the College.

It was moved by Cynthia Némorin

THAT the 353rd Board Meeting be adjourned.

Chair

Secretary General