

BOARD OF GOVERNORS

354th REGULAR BOARD MEETING – SEPTEMBER 10, 2013 – 7:00 PM – SH-104

Present:	Joanne Simoneau-Polenz, Chair Ginette Sheehy, Director General Louise Arsenault Guylaine Audet Jeff Bedard Darryl Climan Jeffrey Derevensky Raymond Fourneaux Sergio Fratarcangeli Sebastian Molina-Calvo Andre Mumme Cynthia Némorin, Vice-Chair Antonio Pampena Dwayne Rahal William Russell Erich Schmedt, Academic Dean Rosanna Fortunato, Recording Secretary	Regrets:	Monique Lessard Line Roussin Andrew Biteen
By invitation:	Caroline Charbonneau, Director, Finance and Legal Affairs Michael Johnston, Director, Facilities / IT Services Diane McGee, Director of Continuing Education & International Programs Dennis Waide, Director, Student Services Donna Yates, Director, Human Resources		

The Chair, Joanne Simoneau-Polenz, welcomed Board members and Directors to the first meeting of the 2013-2014 academic year. She introduced and welcomed to the Board:

- Guylaine Audet, newly appointed member representing the Business Community;
- Antonio Pampena, newly acclaimed student representing the technical studies sector; and
- Sebastian Molina-Calvo, newly elected student representing the pre-university sector.

The Chair also reviewed, in brief, By-Law 1 “Concerning the General Administration of the College” and Policy 5 “Concerning Code of Ethics and Professional Conduct for Members of the Board of Governors”.

354-01 ACCEPTANCE OF AGENDA

The Director General stated that item 8 of the agenda is deleted as the College has not yet received the *Régime d'emprunts à long terme*. It will be presented at the next Board meeting.

It was moved by Darryl Climan, seconded by Erich Schmedt, and carried

THAT the Board approve the agenda, as amended.

354-02 353rd REGULAR BOARD OF GOVERNORS MEETING MINUTES

It was moved by Louise Arsenault, seconded by Andre Mumme, and carried

THAT the Minutes of the 353rd Board meeting be approved, with the following modification to correct a typo error.

Resolution 353-06 should read as follows:

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.

354-03 BUSINESS ARISING FROM THE 353rd BOARD MEETING

All points will be covered during the current meeting.

354-04 CORRESPONDENCE

- Letter dated June 19, 2013 received from Hélène Cadieux from *Bibliothèque et Archives nationales* which confirms that John Abbott's procedures regarding the classification and the maintenance of documents have been approved by the government.
- Letter dated June 27, 2013 received from Christiane Piché from MESRST regarding By-law 6 confirms that the amendment to By-law 6 has been approved by MESRST.
- Letter dated August 14, 2013 from Ginette Dion from MESRST regarding the nomination of Madame Guylaine Audet, as the representative of the Business Community, to the Board of

Governors for a three year period.

354-05 REPORT OF THE EXECUTIVE COMMITTEE

The Director General reviewed the decisions taken by the Executive Committee since the last Board meeting in June 2013.

**354-06 SIGNING AUTHORITY
- CONTRATS D'ASSOCIATION – STAGES EN ÉTABLISSEMENT**

WHEREAS the College is subject to the entente "*Contrats d'association – Stages en établissement*" entered into between the *Ministère de la Santé et des Services sociaux* (MSSS) and the *Ministère de l'Éducation, du Loisir et du Sport* (MELS) / *Ministère de l'enseignement supérieur, de la Recherche, de la Science et la Technologie* (MESRST);

WHEREAS the purpose of the entente is to determine certain amounts payable to the MSSS institutions for the use of their premises to accommodate our student stagiaires;

WHEREAS the technical programs listed in Annex 2 are subject to the above mentioned entente;

It was moved by Raymond Fourneaux, seconded by Andre Mumme, and carried

THAT the Board amend its resolution 176-08 passed on January 27, 1993, entitled "SIGNING AUTHORITY - AFFILIATION CONTRACTS"

"**THAT** the Secretary General be the signing authority for the contracts proposed by DIGEC for the use of hospital facilities for the training of nursing or other para-medical students"

to be amended as follows:

THAT any "*Contrats d'association*" to be entered into by the College for the purpose of training stagiaires and requiring the signature of the College, be signed by the Director of Finance and Legal Affairs and/or the Academic Dean.

354-07 AMENDMENT TO BY-LAW 2 "CONCERNING THE APPOINTMENT, THE RENEWAL OF MANDATE AND THE EVALUATION OF THE DIRECTOR GENERAL AND THE ACADEMIC DEAN"

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 amendment to By-law 2 “Concerning the Appointment, the Renewal of Mandate and the Evaluation of the Director General and the Academic Dean” was 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 was tabled for Board members to forward to the Secretary General any feedback by Friday, August 23, 2013;

WHEREAS no feedback was received to the tabled By-law on June 11, 2013.

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

THAT the Board of Governors approve By-law 2 “Concerning the Appointment, the Renewal of Mandate and the Evaluation of the Director General and the Academic Dean” as amended and to take effect on September 11, 2013.

It was duly noted that due to a conflict of interest, the Director General and the Academic Dean did not vote on this item.

354-08 RÉGIME D’EMPRUNTS A LONG TERME

TABLED.

Will be presented at the next Board Meeting.

354-09 ANALYSE DU RAPPORT FINANCIER 2011-2012

The Director General explained the different aspects of the analysis received from the MESRST of John Abbott College’s 2011-2012 Financial Report. In conclusion, the College’s surplus increased by \$150,120.00.

354-10 CAPITAL BUDGET 2011-2012 – AMENDMENT TO RESOLUTION 342-06

WHEREAS the Board of Governors at its June 28, 2011 meeting, passed resolution 341-06, setting the College’s capital budget as provisional at **\$3,439,500** for fiscal year 2011-2012;

WHEREAS the Board of Governors at its September 13, 2011 meeting, passed resolution 342-06, setting the College’s capital budget at **\$4,556,600** for fiscal year 2011-2012;

WHEREAS on **August 8, 2013** John Abbott College was notified that the capital budget for the 2011-2012 fiscal year is modified to reflect the allocation adjustments, therefore, resulting in a reduction of **\$70,900** setting the capital budget for 2011-2012 fiscal year at **\$4,485,700**;

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

THAT the Board of Governors amend Resolution 342-06 passed on September 13, 2011 to reflect the authorized new capital budget as **\$4,485,700** for the fiscal year 2011-2012.

354-11 **CAPITAL BUDGET 2012-2013 – AMENDMENT TO RESOLUTION 348-08**

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** for fiscal year 2012-2013;

WHEREAS the Board of Governors at its September 11, 2012 meeting, passed resolution 348-08, setting the College's capital budget at **\$4,556,600** for fiscal year 2012-2013;

WHEREAS on **August 8, 2013** John Abbott College was notified that the capital budget for the 2012-2013 fiscal year is modified to reflect the allocation adjustments, therefore, resulting in an increase of **\$3,200** setting the capital budget for 2012-2013 fiscal year at **\$4,559,800**;

It was moved by Jeffrey Derevensky, seconded by Andre Mumme, and carried

THAT the Board of Governors amend Resolution 348-08 passed on September 11, 2012 to reflect the authorized new capital budget as **\$4,559,800** for the fiscal year 2012-2013.

354-12 **CAPITAL BUDGET 2013-2014 – AMENDMENT TO RESOLUTION 353-09**

WHEREAS the Board of Governors at its June 11, 2013 meeting, passed resolution 353-09, setting the College's capital budget as provisional at **\$4,419,800**;

WHEREAS on **June 14, 2013** John Abbott College was notified that the capital budget for the 2013-2014 fiscal year is set at **\$5,146,200**, an increase of **\$726,400**;

It was moved by Erich Schmedt, seconded by Jeff Bedard, and carried

THAT the Board of Governors amend Resolution 353-09 passed on June 11, 2013 to reflect the authorized new capital budget as **\$5,146,200** for the fiscal year 2013-2014.

354-13 LINE OF CREDIT 2013-2014 – OPERATIONAL BUDGET

It was moved by Louise Aresenault, seconded by Andre Mumme, 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 \$3,741,000 during the period of July 1, 2013 to August 31, 2013;
- up to the sum of \$8,017,000 during the period of September 1, 2013 to March 31, 2014;
- up to the sum of \$7,482,000 during the period of April 1, 2014 to June 30, 2014,

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 June 5, 2013 (Objet: *Autorisation de la marge de crédit – Fonds de fonctionnement pour l'année scolaire 2013-2014*);

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 Finance and Legal Affairs be authorized to sign for, on behalf of the College, all documents and instruments evidencing the said advances.

354-14 LINE OF CREDIT 2013-2014 – CAPITAL BUDGET

It was moved by Cynthia Némorin, 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 \$17,658,000 during the period of July 1, 2013 to May 31, 2014;
- up to the sum of \$21,780,000 during the period of June 1, 2014 to June 8, 2014;
- up to the sum of \$28,523,000 during the period of June 9, 2014 to June 30, 2014;

bearing interest at the rate in accordance with the letter of authority to borrow signed by Gilbert Charland, *le sous-ministre du Ministère de l'Enseignement supérieur, de la Recherche, de la Science et de la Technologie*, dated June 26, 2013 (Objet: *Autorisation de la marge de crédit – Fonds des investissements Année scolaire 2013-2014*);

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 Finance and Legal Affairs be authorized to sign for, on behalf of the College, all documents and instruments evidencing the said advances.

354-15 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 Chairperson of the Board and two other Board members who are not employees of the College.

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

THAT the Board of Governors approves the composition of the Audit Committee for the 2013-2014 fiscal year as recommended by the Executive Committee to be:

- the Director General, Ginette Sheehy;
- the Chairperson of the Board, Joanne Simoneau-Polenz;
- Jeff Bedard;
- Cynthia Némorin;
- the Director of Finance and Legal Affairs and the Coordinator of Financial Services as resource persons;

and

THAT

the Director General will chair the Committee.

354-16 APPOINTMENT OF THE EXECUTIVE COMMITTEE 2013-2014

WHEREAS the Board of Governors approved, at its June 11, 2013 meeting, the composition of the following members to the Executive Committee:

- the Director General, Ginette Sheehy, who will chair the Committee;
- Joanne Simoneau-Polenz;
- Cynthia Némorin;
- Erich Schmedt, Academic Dean;

WHEREAS the faculty and student member were to be appointed at the September 10, 2013 Board of Governors meeting.

It was moved by Ginette Sheehy, seconded by Dwayne Rahal, and carried

THAT the faculty and student member, appointed to the Executive Committee, are as follows :

- William Russell;
- Sebastian Molina Calvo

354-17 ACADEMIC DEAN RENEWAL MANDATE
- TIMELINE

The Chair requested that this section of the meeting be held “in camera”.

354-18 DIRECTOR GENERAL SEARCH COMMITTEE
- TIMELINE

The Chair requested that this section of the meeting be held “in camera”.

354-19 APPOINTMENT OF THE BOARD COMMITTEE /ACADEMIC DEAN RENEWAL MANDATE /
SEARCH COMMITTEE / APPOINTMENT OF STUDENT MEMBER

WHEREAS the Board of Governors approved, at its June 11, 2013 meeting, the composition of the following members to the Academic Dean Consultation Committee:

- the Director General, Ginette Sheehy, who will chair the Committee;
- Chair of the Board of Governors, Joanne Simoneau-Polenz;
- Vice-Chair of the Board of Governors, Cynthia Némorin;
- Faculty Board member, Sergio Fratarcangeli;
- Staff Board member, Darryl Climan;
- Other member of the Board who is not an employee of the College, Louise Arsenault;

WHEREAS the student member was to be appointed at the September 10, 2013 Board of Governors meeting;

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

THAT the student member, appointed to the Board Committee / Academic Dean Renewal Mandate/ Search Committee be:

- Antonio Pampena

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.

354-20 **APPOINTMENT OF THE BOARD COMMITTEE / DIRECTOR GENERAL SEARCH COMMITTEE / APPOINTMENT OF STUDENT MEMBER**

WHEREAS the Board of Governors approved, at its June 11, 2013 meeting, the composition of the following members to the Director General Search Committee:

- Chair of the Board of Governors, Joanne Simoneau-Polenz, who will chair the Committee;
- Vice-Chair of the Board of Governors, Cynthia Némorin;
- Academic Dean, Erich Schmedt;
- Faculty Board member, Sergio Fratarcangeli;
- Staff Board member, Darryl Climan;
- Non-employee Board members, Andre Mumme and Louise Arsenault;

WHEREAS the student member was to be appointed at the September 10, 2013 Board of Governors meeting;

It was moved by Darryl Climan, seconded by Guylaine Audet, and carried

THAT the student member, appointed to the Board Committee / Director General Search Committee be:

- Sebastian Molina Calvo

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.

354-21 **STUDENT DIPLOMA REQUESTS – PREVIOUS SEMESTERS**

It was moved by William Russell, seconded by Raymond Fourneaux, and carried

THAT the Board approve for forwarding to Quebec, the names of 1302 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 64 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in August 2013, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

354-22 **OPERATIONS REPORT**

The Director General and the Academic Dean presented the Operations Report included in the package.

Prior to closing the meeting, the Chair extended her gratitude to Nathalie Wong Kee Song for all her great work during her mandate on the Board of Governors as well as best wishes with her future endeavours.

354-23 CLOSING OF THE 354th BOARD MEETING

It was moved by Raymond Fourneaux

THAT the 354th Board Meeting be adjourned.

Chair

Interim Secretary General



BOARD OF GOVERNORS

355th REGULAR BOARD MEETING – OCTOBER 15, 2013 – 19:00 – SH-104

This meeting was not held due to a lack of agenda items and will reconvene, as scheduled, on November 19, 2013.



BOARD OF GOVERNORS

356th REGULAR BOARD MEETING – NOVEMBER 19, 2013 – 7:00 PM – SH-104

Present:	Joanne Simoneau-Polenz, Chair Ginette Sheehy, Director General Guylaine Audet Louise Arsenault Jeff Bedard Andrew Biteen Darryl Climan Raymond Fourneaux Sergio Fratarcangeli Monique Lessard Sebastian Molina-Calvo Andre Mumme Cynthia Némorin, Vice-Chair Antonio Pampena Dwayne Rahal William Russell Erich Schmedt, Academic Dean Stavroula Makris, Secretary General Rosanna Fortunato, Recording Secretary	Regrets:	Jeffrey Derevensky Line Roussin
By invitation:	Caroline Charbonneau, Director, Finance & Legal Affairs Diane McGee, Director, Continuing Education & International Programs Dennis Waide, Director, Student Services Donna Yates, Director, Human Resources Stephanie Hygate, Coordinator, International Programs Patrice Lemieux, Manager, Housing Services (<i>arrived at item 6</i>) Daniel Nyisztor, Comptroller, Financial Services (<i>present for item 8 only</i>) C. Kippy Wiegand, Deloitte s.e.n.c.r.l. (<i>present for item 8 only</i>)		

Before commencing the meeting, the Director General welcomed the new Secretary General, Ms. Stavroula (Voula) Makris. Ms. Makris is a corporate, commercial and transactional lawyer with several years of experience at a leading Canadian law firm.

356-01 APPROVAL OF AGENDA

It was moved by Darryl Climan, seconded by Joanne Simoneau-Polenz, and carried
THAT the Agenda be approved as presented.

356-02 MINUTES – 354th BOARD MEETING

It was moved by Louise Arsenault, seconded by Guylaine Audet, and carried
THAT the Minutes of the 354th Board meeting be approved as presented.

356-03 BUSINESS ARISING FROM THE 354th MEETING

There was no business arising from the 354th Meeting.

356-04 CORRESPONDENCE

There was no correspondence arising from the 354th Meeting.

356-05 REPORT FROM THE EXECUTIVE COMMITTEE

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

356-06 ANCILLARY SERVICES DEVELOPMENT PLANS

Directors and Managers responsible for ancillary services presented to the Board a synopsis of how they will apply the new vision for reinvesting resources in their respective sectors.

356-07 RÉGIME D'EMPRUNTS À LONG TERME

*ATTENDU QUE, conformément à l'article 78 de la Loi sur l'administration financière (chapitre 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 2014**, des emprunt à long terme auprès du ministre des Finances et de l'Économie, à titre de responsable du Fonds de financement, pour un montant n'excédant pas **3 500 000 \$**;*

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'emprunter 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 tout emprunt en vertu de ce régime, à en établir les montants et les autres caractéristiques et à accepter les modalités et conditions relatives à chacun de ces emprunts;

ATTENDU QUE le ministre de l'Enseignement supérieur, de la Recherche, de la Science et de la Technologie (le « **Ministre** ») a autorisé l'institution par l'Emprunteur du présent régime d'emprunts, selon les conditions auxquelles réfère sa lettre du **27 septembre 2013**;

**SUR LA PROPOSITION DE Andre Mumme, appuyée par Antonio Pampena,
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 2014**, des emprunts à long terme auprès du ministre des Finances et de l'Économie, à titre de responsable du Fonds de financement, pour un montant n'excédant pas **3 500 000 \$**, soit institué (le « **Régime d'emprunts** »);
2. QUE les emprunts à long terme effectués par l'Emprunteur en vertu du Régime d'emprunts soient sujets 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 au 30 juin et comprises dans la période visée au paragraphe 1, effectuer des 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 un 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 le 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 emprunt ne pourra être effectué qu'en monnaie légale du Canada, sur le marché canadien ou auprès du ministre des Finances et de l'Économie, à titre de responsable du Fonds de financement;
 - d) les emprunts seront effectués par l'émission de titres d'emprunt sur le marché canadien (les « **Obligations** ») ou auprès du ministre des Finances et de l'Économie, à titre de responsable du Fonds de financement;
 - e) le produit de chaque 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 le Ministre;

3. *QU'aux fins de déterminer le montant total auquel réfère le paragraphe 1 ci-dessus, on ne tienne 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 et de l'Économie 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 emprunts en vertu du Régime d'emprunts sont effectués **par l'émission d'Obligations**, chacun de ces emprunts comporte les caractéristiques suivantes :*
 - a) *la société de fiducie désignée par le ministre des Finances et de l'Économie, 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 et de l'Économie, 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 et de l'Économie, 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 et de l'Économie, 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, le 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 le 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 et de l'Économie, agissant pour le compte de l'Emprunteur, et qui sera par la suite conclue entre ce dernier, la société de fiducie et le 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 et de l'Économie, agissant pour le compte de l'Emprunteur, et qui sera par la suite conclue entre ce dernier, la société de fiducie et le Ministre;*
- k) les Obligations seront vendues en vertu du contrat de prise ferme à intervenir entre le ministre des Finances et de l'Économie, 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 (chapitre 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 le 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 et de l'Économie pour former un fonds d'amortissement leur soient remises par le ministre des Finances et de l'Économie 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 et de l'Économie, 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 et de l'Économie, 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 et de l'Économie, 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 et de l'Économie;*
- 8. QUE dans le cas où les emprunts en vertu du Régime d'emprunts sont effectués **auprès du ministre des Finances et de l'Économie, à titre de responsable du Fonds de financement**, 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 emprunts effectués par l'émission d'Obligations, et ce, aux termes d'une seule et unique convention de prêt à être conclue entre l'Emprunteur et le ministre des Finances et de l'Économie, à titre de responsable du Fonds de financement;*
 - b) chaque emprunt sera constaté par un billet fait à l'ordre du ministre des Finances et de l'Économie, à titre de responsable du Fonds de financement;*
 - c) le taux d'intérêt payable sur les emprunts sera établi selon les critères déterminés par le gouvernement en vertu du décret numéro 1267-2001 du 24 octobre 2001, concernant les critères de fixation des taux d'intérêt qui peuvent être exigés sur ces emprunts ainsi que la nature des coûts imputable dans le calcul de ces taux ou dans le calcul du remboursement des emprunts, adopté en vertu de l'article 24 de la Loi sur le ministère des Finances (chapitre M-24.01), 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 le Ministre, au nom du gouvernement du Québec, sera affectée d'une hypothèque mobilière sans dépossession en faveur du ministre des Finances et de l'Économie, à titre de responsable du Fonds de financement.*

9. QUE l'Emprunteur soit autorisé à payer, à même le produit de chaque emprunt contracté auprès du ministre des Finances et de l'Économie, à titre de responsable du Fonds de financement 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 :

Le président ou la présidente du conseil d'administration, le directeur général ou la directrice générale, la directrice des finances et affaires juridiques 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 pour les mêmes fins, la présente résolution remplace la résolution antérieure, sans pour autant affecter la validité des emprunts conclus sous son autorité avant la date du présent régime d'emprunts.

356-08 AUDITED FINANCIAL STATEMENTS 2012-2013

Ms. Caroline Charbonneau, Director of Finance & Legal Affairs, reviewed and explained the internal financial statements for the 2012-2013 fiscal year.

Mr. C. Kippy Wiegand, from Deloitte s.e.n.c.r.l., the College's external auditors presented the auditor's report.

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

CONSIDÉRANT le dépôt du rapport financier pour examen;

CONSIDÉRANT le rapport de vérification préparé par la firme Deloitte s.e.n.c.r.l., dûment mandatée par la résolution 349-08;

CONSIDÉRANT la recommandation du comité exécutif quant à l'adoption par le conseil d'administration des états financiers vérifiés pour l'exercice financier 2012-2013;

Sur proposition de Jeff Bedard, appuyée par Andrew Biteen

IL EST RÉSOLU :

QUE le conseil d'administration adopte pour l'exercice financier 2012-2013 :

- la section « états financiers » du fonds de fonctionnement;*
- la section « états financiers » du fonds d'immobilisations;*
- les notes aux états financiers;*
- le rapport de l'auditeur indépendant;*
- le questionnaire à l'intention de l'auditeur indépendant;*
- les résultats de la vérification sur l'effectif;*
- les résultats de la vérification sur l'énergie.*

**356-09 APPROPRIATION FROM THE COLLEGE'S SURPLUS ACCOUNT
– INTERNATIONAL NON-CREDIT DAY STUDENTS (INCAS)**

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, 2013 show an unappropriated accumulated surplus of \$3,038,535;

WHEREAS the Executive Committee is recommending that the Board of Governors appropriate \$14,123 from the College's unappropriated accumulated surplus account, to be used to augment the teaching resources at John Abbott College;

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

THAT the Board of Governors authorize the appropriation of \$14,123 from the College's unappropriated accumulated surplus account, to be added to the \$952,859 previously approved, for a total of \$966,982, said funds to be held in a segregated account and to be used to augment the teaching resources at John Abbott College, thus bringing the College's unappropriated accumulated surplus account to \$3,024,412.

**356-10 DISAPPROPRIATION FROM THE COLLEGE'S SURPLUS ACCOUNT – DECOMMISSIONING OF
POWER PLANT/WATER TOWER AND CONNECTION TO VILLE DE MONTRÉAL**

WHEREAS the College's unappropriated accumulated surplus account is now \$3,024,412;

WHEREAS the previously appropriated budget for the Decommissioning of Power Plant/Water Tower and Connection to Ville de Montréal is no longer necessary;

WHEREAS the Executive Committee is recommending that the Board of Governors authorize the

disappropriation of \$82,795 from the College's appropriated accumulated surplus account with respect to the Decommissioning of Power Plant/Water Tower and Connection to Ville de Montréal account;

It was moved by Guylaine Audet, seconded by Raymond Fourneaux, and carried

THAT the Board of Governors authorize the disappropriation of \$82,795 from the College's appropriated accumulated surplus account, to be removed from the \$200,000 previously approved, thus bringing the Decommissioning of Power Plant/Water Tower and Connection to Ville de Montréal account to \$0, for a total unappropriated accumulated surplus of \$3,107,207, said funds to be held in a segregated account.

356-11 **DISAPPROPRIATION FROM THE COLLEGE'S SURPLUS ACCOUNT – EMERGENCY GENERATOR**

WHEREAS the College's unappropriated accumulated surplus account is now \$3,107,207;

WHEREAS the previously appropriated budget for the Emergency Generator is no longer necessary;

WHEREAS the Executive Committee is recommending that the Board of Governors authorize the disappropriation of \$330,323 from the College's appropriated accumulated surplus account with respect to the Emergency Generator account;

It was moved by Louise Arsenault, seconded by Sebastian Molina-Calvo, and carried

THAT the Board of Governors authorize the disappropriation of \$330,323 from the College's appropriated accumulated surplus account, to be removed from the \$820,000 previously approved, thus bringing the Emergency Generator account to \$0, for a total unappropriated accumulated surplus of \$3,437,530, said funds to be held in a segregated account.

356-12 **APPROPRIATION FROM THE COLLEGE'S SURPLUS ACCOUNT – HEATING PLANT (PHASE II)**

WHEREAS the College's unappropriated accumulated surplus account is now \$3,437,530;

WHEREAS the Executive Committee is recommending that the Board of Governors authorize the appropriation of \$115,000 from the College's unappropriated accumulated surplus account, to be used solely for the Heating Plant (Phase II) project;

It was moved by Darryl Climan, seconded by Erich Schmedt, and carried

THAT the Board of Governors authorize the appropriation of \$115,000 from the College's unappropriated accumulated surplus account, to be added to the \$1,400,000 previously approved, for a total of \$1,515,000, said funds to be held in a segregated account and to be used solely for the Heating Plant (Phase II) project, thus bringing the College's unappropriated accumulated surplus account to \$3,322,530 and the Heating Plant (Phase II) project account to \$1,129,590.

356-13 **APPROPRIATION FROM THE COLLEGE'S SURPLUS ACCOUNT – RENOVATION PROJECTS**

WHEREAS the College's unappropriated accumulated surplus account is now \$3,322,530;

WHEREAS the College wishes to maintain a contingency of \$1,000,000;

WHEREAS the Executive Committee is recommending that the Board of Governors authorize the appropriation of \$2,322,530 from the College's unappropriated accumulated surplus account, to be used solely for Renovation Projects;

It was moved by Sergio Fratarcangeli, seconded by Monique Lessard, and carried

THAT the Board of Governors authorize the appropriation of \$2,322,530 from the College's unappropriated accumulated surplus account, said funds to be held in a segregated account and to be used solely for Renovation Projects, thus bringing the renovation fund to \$7,182,691 and the College's unappropriated accumulated surplus account to \$1,000,000.

356-14 **FOUNDATION FINANCIAL STATEMENTS**

JOHN ABBOTT COLLEGE FOUNDATION FINANCIAL STATEMENTS FOR THE YEARS ENDED JUNE 30, 2013 AND JUNE 30, 2012

Ms. Caroline Charbonneau, Director of Finance & Legal Affairs, presented the Foundation's audited financial statements for the years ended June 30, 2013 and June 30, 2012.

Following an exchange of questions on the matter:

It was moved by Antonio Pampena, seconded by Andre Mumme, and carried

THAT the Board of Governors receive the Foundation's Financial Statements for the years ended June 30, 2013 and June 30, 2012.

356-15 **COMMITTEE REPORT OF RENEWAL OF THE ACADEMIC DEAN**

The Director General explained that the recommendation to the Board of Governors with respect to the renewal of the Academic Dean has been delayed as the Director General could not be present at the last Academic Council Meeting. The recommendation will be made once the meeting with Academic Council occurs.

356-16 **COMMITTEE REPORT OF DIRECTOR GENERAL SEARCH COMMITTEE**

The Chair commended the Committee for its participation and dedication. The Chair explained that the Committee may be in a position to present its recommendation at the next meeting of the Board

of Governors; a meeting with Academic Council is to occur before such recommendation.

356-17 ACADEMIC COUNCIL COMPOSITION – STUDENT REPRESENTATIVES

It was moved by Sebastian Molina-Calvo, seconded by Sergio Fratarcangeli, and carried

THAT the list of Academic Council student representatives, regular and replacement, be as follows for the remainder of the 2013-2014 academic year, and that Resolution 353-22 be amended accordingly:

Regular

Charles Keita
Nabil Shah
Emily Deraiche

Replacement

Abdullah El-Safadi
Gabriel Casola

356-18 ACADEMIC CALENDAR – CONTINUING EDUCATION – AMENDMENT TO RESOLUTION 350-11

It was moved by Cynthia Némorin, seconded by Dwayne Rahal, and carried

THAT the Board of Governors approve the amendment to the Academic Calendar for Continuing Education for the 2013-2014 academic year, as presented by the Academic Dean, and that Resolution 350-11 be amended accordingly.

Article 12 of the General and Vocational Colleges Act, R.S.Q., c. C-29, was applied and no staff member on the Board, with the exception of the Director General and the Academic Dean, were eligible to vote.

356-19 JOHN ABBOTT COLLEGE 2012-2013 ANNUAL REPORT

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

THAT the Board of Governors approve John Abbott College's 2012-2013 Annual Report, as presented.

The Director General extended her gratitude to the Communications Department for a job well done.

356-20 JOHN ABBOTT COLLEGE FOUNDATION 2012-2013 ANNUAL REPORT

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

THAT the Board of Governors receive the Foundation's 2012-2013 Annual Report.

356-21 STUDENT DIPLOMA REQUESTS – PREVIOUS SEMESTERS

It was moved by Raymond Fourneaux, seconded by Monique Lessard, and carried

THAT the Board of Governors approve for forwarding to Quebec, the names of 24 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 48 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in November 2013, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

356-22 OPERATIONS REPORT

The Director General and the Academic Dean presented the Operations Report included in the package.

356-23 CLOSING OF THE 356th BOARD MEETING

It was moved by William Russell

THAT the 356th Board meeting be adjourned.

Chair

Secretary General



BOARD OF GOVERNORS

357th REGULAR BOARD MEETING – DECEMBER 10, 2013 – 7:00 PM – SH-104

Present: Joanne Simoneau-Polenz, Chair
Ginette Sheehy, Director General
Guylaine Audet
Louise Arsenault
Jeff Bedard
Andrew Biteen
Jeffrey Derevensky
Darryl Climan
Raymond Fourneaux
Sergio Fratarcangeli
Monique Lessard
Sebastian Molina-Calvo
Andre Mumme
Cynthia Némorin, Vice-Chair
Antonio Pampena
Dwayne Rahal
William Russell
Erich Schmedt, Academic Dean
Stavroula Makris, Secretary General

Regrets: Line Roussin

By invitation: Lison Desclos, Recording Secretary
Caroline Charbonneau, Director, Finance & Legal Affairs
Michael Johnston, Director, Facilities & Information Technologies
Diane McGee, Director, Continuing Education & International Programs
Donna Yates, Director, Human Resources
Margaret Leech, Dean of Technologies
Julien Charest, John Abbott College Faculty Association (JACFA) representative
Richard Masters, JACFA representative

The Chair, Joanne Simoneau-Polenz, welcomed all present to the 357th regular Board meeting.

357-01 APPROVAL OF AGENDA

It was moved by Cynthia Némorin, seconded by Jeff Bedard, and carried

THAT the Agenda be approved as presented.

357-02 MINUTES – 356th BOARD MEETING

It was moved by Raymond Fourneaux, seconded by Andre Mumme, and carried

THAT the Minutes of the 356th Board meeting be approved as presented.

357-03 BUSINESS ARISING FROM THE 356th MEETING

Caroline Charbonneau, Director of Finance & Legal Affairs, followed up on a question asked by a Board member at the 356th Board meeting regarding budget cuts (Resolution 356-08 – Audited Financial Statements 2012-2013). In such respect, Caroline explained the different types of budget cuts that Colleges may be subject to, how and when they present themselves.

There was no other business arising from the 356th Meeting.

357-04 CORRESPONDENCE

There was no correspondence arising from the 356th Meeting.

357-05 REPORT FROM THE EXECUTIVE COMMITTEE

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

357-06 PROGRAM PLANNER MODIFICATION – COMPUTER SCIENCE 420.A0

Erich Schmedt introduced Ms.Margaret Leech, Dean of Technologies, who explained the changes to the program planner.

WHEREAS John Abbott College is authorized by the Ministry of Education to offer the Computer Science program 420.A0;

WHEREAS the Computer Science department has revised its program planner in order to re-assign the teaching of one competency exclusively to Computer Science teachers and to redistribute some contact hours from one course to another;

WHEREAS the College's Academic Council was consulted and recommended that the Computer Science planner be forwarded to the Board of Governors for approval;

It was moved by Andrew Biteen, seconded by Louise Arsenault, and carried

THAT the Board of Governors approve the Computer Science program planner, as presented; and

THAT John Abbott College implement the revised Computer Science program planner 420.A0 for

students registering for Fall 2014.

357-07 **QUÉBEC CHARTER OF VALUES**

A motion with respect to the College's position on Bill 60 was moved and seconded. After discussions and amendments, the following main motion was adopted:

WHEREAS the Québec Government has tabled Bill 60, *Charter affirming the values of State secularism and religious neutrality and of equality between women and men, and providing a framework for accommodation requests* (the "**Charter of Values**");

WHEREAS the College's mission statement and statement of values, which captures the essence of the College's approach to learning, collegiality and service, promotes openness, respect, collaboration and diversity of our communities;

WHEREAS the members of the College's community have requested that the College take position on the Charter of Values;

WHEREAS the Executive Committee is recommending that the Board of Governors request that the Québec Government respect our collective values in the adoption of any law or regulation, including, as the case may be, the Charter of Values;

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

THAT the Board of Governors request that the Québec Government respect our collective values in the adoption of any law or regulation, including, as the case may be, the Charter of Values; and

THAT the Board of Governors object to the restrictions on the right to wear religious symbols, as described in the draft legislation, which run contrary to the College's mission and values.

Louise Arsenault and Guylaine Audet asked that their abstention be recorded.

357-08 **FACULTY RECOGNITION**

The Chair introduced Mr. Julien Charest, JACFA representative, who explained that CEGEP teachers' work categories are currently being revised by the Treasury Board. The Treasury Board is proposing to stop recognizing the validity of CEGEP teachers' Masters and Doctorate level degrees and to no longer recognize work that is conducted by teachers outside of the classroom.

WHEREAS, as part of its mission, the College values excellence in teaching and continuous improvement in the College community, which includes research activities and further education;

WHEREAS the College values its faculty and, in particular, recognizes its teachers' Masters and

Doctorate level degrees;

WHEREAS the Treasury Board is proposing to stop recognizing the validity of its teachers' Masters and Doctorate level degrees which would lead to the devaluation of teachers' general academic recognition;

It was moved by Darryl Climan, seconded by Dwayne Rahal, and carried

THAT the Board of Governors recommend that:

- (i) the Treasury Board take into account and recognize that college teachers belong to the higher education network;
- (ii) the Treasury Board maintain the recognition of teachers who hold Masters or Doctorate level degrees; and
- (iii) the Treasury Board, in its evaluation process, take into account and recognize all aspects of college level teaching, including the collective dimensions of a teacher's work.

357-09 ACADEMIC CALENDAR 2014-2015

a) DAY DIVISION

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

THAT the Board of Governors approve the Day Division Academic Calendar for the 2014-2015 academic year, as presented.

b) CONTINUING EDUCATION

It was moved by Andrew Bitten, seconded by Jeff Bedard, and carried

THAT the Board of Governors approve the Academic Calendar for Continuing Education for the 2014-2015 academic year, as presented.

Article 12 of the General and Vocational Colleges Act, R.S.Q., c. C-29, was applied and no staff member on the Board, with the exception of the Director General and the Academic Dean were eligible to vote on the two preceding resolutions.

357-10 MANDATE RENEWAL – ACADEMIC DEAN

- a) The Chair requested that the discussions surrounding the mandate renewal as well as the committee report of renewal of the Academic Dean be held *in camera*.

It was moved by Ginette Sheehy, seconded by Cynthia Némorin, and carried

THAT the discussions surrounding the mandate renewal as well as the committee report of renewal of the Academic Dean be held *in camera*.

After such discussions, the following motion was adopted:

WHEREAS the College's By-Law 2 deals with, among others, the renewal of the Academic Dean's mandate and the composition of an evaluation committee in such respect;

WHEREAS Erich Schmedt has asked for his mandate as Academic Dean to be renewed;

WHEREAS the Board of Governors struck an evaluation committee composed of the following members:

- Director General, Ginette Sheehy, who chaired the evaluation committee;
- Chair of the Board of Governors, Joanne Simoneau-Polenz;
- Vice-Chair of the Board of Governors, Cynthia Némorin;
- Faculty Board member, Sergio Fratarcangeli;
- Staff Board member, Darryl Climan;
- Other member of the Board who is not an employee of the College, Louise Arsenault; and
- Student Board member, Antonio Pampena;

WHEREAS the Board of Governors requested that this committee evaluate the performance of the Academic Dean whose mandate is coming to an end on April 7, 2014 and make a recommendation to the Board of Governors on the renewal or non-renewal of the Academic Dean's mandate;

WHEREAS advice was sought throughout the College about dealings and comments on the Academic Dean's past mandate;

WHEREAS the committee received a complete report on the consultation and met with the incumbent to review all aspects of his past mandate;

WHEREAS the committee is recommending to renew the contract of Erich Schmedt as Academic Dean for the next five (5) years;

WHEREAS the Academic Council has been consulted and recommends the renewal of the mandate of Erich Schmedt as Academic Dean;

It was moved by William Russell, seconded by Antonio Pampena, and carried

THAT that the Board of Governors renew the mandate of Erich Schmedt as Academic Dean

for the next five (5) years, beginning on April 8, 2014 and ending April 7, 2019.

The Academic Dean, Erich Schmedt, was absent from the meeting during the time the report from the committee was discussed and the above motion was passed.

b) RETURN TO THE REGULAR MEETING

It was moved by Ginette Sheehy, seconded by Cynthia Némorin, and carried

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

357-11 DIRECTOR GENERAL SEARCH COMMITTEE

WHEREAS following Ginette Sheehy's decision not to request the renewal of her mandate beyond February 1, 2014, the Board of Governors established a Search Committee in accordance with the College's By-Law 2 *Concerning the Appointment, the Renewal of Mandate and the Evaluation of the Director General and the Academic Dean*;

WHEREAS despite the Search Committee's efforts, the Search Committee was not able to recommend a suitable candidate by the December 10, 2013 deadline set by the Board of Governors;

WHEREAS Ginette Sheehy has accepted to stay on as interim Director General after the expiration of her mandate, until a new Director General is hired, and for a period of three (3) months thereafter, to ensure a smooth transition;

WHEREAS the Search Committee wishes to continue its search efforts to recommend a suitable candidate to the Board of Governors, after consultation with the Academic Council;

It was moved by Guylaine Audet, seconded by Erich Schmedt, and carried

THAT following the end of her mandate on February 1, 2014, Ginette Sheehy stay on as interim Director General of the College until a new Director General is hired, and for a period of three (3) months following the new Director General's start date, the whole upon such further conditions of employment set by the Chair of the Board within the *Regulation respecting certain conditions of employment of senior executives of general and vocational colleges (hors-cadres)*; and

THAT the Search Committee take all necessary steps and actions to continue its search efforts to secure a suitable candidate for the position of Director General of the College and, after consultation with the Academic Council, make a recommendation to the Board of Governors by no later than April 8, 2014.

The Director General, Ginette Sheehy, wished to record her abstention on the above resolution.

357-12 CLOSING OF THE 357th BOARD MEETING

It was moved Andrew Biteen

THAT the 357th Board meeting be adjourned.

Chair

Secretary General



BOARD OF GOVERNORS

358th REGULAR BOARD MEETING – FEBRUARY 11, 2014 – 7:00 PM – SH-104

Present: Cynthia Némorin, Interim Chair
Ginette Sheehy, Director General
Guylaine Audet
Louise Arsenault
Jeff Bedard
Jeffrey Derevensky
Darryl Climan
Raymond Fourneaux
Sergio Fratarcangeli
Monique Lessard
Sebastian Molina-Calvo
Dwayne Rahal
Line Roussin
William Russell
Erich Schmedt, Academic Dean
Stavroula Makris, Secretary General

Regrets: Andrew Biteen
Andre Mumme
Antonio Pampena

By invitation: Rosanna Fortunato, Recording Secretary
Caroline Charbonneau, Director, Finance & Legal Affairs
Michael Johnston, Director, Facilities & Information Technologies
Diane McGee, Director, Continuing Education & International Programs
Annie Tam, Coordinator, Human Resources (replacing Donna Yates)
Dennis Waide, Director, Student Services
Christopher Brown, Chair of Theatre Department

The Interim Chair, Cynthia Némorin, welcomed all present to the 358th regular Board meeting and extended best wishes for 2014.

358-01 APPROVAL OF AGENDA

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

THAT the Agenda be approved as presented.

358-02 **MINUTES – 357th BOARD MEETING**

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

THAT the Minutes of the 357th Board meeting be approved as presented.

358-03 **BUSINESS ARISING FROM THE 357th MEETING**

In reference to item 357-10 “Mandate Renewal – Academic Dean”, the Director General informed the Board members that a more objective procedure/tool would be developed in the selection/evaluation process for the Academic Dean position. Such a procedure/tool would be the object of a future presentation to the Board of Governors.

There was no other business arising from the 357th Meeting.

358-04 **CORRESPONDENCE**

The Secretary General formally notified the Board of Governors and read aloud the letter received from Joanne Simoneau-Polenz dated December 18, 2013 regarding her resignation as member of the Board of Governors.

The Director General motioned to recognize the outstanding contribution of Joanne Simoneau-Polenz during her term on the Board of Governors from December 12, 2007 to December 18, 2013.

It was moved by Line Roussin, seconded by Erich Schmedt, and carried

THAT the Board of Governors express its gratitude and appreciation for the excellent work performed by Joanne Simoneau-Polenz as Chair and Vice-Chair of the Board of Governors during her mandate.

358-05 **REPORT FROM THE EXECUTIVE COMMITTEE**

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

358-06 **PRESENTATION OF A CCTT PROJECT IN BIOPHARMACEUTICAL**

The Director General explained that the Ministry has launched a call for proposals for three new College Centers for Technology Transfer (CCTT). There are currently a total of 46 CCTTs of which John Abbott College has one in Photonics. It is the College’s intention to submit a proposal to obtain a new CCTT in BioPharmaceutical.

DEMANDE DE RECONNAISSANCE D'UN NOUVEAU CCTT EN BIOPHARMACEUTIQUE

ATTENDU QUE le 6 janvier 2014, le ministre de l'Enseignement supérieur, de la Recherche, de la Science et de la Technologie (le « **Ministre** ») a annoncé l'ouverture officielle d'un concours pour la création de trois nouveaux centres collégiaux de transfert de technologie (« **CCTT** »);

ATTENDU QUE le Ministre a invité les cégeps à présenter des projets novateurs de CCTT d'ici le 14 mars 2014;

ATTENDU QUE le cégep John Abbott désire présenter un projet en vue de la reconnaissance d'un nouveau CCTT en biopharmaceutique;

Sur la proposition de Guylaine Audet, appuyée par Line Roussin,
IL EST RÉSOLU :

QUE le cégep John Abbott soit par les présentes autorisé à soumettre au Ministre une demande de reconnaissance d'un nouveau CCTT en biopharmaceutique et à poser tout geste et à signer tout document nécessaire ou utile aux fins de donner plein effet aux présentes.

358-07 APPOINTMENT OF NEW CHAIRPERSON AND EXECUTIVE COMMITTEE MEMBER

It was moved by Cynthia Némorin, seconded by Raymond Fourneaux, and carried

THAT Guylaine Audet be appointed Chairperson of the Board of Governors as well as member of the Executive Committee for the balance of the 2013-2014 fiscal year.

The Board of Governors welcomed Guylaine Audet as the new Chairperson and expressed its gratitude to Cynthia Némorin for her contribution as Interim Chairperson.

358-08 UPCOMING BOARD VACANCIES FOR 2014

The Secretary General presented a report on the current and upcoming Board vacancies for 2014. The date of March 11, 2014 was selected in consultation with the Executive Committee as the date to hold a meeting to elect a parent to the Board of Governors.

358-09 PERSONS AUTHORIZED TO RECOMMEND TO THE MINISTER TO ISSUE DIPLOMAS

WHEREAS the *Ministère de l'Enseignement supérieur, de la Recherche, de la Science et de la Technologie* (the "**Ministry**") requires that persons authorized to recommend to the Ministry the issuance of a Diploma of Collegial Studies be so authorized by Board resolution and that their signatures be on file with the Ministry;

WHEREAS the College wishes to update the information that the Ministry has on file in such regard;

It was moved by Sebastian Molina-Calvo, seconded by Raymond Fourneaux, and carried

THAT the Academic Dean, the Dean of Academic Systems and the Secretary General be authorized to recommend to the Ministry the issuance of a Diploma of Collegial studies after the student has successfully completed all the requirements as demanded by the *Régime pédagogique*.

358-10 **PROGRAM PLANNER MODIFICATION – THEATRE 561.AA (DESIGN OPTION)**

Erich Schmedt introduced Christopher Brown, Chair of the Theatre Department, who explained the changes to the Theatre program planner for the Design Option.

WHEREAS John Abbott College is authorized by the Ministry of Education to offer the Theatre program 561.AA (Design Option);

WHEREAS the Theatre department has revised its program planner in order to provide students with a more specific practical program;

WHEREAS the College's Academic Council was consulted and recommended that the Theatre planner be forwarded to the Board of Governors for approval;

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

THAT the Board of Governors approve the Theatre program planner, as presented; and

THAT John Abbott College implement the revised Theatre program planner 561.AA for students registering for Fall 2014.

358-11 **PROGRAM PLANNER MODIFICATION – THEATRE 561.AB (TECHNICAL OPTION)**

Christopher Brown, Chair of the Theatre Department, proceeded to explain the changes to the Theatre program planner for the Technical Option.

WHEREAS John Abbott College is authorized by the Ministry of Education to offer the Theatre 561.AB (Technical Option);

WHEREAS the Theatre department has revised its program planner in order to provide students with a more specific practical program;

WHEREAS the College's Academic Council was consulted and recommended that the Theatre planner be forwarded to the Board of Governors for approval;

It was moved by Jeffrey Derevensky, seconded by Raymond Fourneaux and carried

THAT the Board of Governors approve the Theatre program planner, as presented; and

THAT John Abbott College implement the revised Theatre program planner 561.AB for students registering for Fall 2014.

Christopher Brown expressed his gratitude to the Dean of Arts and General Education, Tom McKendy, for being instrumental in guiding the Theatre department through the changes.

358-12 ANNUAL REPORT 2012-2013 – « Fédération des cégeps »

The Director General presented the Annual Report 2012-2013 of “*La Fédération des cégeps*” included in the package.

358-13 DIRECTOR GENERAL SEARCH COMMITTEE

The Interim Chair provided an update regarding the search for the new Director General. The committee has proceeded with a second round of recruiting for the College’s Director General position. The posting will be advertised until the end of February.

The Interim Chair stated that it is anticipated that a suitable candidate will be presented to the Board of Governors by April 8, 2014.

Darryl Climan graciously thanked Cynthia Némorin, on behalf of the Director General Search Committee, for taking on the responsibilities of Interim Chair for this committee.

358-14 STUDENT DIPLOMA REQUESTS

It was moved by Monique Lessard, seconded by Louise Arsenault, and carried

THAT the Board of Governors approve for forwarding to Quebec, the names of 445 students for a *Diplôme d’études collégiales* (D.E.C.) and the names of 76 students for an *Attestation d’études collégiales* (A.E.C.) as supplied by the Registrar’s office in January 2014, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

358-15 OPERATIONS REPORT

The Director General and the Academic Dean presented the Operations Report included in the package.

358-16 CLOSING OF THE 358th BOARD MEETING

It was moved Guylaine Audet

THAT the 358th Board meeting be adjourned.

Interim Chair

Secretary General

BOARD OF GOVERNORS

359th REGULAR BOARD MEETING – APRIL 8, 2014 – 7:00 PM – SH-104

Present: Guylaine Audet, Chair
Ginette Sheehy, Director General
Louise Arsenault
Andrew Biteen
Darryl Climan
Raymond Fourneaux
Sergio Fratarcangeli
Monique Lessard
Sebastian Molina-Calvo
Andre Mumme
Cynthia Némorin, Vice-Chair
Antonio Pampena
Dwayne Rahal
Nabil Rifai
Line Roussin
William Russell
Erich Schmedt, Academic Dean
Stavroula Makris, Secretary General

Regrets: Jeffrey Derevensky

By invitation: John Halpin, Recommended candidate for Director General position
Rosanna Fortunato, Recording Secretary
Caroline Charbonneau, Director, Finance & Legal Affairs
Michael Johnston, Director, Facilities & Information Technologies
Diane McGee, Director, Continuing Education & International Programs
Annie Tam, Coordinator of Human Resources (replacing Donna Yates)
Dennis Waide, Director, Student Services
Peggy Leech, Dean of Technologies
Gary Johnson, Dean of Science & Social Science
Roger Haughey, Dean of General Education
Maria Mamfredis, Faculty, Liberal Arts Program
Nabil Khalid, Chair of the Biopharmaceutical Production Technology Program

The Chair welcomed, Nabil Rifai, the new parent representative who was acclaimed on March 11, 2014 to serve on the Board of Governors for a term of two years starting April 5, 2014.

359-01 APPROVAL OF AGENDA

The Chair proposed that the agenda be amended so that item 14 “Committee Report of Director

General Search Committee” be moved and inserted after item 3. As a result, item 14 will become item 4 and the remaining agenda item numbers shall be adjusted accordingly.

It was moved by Sebastian Molina-Calvo, seconded by Louise Arsenault, and carried

THAT the Board approve the Agenda as presented, including the amendment thereto.

359-02 **MINUTES – 358th BOARD MEETING**

It was moved by Raymond Fourneaux, seconded by Cynthia Némorin, and carried

THAT the Minutes of the 358th Board meeting be approved as presented.

359-03 **BUSINESS ARISING FROM THE 358th BOARD MEETING**

The Director General informed the Board that she met with Joanne Simoneau-Polenz in February to personally thank her, on behalf of the Board, for her contribution as Chair during her six year reign and to offer her a gift as a token of appreciation.

The Director General pointed out that Resolution 358-07, as reflected in the approved Minutes of the 358th Board meeting, was corrected to read “2013-2014” instead of “2014-2015”.

As a follow-up to Resolution 358-06, a presentation will be made during this meeting to present the CCTT proposal which was submitted by the College to the Ministry.

359-04 **COMMITTEE REPORT OF DIRECTOR GENERAL SEARCH COMMITTEE**

Each member of the Director General Search Committee spoke about the procedures followed by the Committee in fulfilling its mandate, including the recruiting process and the various steps taken in such regard. The Chair informed the Board that the consultation with Academic Council took place on April 4, 2014. A presentation by the proposed candidate, John Halpin, followed and questions ensued.

- b) The Chair requested that further discussions surrounding the appointment of the next Director General of John Abbott College as well as the committee report be held *in camera*.

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

THAT further discussions surrounding the appointment of the next Director General of John Abbott College as well as the committee report be held *in camera*.

After such discussions, the following motion was adopted:

WHEREAS, following Ginette Sheehy’s decision not to request the renewal of her mandate,

the Board of Governors established a Search Committee in accordance with the College's By-Law 2 Concerning the Appointment, the Renewal of Mandate and the Evaluation of the Director General and the Academic Dean;

WHEREAS the Board of Governors requested that this Search Committee secure a suitable candidate for the position of Director General of the College and, after consultation with the Academic Council, make a recommendation to the Board of Governors by no later than April 8, 2014;

WHEREAS, after consultation with the Academic Council, the Search Committee recommends that John Halpin be appointed to the position of Director General of the College;

359-04 a) Appointment

It was moved by Sergio Fratarcangeli, seconded by Dwayne Rahal and carried

THAT John Halpin be appointed to the position of Director General of the College.

359-04 b) Term

It was moved by Monique Lessard, seconded by Antonio Pampena and carried

THAT the initial term of John Halpin as Director General of the College be for a period of five (5) years.

Article 12 of the General and Vocational Colleges Act, R.S.Q., c. C-29, was applied and, as such, no staff member on the Board was eligible to vote on the preceding resolution.

c) RETURN TO THE REGULAR MEETING

It was moved by Raymond Fournieux, seconded by Line Roussin, and carried

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

359-05 USAGE OF THE INCA APPROPRIATED SURPLUS

The Director General distributed the Internal Communiqué on this matter which was shared with the College community on April 2, 2014. She explained that she was bringing this as a point of

information to the Board further to Resolution 356-09 pursuant to which the Board authorized the use of the INCA surplus to augment the teaching resources at John Abbott College.

359-06 **REPORT FROM THE EXECUTIVE COMMITTEE**

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

359-07 **LINE OF CREDIT 2013-2014 – CAPITAL BUDGET**
- AMENDMENT TO RESOLUTION 354-14

It was moved by William Russell, seconded by Louise Arsenault 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 \$17,658,000 during the period of July 1, 2013 to February 13, 2014;
- up to the sum of \$14,152,000 during the period of February 14, 2014 to May 31, 2014;
- up to the sum of \$18,274,000 during the period of June 1, 2014 to June 8, 2014;
- up to the sum of \$25,017,000 during the period of June 9, 2014 to June 30, 2014;

bearing interest at the rate in accordance with the letter of authority to borrow signed by Gilbert Charland, *le sous-ministre du Ministère de l'Enseignement supérieur, de la Recherche, de la Science et de la Technologie*, dated February 19, 2014 (*concernant le montant de la marge de crédit autorisée au fonds des investissements, pour la période du 14 février 2014 au 30 juin 2014*);

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 Finance & Legal Affairs be authorized to sign for, on behalf of the College, all documents and instruments evidencing the said advances.

359-08 **PROGRAM ASSESSMENT – YOUTH & CORRECTIONAL INTERVENTION 310.B0**

Erich Schmedt invited Peggy Leech, Dean of Technologies, to review the program assessment report for the Youth & Correctional Intervention program.

WHEREAS the Program Assessment Policy first approved by the Board of Governors on February 11, 1997 and subsequently amended, 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 Youth &

Adult Correctional Intervention (310.B0);

WHEREAS, in accordance with this Policy, the College's Academic Council, at its March 14, 2014 meeting, recommended that the Youth & Adult Correctional Intervention Assessment Report be presented to the Board of Governors for approval;

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

THAT the Board of Governors approve the Youth & Adult Correctional Intervention Assessment Report.

On behalf of the Board of Governors, Erich Schmedt extended his gratitude to Peggy Leech and all those involved for the diligent work required to complete this program assessment and for a job well done.

359-09 **PROGRAM ASSESSMENT – LIBERAL ARTS 700.B0**

Erich Schmedt introduced and welcomed the new Dean of General Education, Roger Haughey. Roger invited the coordinator of the Program Assessment, Maria Mamfredis, to review the highlights of the program assessment for the Liberal Arts program.

WHEREAS the Program Assessment Policy first approved by the Board of Governors on February 11, 1997 and subsequently amended, 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 Liberal Arts (700.B0);

WHEREAS, in accordance with this Policy, the College's Academic Council, at its March 14, 2014 meeting, recommended that the Liberal Arts Assessment Report be presented to the Board of Governors for approval;

It was moved by Cynthia Némorin, seconded by Sebastian Molina-Calvo and carried

THAT the Board of Governors approve the Liberal Arts Assessment Report.

On behalf of the Board of Governors, Erich Schmedt extended his gratitude to Roger Haughey, Maria Mamfredis and all those involved for the diligent work required to complete this program assessment and for a job well done.

359-10 **CENTRE COLLÉGIAUX DE TRANSFERT DE TECHNOLOGIE (CCTT): PRESENTATION**

The Director General invited Nabil Khalid, chair of the Biopharmaceutical Production Technology Program, to present a summary of the proposal which was submitted to the Ministry on March 14, 2014. In January 2014, the Ministry launched a call to summon interested colleges in Québec to

apply for three additional CCTTs. Nabil informed the Board that the College submitted a proposal to acquire a CCTT “*en biopharmacie et technologie pharmaceutique industrielle*” which contained a strategic 5-year plan, a detailed forecast of revenues and expenses and letters of support from a variety of companies. The Ministry has indicated that a final decision will be confirmed in August 2014.

The Director General expressed her gratitude to Nabil Khalid for all his efforts and diligence in preparing a proposal in such a short period of time and for a job well done.

359-11 **PROGRAM PLANNER – LIBERAL ARTS 700.B0**

Erich Schmedt invited Roger Haughey, Dean of General Education, to explain the changes which were made to the Liberal Arts program planner 700.B0.

WHEREAS John Abbott College is authorized by the Ministry of Education to offer the Liberal Arts 700.B0;

WHEREAS the Liberal Arts department has revised its program planner in order to increase student access to optional courses and strengthen the program’s methods component;

WHEREAS the College’s Academic Council was consulted and recommended that the Liberal Arts program planner be forwarded to the Board of Governors for approval;

It was moved by Darryl Climan, seconded by Raymond Fourneau and carried

THAT the Board of Governors approve the Liberal Arts program planner, as presented; and

THAT John Abbott College implement the revised Liberal Arts program planner 700.B0 for students registering for Fall 2014.

359-12 **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 Cynthia Némorin **et appuyé par** Erich Schmedt:

d'autoriser la Directrice des Finances et Affaires juridiques 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.

359-13 **NOTICE OF MOTION TO AMEND BY-LAW 9 “CONCERNING PROCUREMENT, SERVICE AND CONSTRUCTION WORK CONTRACTS”**

By-law 9 has been revised to conform to applicable legislation. The amendments to By-law 9 will be voted on at the next Board meeting in June 2014.

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 9 “Concerning Procurement, Service and Construction Work Contracts” are tabled at the April 8, 2014 Board meeting to be voted on at the June 10, 2014 regular Board meeting.

WHEREAS the proposed amendments are tabled for Board members to forward to the Director of Finance & Legal Affairs any feedback by Friday, May 9, 2014;

WHEREAS the Board of Governors at its June 10, 2014 regular meeting will consider the proposed tabled amendments and feedback received and vote to amend By-law 9 “Concerning Procurement, Service and Construction Work Contracts” as deemed appropriate.

359-14 **ACADEMIC CALENDAR 2013-2014 – AMENDMENTS**

WHEREAS Section 306(2) of the *Election Act* (Québec) states 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 April 7, 2014 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, as a result of the foregoing, the 2013-2014 academic calendar must be modified and, following its consultation with the Academic Council, the academic administration received a positive response to the modified 2013-2014 academic calendar;

WHEREAS the Executive Committee approved the modified 2013-2014 academic calendar;

359-14 a) Day Division

It was moved by Antonio Pampena, seconded by Andre Mumme and carried

THAT the Board ratify and approve the amendments to the Day Division Academic Calendar for the 2013-2014 academic year, as presented by the Academic Dean.

Article 12 of the General and Vocational Colleges Act, R.S.Q., c. C-29, was applied and, as such, no staff member on the Board, with the exception of the Director General and the Academic Dean, was eligible to vote on the preceding resolution.

359-14 b) Continuing Education

It was moved by Louise Arsenault, seconded by Andrew Biteen and carried

THAT the Board ratify and approve the amendments to the Continuing Education Academic Calendar for the 2013-2014 academic year, as presented by the Academic Dean.

Article 12 of the General and Vocational Colleges Act, R.S.Q., c. C-29, was applied and, as such, no staff member on the Board, with the exception of the Director General and the Academic Dean, was eligible to vote on the preceding resolution.

359-15 STUDENT DIPLOMA REQUESTS

It was moved by Sebastian Molina-Calvo, seconded by Antonio Pampena and carried

THAT the Board of Governors approve for forwarding to Québec, the names of 16 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 50 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in March 2014, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

359-16 OPERATIONS REPORT

The Director General and the Academic Dean presented the Operations Report included in the package.

359-17 CLOSING OF THE 359th BOARD MEETING

On behalf of the Board of Directors, the Chair thanked Ginette Sheehy for her dedication and exceptional work during her term and wished her a happy retirement and all the best with all her future projects.

It was moved by Ginette Sheehy

THAT the 359th Board meeting be adjourned.

Chair

Secretary General



BOARD OF GOVERNORS

360th REGULAR BOARD MEETING – JUNE 17, 2014 – 19:00 – SH-104

Present: Guylaine Audet, Chair
John Halpin, Director General
Louise Arsenault
Andrew Biteen
Jeffrey Derevensky
Raymond Fourneaux
Sergio Fratarcangeli
Monique Lessard
Cynthia Némorin, Vice-Chair
Antonio Pampena
Dwayne Rahal
Line Roussin
Erich Schmedt, Academic Dean
Stavroula Makris, Secretary General

Regrets: Darryl Climan
Sebastian Molina-Calvo
Andre Mumme
Nabil Rifai
William Russell

By invitation: Rosanna Fortunato, Recording Secretary
Barth Gillan, Director, Foundation
Annie Tam, Coordinator, Human Resources (replacing Donna Yates)

The Director General introduced to the Board of Governors the new Director of the Foundation, Barth Gillan. Barth began his functions at John Abbott College on June 9, 2014. His extensive experience in fundraising and his belief in the mission of John Abbott College suggest a bright future for the JAC Foundation.

360-01 APPROVAL OF AGENDA

The Director General mentioned the following changes to the agenda:

- The addition of a new item 11a "Agreements with Skytech Communications Inc.", and
- Replacing item 17 on the agenda with item 18, and vice versa.

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

THAT the Board approve the agenda as presented, including the amendments thereto.

360-02 **MINUTES - 359th BOARD MEETING**

It was moved by Raymond Fourneau, seconded by Andrew Biteen and carried

THAT the Minutes of the 359th Board meeting be approved as presented.

360-03 **BUSINESS ARISING FROM THE 359th BOARD MEETING**

The Director General updated the Board members on the business arising since the last meeting in April. More specifically:

- The Director General and the Academic Dean met with JACFA last week and it was mutually agreed that JACFA will submit its feedback in August on the proposed use of the INCA fund;
- Darryl Climan, non-teaching professional staff, was acclaimed for a second mandate on the Board;
- The student elections for the Pre-university and Technical Studies Programs will be held in early September.

360-04 **CORRESPONDENCE**

In an effort to go green and to reduce costs, John Abbott College intends to move towards paperless meetings for the Board meetings. John Abbott College will provide laptops or iPads to those Board members who do not have one during Board meetings.

360-05 **REPORT FROM THE EXECUTIVE COMMITTEE**

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

With reference to the last item on the Executive Committee Report, the Secretary General informed the Board that Henrik Ellefsen from *Centre collégial des services regroupés (CCSR)* will be invited to provide a training session on the roles and duties of Board members. The tentative date for this session is October 14, 2014 as it is anticipated that the agenda for this meeting will be lighter.

Furthermore, the Director General and the Chair of the Board requested feedback from the Board regarding ways to engage Board members to participate in the preparation for the development of the upcoming Strategic Plan 2015-2020.

360-06 **RÉGIME D'EMPRUNTS À LONG TERME**

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 2014.

360-07 **CAPITAL BUDGET 2013-2014 – AMENDMENT TO RESOLUTION 353-09**

WHEREAS at its June 11, 2013 meeting, the Board of Governors passed resolution 353-09 approving a provisional capital budget of **\$4,419,800** for the 2013-2014 fiscal year of the College;

WHEREAS at its September 10, 2013 meeting, the Board of Governors passed resolution 354-12 amending resolution 353-09 to reflect the authorized new capital budget of the College as **\$5,146,200** for the 2013-2014 fiscal year, an increase of **\$726,400**;

WHEREAS on February 28, 2014, the College was notified that the capital budget for the 2013-2014 fiscal year is modified to reflect allocation adjustments, therefore, resulting in an increase of **\$86,800** setting the capital budget of the College at **\$5,233,800** for the 2013-2014 fiscal year;

WHEREAS the Executive Committee is recommending that the Board of Governors amend Resolution 353-09 to reflect the authorized new capital budget as **\$5,233,800** for the 2013-2014 fiscal year;

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

THAT the Board of Governors amend Resolution 353-09 to reflect the authorized new capital budget as **\$5,233,800** for the 2013-2014 fiscal year.

360-08 **CAPITAL BUDGET 2012-2013 – AMENDMENT TO RESOLUTION 347-08**

WHEREAS at its June 12, 2012 meeting, the Board of Governors passed resolution 347-08 approving a provisional capital budget of **\$4,420,330** for the 2012-2013 fiscal year of the College;

WHEREAS at its September 11, 2012 meeting, the Board of Governors passed resolution 348-08 amending resolution 347-08 to reflect the authorized new capital budget of the College as **\$4,556,600** for the 2012-2013 fiscal year, an increase of **\$136,270**;

WHEREAS at its September 10, 2013 meeting, the Board of Governors passed resolution 354-11 making amendments to reflect the authorized new capital budget of the College as **\$4,559,800** for the 2012-2013 fiscal year, an increase of **\$3,200**;

WHEREAS on November 29, 2013, the College was notified that the capital budget for the 2012-2013 fiscal year is modified to reflect allocation adjustments, therefore, resulting in an increase of **\$79,524** setting the capital budget of the College at **\$4,639,324** for the 2012-2013 fiscal year;

WHEREAS the Executive Committee is recommending that the Board of Governors amend Resolution 347-08 to reflect the authorized new capital budget as **\$4,639,324** for the 2012-2013 fiscal year;

It was moved by Antonio Pampena, seconded by Line Roussin and carried

THAT the Board of Governors amend Resolution 347-08 to reflect the authorized new capital budget as **\$4,639,324** for the 2012-2013 fiscal year.

360-09 **CAPITAL BUDGET 2011-2012 – AMENDMENT TO RESOLUTION 341-06**

WHEREAS at its June 28, 2011 meeting, the Board of Governors passed resolution 341-06 approving a provisional capital budget of **\$3,439,500** for the 2011-2012 fiscal year of the College;

WHEREAS at its September 13, 2011 meeting, the Board of Governors passed resolution 342-06 amending resolution 341-06 to reflect the authorized new capital budget of the College as **\$4,556,600** for the 2011-2012 fiscal year, an increase of **\$1,117,100**;

WHEREAS at its September 10, 2013 meeting, the Board of Governors passed resolution 354-10 making amendments to reflect the authorized new capital budget of the College as **\$4,485,700** for the 2011-2012 fiscal year, a reduction of **\$70,900**;

WHEREAS on November 29, 2013, the College was notified that the capital budget for the 2011-2012 fiscal year is modified to reflect allocation adjustments, therefore, resulting in an increase of **\$79,903** setting the capital budget of the College at **\$4,565,603** for the 2011-2012 fiscal year;

WHEREAS the Executive Committee is recommending that the Board of Governors amend Resolution 341-06 to reflect the authorized new capital budget as **\$4,565,603** for the 2011-2012 fiscal year;

It was moved by Cynthia Némorin, seconded by Raymond Fourneaux and carried

THAT the Board of Governors amend Resolution 341-06 to reflect the authorized new capital budget as **\$4,565,603** for the 2011-2012 fiscal year.

360-10 **OPERATIONAL BUDGET 2014-2015 – PROVISIONAL**

WHEREAS the Executive Committee is recommending that the Board of Governors approve the provisional Operational Budget for the 2014-2015 fiscal year, as prepared by the administration;

It was moved by Line Roussin, seconded by Antonio Pampena and carried

THAT the Board of Governors approve the provisional Operational Budget for the 2014-2015 fiscal year, as prepared by the administration.

360-11 **CAPITAL BUDGET 2014-2015 – PROVISIONAL**

WHEREAS the Executive Committee is recommending that the Board of Governors approve a provisional Capital Budget of **\$5,233,800** for the 2014-2015 fiscal year;

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

THAT the Board of Governors approve a provisional Capital Budget of **\$5,233,800** for the 2014-2015 fiscal year.

360-11a **AGREEMENTS WITH SKYTECH COMMUNICATIONS INC.**

WHEREAS Skytech Communications Inc. ("**Skytech**") offers management information solutions to educational institutions and John Abbott College (the "**College**") has been using Skytech's solutions for many years;

WHEREAS the agreement between Skytech and the College was due for renewal and, in such respect, the College signed two (2) agreements with Skytech (the "**Agreements**"), more specifically, one for Skytech's solutions in Finance and Procurement, and another for its solutions in Human Resources and Pay, the whole for a term of five (5) years, starting July 1, 2014;

A vote was held and the results were 10 in favour, 1 against and 3 abstentions, therefore

It was moved by Erich Schmedt, seconded by Line Roussin and carried

THAT the Board of Governors ratify and approve the entering into of the Agreements, for a term of five (5) years, starting July 1, 2014.

360-12 **AMENDMENT TO RESOLUTION 329-07 – DELEGATION OF AUTHORITY GIVEN TO THE DIRECTOR GENERAL**

WHEREAS the College is a public body within the meaning of *An Act Respecting Contracting by Public Bodies* (R.S.Q. c. C-65.1) and associated regulations (the Act);

WHEREAS, under the Act, certain authority and certain responsibilities are conferred on the chief executive officer (Board of Governors) of a public body;

WHEREAS, under section 8 of the Act, the Board of Governors of the College may, by resolution, delegate all or part of the functions exercised by the chief executive officer (Board of Governors) to the Executive Committee or the Director General;

WHEREAS, at its Board meeting of June 9, 2009, the members of the Board of Governors passed Resolution 329-07 delegating authority to the Director General;

WHEREAS Resolution 329-07 stipulates that any amendment to such resolution shall be adopted by the Board of Governors;

It was moved by Andrew Biteen, seconded by Antonio Pampena and carried

THAT Resolution 329-07 be amended as follows:

➤ By modifying article 1 to read as follows:

1. For contracts above the public tender threshold:

- Authorize the negotiations of contracts ~~agreement~~ involving confidential or protected information
- Authorize the negotiations of contracts by mutual agreement when it can be shown that a public call for tenders would not serve the public interest
- Authorize the negotiation of a contract when only one compliant tender has been received
- Determine the conduct to adopt when only one tender has been deemed acceptable following a quality evaluation
- Authorize any amendment or cumulative amendments to a contract, ~~of delegate this power by successive instalments whether it~~ represents ~~sing~~ no more or less than 10% of the initial amount of the contract
- ~~Rule on whether to uphold or cancel an unsatisfactory performance assessment of a contractor~~

➤ By the addition of a new article 2A. after article 2 to read as follows:

2A. For all contracts:

- Authorize a contract without public tender process in an emergency situation, if the life, health or security of individuals is threatened or if there is a substantial risk that the College's property may be damaged
- Rule on whether to uphold or cancel an unsatisfactory performance assessment of a contractor

➤ By modifying article 3 to read as follows:

- When his/her authority has been exercised, the Director General shall report to the Board of Governors, at least once a year, or no later than the last meeting of each

fiscal year.

THAT, upon adoption of the above-mentioned amendments, Resolution 329-07 shall read as follows:

THAT the Board of Governors, in the interests of good governance, delegate to the Director General the following authority:

1. For contracts above the public tender threshold:
 - Authorize the negotiations of contracts involving confidential or protected information
 - Authorize the negotiations of contracts by mutual agreement when it can be shown that a public call for tenders would not serve the public interest
 - Authorize the negotiation of a contract when only one compliant tender has been received
 - Determine the conduct to adopt when only one tender has been deemed acceptable following a quality evaluation
 - Authorize any amendment or cumulative amendments to a contract, whether it represents more or less than 10% of the initial amount of the contract
2. For contracts below the public tender threshold:
 - Consider sound management measures such as:
 - The use of public calls for tender or the issue of invitations to tender
 - The use of a rotation system among companies
 - Regionalization
 - Introduction of control and monitoring mechanisms
- 2A. For all contracts:
 - Authorize a contract without public tender process in an emergency situation, if the life, health or security of individuals is threatened or if there is a substantial risk that the College's property may be damaged
 - Rule on whether to uphold or cancel an unsatisfactory performance assessment of a contractor
3. When his/her authority has been exercised, the Director General shall report to the Board of Governors, at least once a year, or no later than the last meeting of each fiscal year.
4. Coming into effect and amendments
 - Any amendment or repeal of the resolution shall be adopted by the Board of Governors of the College and comply with provisions of the Act and associated

regulations

- This resolution shall come into effect on the day of its adoption by the Board of Governors

360-13 **DÉCLARATION DU DIRIGEANT DE L'ORGANISME – LOI SUR LES CONTRATS
DES ORGANISMES PUBLIC & RESOLUTION 329-07**

The Director General reviewed the report identifying amendments to contracts which were surpassed by more or less than 10% of the initial amount of the contract.

360-14 **LINE OF CREDIT 2014-2015 – OPERATIONAL BUDGET**

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 2014.

360-15 **LINE OF CREDIT 2013-2014 – CAPITAL BUDGET**

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 2014.

360-16 **AMENDMENT TO BY-LAW 9 “CONCERNING PROCUREMENT SERVICE AND
CONSTRUCTION WORK CONTRACTS”**

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.

WHEREAS the attached proposed amendments to By-law 9 “Concerning Procurement, Service and Construction Work Contracts” were tabled at the April 8, 2014 regular Board meeting to be voted on at the June 10, 2014 regular Board meeting;

WHEREAS Board members were asked to forward any feedback to the Director of Finance & Legal Affairs by May 9, 2014;

WHEREAS no feedback was received by May 9, 2014;

WHEREAS the regular Board meeting of June 10, 2014 was moved to June 17, 2014;

It was moved by Andrew Biteen, seconded by Antonio Pampena and carried

THAT the Board of Governors approve By-law 9 "Concerning Procurement, Service and Construction Contracts" as amended and to take effect on June 18, 2014.

360-17 BOARD OF GOVERNORS MEETING DATES 2014-2015

It was moved by Louise Arsenault, seconded by Antonio Pampena and carried

THAT the Board set the regular meetings of the Board of Governors of John Abbott College for the 2014-2015 academic year to start at 7:00 p.m. on the following days:

- September 9, 2014
- October 14, 2014
- November 18, 2014
- December 16, 2014
- February 10, 2015
- April 7, 2015
- June 9, 2015

360-18 EXECUTIVE COMMITTEE MEETING DATES 2014-2015

It was moved by Cynthia Némorin, seconded by Raymond Fourneaux and carried

THAT the Board set the regular meetings of the Executive Committee of the Board of Governors of John Abbott College for the 2014-2015 academic year to start at 4:30 p.m. on the following days:

- August 27, 2014
- October 1, 2014
- November 5, 2014
- December 3, 2014
- January 28, 2015
- March 25, 2015
- May 26, 2015

360-19 **ELECTION OF CHAIRPERSON OF THE BOARD 2014-2015**

It was moved by Raymond Fourneau, seconded by Louise Arsenault and carried

THAT Guylaine Audet be appointed Chairperson of the Board of Governors for the 2014-2015 academic year.

360-20 **ELECTION OF VICE-CHAIRPERSON OF THE BOARD 2014-2015**

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

THAT Cynthia Némorin be appointed Vice-Chairperson of the Board of Governors for the 2014-2015 academic year.

360-21 **APPOINTMENT OF THE EXECUTIVE COMMITTEE 2014-2015**

It was moved by Antonio Pampeña, seconded by Dwayne Rahal and carried

THAT the Executive Committee be composed of:

- The Director General, John Halpin, who will chair the Committee
- Guylaine Audet, Chairperson of the Board
- Cynthia Némorin, Vice-Chairperson of the Board
- Erich Schmedt, Academic Dean
- William Russell, Faculty Member
- One student member to be appointed at the next Board meeting after Students Election to the Board

360-22 **ACADEMIC COUNCIL COMPOSITION 2014-2015**

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

THAT, in conformity to By-Law 5 “Concerning the Academic Council”, Articles 2.1.1.1. and 2.1.1.2, the administrators identified below be appointed members of the Academic Council for the 2014-2015 academic year:

<u>Members</u>	<u>Replacement</u>
Erich Schmedt	Academic Dean
Margaret Leech	Dean of Technologies
Ronnie Dorsnie	Dean of Academic Resources
Roger Haughey	Dean of Arts & General Education

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

WHEREAS 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 in accordance with Article 2.2.1 of By-Law 5;

WHEREAS the Secretary General received the minutes of such election meetings and wishes to present the names of the elected candidates to the Board for approval, as required by Article 2.2.2 of By-Law 5;

It was moved by Antonio Pampeña, seconded by John Halpin and carried

THAT the Board approve the election of the individuals named below and appoint them as members of the Academic Council for the 2014-2015 academic year:

MEMBERS	POTENTIAL REPLACEMENTS
Faculty	
Violaine Arès, H/P/R	Karl Raudsepp, Music/Theatre
Ute Beffert, Nursing	Kevin Davis, Mathematics
Jeffery Brown, PHEC	Sharon Rozen Aspler, Sociology
Stephen Bryce, Geosciences	To be determined in Fall 2014
Alexandre Limoges, French	
Debbie Lunny, H/P/R	
Alexandre Panassenko, Mathematics	
Marie Claire Rioux, Biology	
Abe Sosnowicz, English	
Lawrence Szigeti, English	
James Vanstone, HEPS	
Non-teaching Professionals	
Lou Chapman	Patricia Mackie
Administrative support	
Joanne Ross	Carolyn Wood
Students	
Maxime Roderbourg	Sinthujaiyan Thampipillai
Gabriel Casola	Elias Latchem
Raphael Verelst	Nikolas Dolmat

PROGRAM AND DEPARTMENT NAME CHANGE**A) DEPARTMENT NAME CHANGE – CREATIVE ARTS,
LITERATURE AND LANGUAGES 500.A1**

WHEREAS John Abbott College is authorized by the Ministry of Education to offer the Creative Arts, Literature and Languages program 500.A1;

WHEREAS the Creative Arts department has changed its department name from Creative Arts to Media Arts in accordance with MESRS (*Ministre de l'Enseignement supérieur, de la Recherche et de la Science*) requirements;

WHEREAS the College's Academic Council was consulted and recommended that the Creative Arts department name change be forwarded to the Board of Governors for approval;

It was moved by Raymond Fourneaux, seconded by Line Roussin and carried

THAT the Board of Governors approve the department name change from Creative Arts to Media Arts, as presented; and

THAT John Abbott College implement the department name change for students registering for Fall 2014.

B) PROGRAM AND DEPARTMENT NAME CHANGE – FINE ARTS 510.A0

WHEREAS John Abbott College is authorized by the Ministry of Education to offer the Fine Arts program 510.A0;

WHEREAS the Fine Arts department has changed its program and department name from Fine Arts to Visual Arts in accordance with MESRS (*Ministre de l'Enseignement supérieur, de la Recherche et de la Science*) requirements;

WHEREAS the College's Academic Council was consulted and recommended that the Fine Arts program and department name change be forwarded to the Board of Governors for approval;

It was moved by Louise Arsenault, seconded by Andrew Biteen and carried

THAT the Board of Governors approve the program and department name change from Fine Arts to Visual Arts, as presented; and

THAT John Abbott College implement the program and department name change for students registering for Fall 2014.

360-24 ACADEMIC CALENDAR – AMENDMENTS 2014-2015

WHEREAS Academic Council has recommended to the College that classes be suspended for Easter Monday;

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, as a result of the foregoing, the 2014-2015 academic calendar must be modified and, following its consultation with the Academic Council, the academic administration received a positive response to the modified 2014-2015 academic calendar;

360-24 a) Day Division

It was moved by Antonio Pampena, seconded by Cynthia Némorin and carried

THAT the Board of Governors approve the amendment to the Day Division Academic Calendar for the 2014-2015 academic year, as presented by the Academic Dean.

[NOTE: Article 12 of the CEGEP ACT applies and, as such, no staff member on the Board, with the exception of the Director General and the Academic Dean, is eligible to vote.]

360-24 b) Continuing Education

It was moved by Antonio Pampena, seconded by Andrew Biteen and carried

THAT the Board of Governors approve the amendment to the Continuing Education Academic Calendar for the 2014-2015 academic year, as presented by the Academic Dean.

[NOTE: Article 12 of the CEGEP ACT applies and, as such, no staff member on the Board, with the exception of the Director General and the Academic Dean, is eligible to vote.]

360-25 STUDENT DIPLOMA REQUESTS – PREVIOUS SEMESTERS

It was moved by Antonio Pampena, seconded by Louise Arsenault and carried

THAT the Board approve for forwarding to Quebec, the names of 9 students for a *Diplôme d'études collégiales* (D.E.C.) and the names of 35 students for an *Attestation d'études collégiales* (A.E.C.) as supplied by the Registrar's office in May 2014, and certified by the Dean of Academic Systems as having successfully completed the appropriate requirements for the granting of a diploma.

360-26 OPERATIONS REPORT

The Director General and the Academic Dean presented the key highlights of the Operations Report included in the package.

In reply to a question regarding the new food services supplier contract, the Director General confirmed that the Munch Box would also be renovated and that it might evolve to looking more like a Tim Horton's than what it presently is.

360-27 CLOSING OF THE 360th BOARD MEETING

It was moved by Antonio Pampena

THAT the 360th Board meeting be adjourned.

Chair

Secretary General