



BOARD OF GOVERNORS

307th EXECUTIVE COMMITTEE MEETING AUGUST 27, 2013 - 5:15 PM - H-108

Present: Ginette Sheehy, Chair
Erich Schmedt
Cynthia Némorin
Joanne Simoneau-Polenz
Sylvie Boucher, Secretary General

EC 307-01 Acceptance of Agenda

It was moved by Joanne Simoneau-Polenz, seconded by Cynthia Némorin, and carried

THAT the agenda be accepted as circulated.

EC 307-02 Minutes – 306th Executive Committee Meeting

It was moved by Cynthia Némorin, seconded by Joanne Simoneau-Polenz, and carried

THAT the minutes of the 306th Executive Committee meeting be accepted as circulated.

EC 307-03 Student Election 2013-2014 - Repercussions

A meeting was held with the new SUJAC president on August 20, 2013 to review the rules of the student election process. The elected student will be a representative on the Board of Governors for a one year period. The period of nomination will be between Monday, August 26 and Friday, August 30, 2013. The advance poll will be held on Thursday, September 5, 2013 and the election will be held on Monday, September 9, 2013. This election will allow for the completion of the composition of the Executive Committee, the Director General Selection Committee and the Academic Dean Evaluation Committee.

EC 307-04 By-Law 2 Amendment

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 amendments to By-law 2 “Concerning the Appointment, the Renewal of Mandate and the Evaluation of the Director General and the Academic Dean” were 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 Joanne Simoneau-Polenz, seconded by Erich Schmedt, and carried

THAT the Executive Committee recommend 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 10, 2013.

EC 307-05 Analyse du rapport financier 2011-2012

The Director General presented, to the Executive Committee, the *analyse du rapport financier 2011-2012* which will be presented at the next Board meeting.

EC 307-06 Capital Budget 2011-2012

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 Joanne Simoneau-Polenz, seconded by Erich Schmedt and carried

THAT the Executive Committee recommend 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.

EC 307-07 **Capital Budget 2012-2013**

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 Erich Schmedt, seconded by Cynthia Némorin and carried

THAT the Executive Committee recommend 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.

EC 307-08 Capital Budget 2013-2014

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** for fiscal year 2013-2014;

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 Cynthia Némorin and carried

THAT the Executive Committee recommend 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.

EC 307-09 Signing Authority – Operational Budget (By-Law 3)

SIGNING AUTHORITY – OPERATIONAL BUDGET
- Amendment to Resolution EC306-05

WHEREAS By-law 3 “Concerning the Financial Management of the College” establishes rules concerning the financial management of the College;

WHEREAS By-law 3 (article 1.7) stipulates that the Director General submits to the Executive Committee for approval, a list of individuals with signing authority and limits for all acquisitions and expenses for which an operational budget has been approved in a fiscal year;

WHEREAS the Director General has prepared a list identifying an individual and limits in areas of responsibility;

This item was TABLED for the next Executive Committee.

EC 307-10 Signing Authority – Affiliation Contracts

**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 MSSS and the MELS/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 Joanne Simoneau-Polenz, seconded by Cynthia Némorin, and carried

THAT the Executive Committee recommend that the Board, at its September 11, 2013 meeting, 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.

EC 307-11 Appointment of Board Audit Committee

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 Erich Schmedt, seconded by Cynthia Némorin, and carried

THAT the Executive Committee recommend that the Board Audit Committee for the 2013-2014 fiscal year be composed of the Director General, the Chairperson of the Board, Jeff Bedard and Cynthia Némorin, with 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.

EC 307-12 Board Agenda–354th Regular Board Meeting – September 10, 2013

It was moved by Cynthia Némorin, seconded by Erich Schmedt,
and carried

THAT the Agenda for the 354th Regular Board meeting be adopted.

EC 307-13 Closing of the 307th Executive Committee Meeting

It was moved by Joanne Simoneau-Polenz

THAT the 307th Executive Committee meeting be closed.

Chair

Secretary General



308th EXECUTIVE COMMITTEE MEETING
OCTOBER 2, 2013 - 5:15 PM - H-108

This meeting was not held due to a lack of agenda items and will reconvene, as re-scheduled, on November 6, 2013.

309th EXECUTIVE COMMITTEE MEETING
November 5, 2013 – 5:15 PM - H-108

Present: Ginette Sheehy, Chair
Joanne Simoneau-Polenz
Sebastian Molina Calvo
Cynthia Némorin
William Russell
Erich Schmedt
Stavroula Makris, Secretary General

By invitation: Caroline Charbonneau, Director, Finance & Legal Affairs
Daniel Nyisztor, Comptroller
C. Kippy Wiegand, Deloitte s.e.n.c.r.l.
Audrey Jacques, Deloitte s.e.n.c.r.l.

EC 309-01 Approval of Agenda

It was moved by Joanne Simoneau-Polenz, seconded by Cynthia Némorin, and carried

THAT the agenda be approved as circulated.

EC 309-02 Minutes – 307th Executive Committee Meeting

It was moved by Erich Schmedt, seconded by Cynthia Némorin, and carried

THAT the minutes of the 307th Executive Committee meeting be approved as circulated.

EC 309-03 Audited Financial Statements

Caroline Charbonneau, Director, 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, explained the audit process that his team followed and tabled his reports with the

Executive Committee.

It was moved by Eric Schmedt, seconded by Joanne Simoneau-Polenz, and carried

QUE le comité exécutif recommande 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.

EC 309-04 **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;

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

THAT the Executive Committee recommend 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.

EC 309-05 **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 would be \$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;

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

THAT the Executive Committee recommend 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.

EC 309-06 **Disappropriation from the College's Surplus Account – Emergency Generator**

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

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

It was moved by Erich Schmedt, seconded by William Russell, and carried

THAT the Executive Committee recommend 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.

EC 309-07 **Appropriation from the College's Surplus Account – Heating Plant (Phase II)**

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

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

THAT the Executive Committee recommend 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.

EC 309-08 **Appropriation from the College's Surplus Account – Renovation Projects**

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

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

It was moved by Sebastian Molina Calvo, seconded by Eric Schmedt, and carried

THAT the Executive Committee recommend 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.

**EC 309-09 Signing Authority – Operational Budget
- Amendment no.1 to Resolution EC306-05**

WHEREAS By-law 3 “Concerning the Financial Management of the College” establishes rules concerning the financial management of the College;

WHEREAS By-law 3 (article 1.7) stipulates that the Director General submits to the Executive Committee for approval, a list of individuals with signing authority and limits for all acquisitions and expenses for which an operational budget has been approved in a fiscal year;

WHEREAS the Director General has prepared a list identifying individuals and limits in areas of responsibility;

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

THAT the Executive Committee, in conformity to By-law 3 (article 1.7), approve signing authority and limits for all acquisitions and expenses for which an operational budget has been approved in a fiscal year for the individuals named on the list (Annex “A” attached to Minutes) as provided by the Director General.

EC 309-10 Board Agenda – 356th Regular Board Meeting – November 19, 2013

It was moved by Erich Schmedt, seconded by Cynthia Némorin, and carried

THAT the Agenda for the 356th Regular Board meeting be adopted with the addition of the following item: “Committee Report of Director General Search Committee” after item 15.

EC 309-11 Closing of the 309th Executive Committee Meeting

It was moved by William Russell

THAT the 309th Executive Committee meeting be closed.

Chair

Secretary General



BOARD OF GOVERNORS

**309th EXECUTIVE COMMITTEE MEETING
November 5, 2013 – 4:30 PM - H-108**

ANNEX "A"

Signing authority for individuals identified in article 5.4.3 (a) of By-law 3

COST CENTER	AUTHORIZED	UP TO (\$)
215-1603 English	Maureen MacCuish (addition)	\$500.00
780-7040 Printing	Cathy Schryer (addition)	\$500.00



310th EXECUTIVE COMMITTEE MEETING

December 3, 2013 - 5:15 PM - H-108

Present: Ginette Sheehy, Chair
Joanne Simoneau-Polenz
Sebastian Molina Calvo
Cynthia Némorin
William Russell
Erich Schmedt
Stavroula Makris, Secretary General

EC 310-01 Approval of Agenda

It was moved by Erich Schmedt, seconded by Sebastian Molina Calvo, and carried

THAT the agenda be approved with the addition of the following item "Faculty Recognition" after item 4.

EC 310-02 Minutes – 309th Executive Committee Meeting

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

THAT the minutes of the 309th Executive Committee meeting be approved as circulated.

EC 310-03 Québec Charter of Values

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;

It was moved by Erich Schmedt, seconded by William Russell, and carried

THAT the Executive Committee recommend 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.

**EC 310-04 Signing Authority – Operational Budget (By-Law 3)
Amendment to Resolution EC306-05**

WHEREAS on May 29, 2013, the Executive Committee, in conformity to article 1.7 of By-law 3 "Concerning the Financial Management of the College", approved signing authority and limits for all acquisitions and expenses for which an operational budget has been approved in a fiscal year for the individuals named on the list attached to Resolution EC306-05;

WHEREAS, pursuant to article 1.7 of By-law 3, the Director General may alter said list during the year provided that such modifications do not alter the reporting structure;

WHEREAS the Director General wishes to alter said list in the manner and for the individuals set forth in Annex "A" attached hereto;

WHEREAS said modifications will not alter the reporting structure;

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

THAT the Executive Committee, in conformity to By-law 3 (article 1.7), amend Resolution EC306-05 so as to alter the list attached to said resolution in the manner and for the individuals set forth in Annex "A" attached hereto as provided by the Director General.

EC 310-05 Faculty Recognition

William Russell updated the Executive Committee on the proposals made by the Treasury Board to stop recognizing the validity of teachers' Masters and Doctorate level degrees which would lead to the devaluation of teachers' general academic recognition.

EC 310-06 Board Agenda – 357th Regular Board Meeting – December 10, 2013

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

THAT the Agenda for the 357th Regular Board meeting be adopted with the addition of the following item: “Faculty Recognition” after item 7.

EC 310-07 Closing of the 310th Executive Committee Meeting

It was moved by Erich Schmedt

THAT the 310th Executive Committee meeting be closed.

Chair

Secretary General



310th EXECUTIVE COMMITTEE MEETING - December 3, 2013

ANNEX "A"

Signing authority for individuals identified in article 5.4.3 (b) of By-law 3

COST CENTER	AUTHORIZED	UP TO (\$)
780-7040 FMS	Sanjula Raveendra (addition)	\$2000
820-7060 FMS	Sanjula Raveendra (addition)	\$2000
820-7090 FMS	Sanjula Raveendra (addition)	\$2000
820-9320 FMS	Sanjula Raveendra (addition)	\$2000
From all cost centers	Dan Boyer (remove)	

Signing authority for individuals identified in article 5.4.3 (a) of By-law 3

COST CENTER	AUTHORIZED	UP TO (\$)
215-1603 English	Yves St-Pierre (addition)	\$500
215-1603 English	Maureen MacCuish (remove)	\$500



311th EXECUTIVE COMMITTEE MEETING
January 29, 2014 - 5:00 PM - H-108

Present: Ginette Sheehy, Chair
Sebastian Molina-Calvo
Cynthia Némorin
William Russell
Erich Schmedt
Stavroula Makris, Secretary General

EC 311-01 Approval of Agenda

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

THAT the agenda be approved as circulated.

EC 311-02 Minutes – 310th Executive Committee Meeting

It was moved by Erich Schmedt, seconded by Sebastian Molina-Calvo, and carried

THAT the minutes of the 310th Executive Committee meeting be approved as circulated.

EC 311-03 Appointment of New Chairperson and Executive Committee Member

The Secretary General explained that the resignation of Joanne Simoneau-Polenz created a vacancy in the office of Chairperson of the Board as well as on the Executive Committee. Pursuant to Section 3.2.2 of By-Law 1, in the event of a vacancy in the office of Chairperson, the Board must appoint a replacement for the balance of the fiscal year and, under Section 4.1 of By-Law 1, the Board may fill any vacancy on the Executive Committee at any time.

EC 311-04 Report on current and upcoming Board vacancies
- Select a meeting date for election of new parent

The Secretary General presented a report on the current and upcoming Board

vacancies. March 11, 2014 was selected as the date to hold the meeting to elect a parent to the Board of Governors.

EC 311-05 Director General Search Committee Update

Ms. Cynthia Némorin explained that the Director General Search Committee is going to proceed to a second posting of the Director General position in the near future.

EC 311-06 Board Agenda – 358th Regular Board Meeting – February 11, 2014

It was moved by William Russell, seconded by Sebastian Molina-Calvo, and carried

THAT the Agenda for the 358th Regular Board meeting be adopted.

EC 311-07 Closing of the 311th Executive Committee Meeting

It was moved by William Russell

THAT the 311th Executive Committee meeting be closed.

Chair

Secretary General



312th EXECUTIVE COMMITTEE MEETING
March 26, 2014 - 4:30 PM - H-108

Present: Ginette Sheehy, Chair
Guylaine Audet
Cynthia Némorin
Erich Schmedt
Stavroula Makris, Secretary General

Regrets: Sebastian Molina-Calvo
William Russell

EC 312-01 Approval of Agenda

It was moved by Cynthia Némorin, seconded by Erich Schmedt, and carried

THAT the agenda be approved as circulated.

EC 312-02 Minutes – 311th Executive Committee Meeting

It was moved by Erich Schmedt, seconded by Cynthia Némorin, and carried

THAT the minutes of the 311th Executive Committee meeting be approved as circulated.

EC 312-03 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;

312-03 a) Day Division

It was moved by Guylaine Audet, seconded by Cynthia Némorin, and carried

THAT the Executive Committee 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.

312-03 b) Continuing Education

It was moved by Guylaine Audet, seconded by Cynthia Némorin, and carried

THAT the Executive Committee 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.

EC 312-04 SIGNING AUTHORITY – OPERATIONAL BUDGET - Amendment no. 3 to Resolution EC306-05

WHEREAS on May 29, 2013, the Executive Committee, in conformity to article 1.7 of By-law 3 “Concerning the Financial Management of the College”, approved signing authority and limits for all acquisitions and expenses for which an operational budget has been approved in a fiscal year for the individuals named on the list attached to Resolution EC306-05;

WHEREAS, pursuant to article 1.7 of By-law 3, the Director General may alter said list during the year provided that such modifications do not alter the reporting structure;

WHEREAS the Director General wishes to alter said list in the manner and for the individual set forth in Annex “A” attached hereto;

WHEREAS said modifications will not alter the reporting structure;

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

THAT the Executive Committee, in conformity to By-law 3 (article 1.7), amend Resolution EC306-05 so as to alter the list attached to said resolution in the

manner and for the individual set forth in Annex "A" attached hereto as provided by the Director General.

EC 312-05 Director General Search Committee Update

The Director General Search Committee will be consulting with Academic Council on April 4, 2014. At the next Board of Governors meeting on April 8, 2014, the Director General Search Committee intends on presenting a candidate for the position of Director General of the College and making a recommendation in such respect.

EC 312-06 Board Agenda – 359th Regular Board Meeting – April 8, 2014

It was moved by Cynthia Némorin, seconded by Guylaine Audet, and carried

THAT the Agenda for the 359th Regular Board meeting be adopted.

EC 312-07 Closing of the 312th Executive Committee Meeting

It was moved by Cynthia Némorin

THAT the 312th Executive Committee meeting be closed.

Chair

Secretary General



312th EXECUTIVE COMMITTEE MEETING – MARCH 26, 2014

ANNEX "A"

Signing authority for individuals identified in article 5.4.3 (b) of By-law 3

COST CENTER	AUTHORIZED	UP TO (\$)
780-7040 FMS	Remove: Sanjula Raveendra	2,000
820-7010 FMS	Add: Sanjula Raveendra	2,000
820-7040 FMS	Add: Sanjula Raveendra	2,000



115th SPECIAL EXECUTIVE COMMITTEE MEETING
April 1, 2014 – 16:30 – By Conference Call

Present: Ginette Sheehy, Chair
Erich Schmedt
Guylaine Audet
Cynthia Némorin
William Russell
Stavroula Makris, Secretary General

Regrets: Sebastian Molina-Calvo

SEC 115-01 Approval of Agenda

The Chair explained that there was only one point on the agenda, more specifically, an amendment to the Board Agenda for the 359th Regular Board Meeting of April 8, 2014.

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

THAT the agenda be approved as explained by the Chair.

SEC 115-02 Board Agenda

The Chair explained that one point of information was omitted from the previously approved agenda for the 359th Regular Board Meeting of April 8, 2014. More specifically, and further to Resolution 356-09, it was proposed to add a point of information on the usage of the INCA appropriated surplus so as to update the Board of Governors on this topic. Considering that there was no correspondence to report to the Board of Governors, it was proposed to replace item 4 “Correspondence” of the Agenda by a new item 4 “Usage of the INCA Appropriated Surplus”.

It was moved by William Russell, seconded by Guylaine Audet, and carried

THAT the Agenda for the 359th Regular Board Meeting be amended by replacing item 4 “Correspondence” of the Agenda by a new item 4 “Usage of the INCA Appropriated Surplus”.

SEC 115-03 Closing of the 115th Special Executive Committee Meeting

It was moved by Erich Schmedt

THAT the 115th Special Executive Committee meeting be closed.

Chair

Secretary General



313th EXECUTIVE COMMITTEE MEETING
MAY 27, 2014 – 9:00 AM – By Conference Call

Present: John Halpin, Chair
Guylaine Audet
Sebastian Molina-Calvo
Cynthia Némorin
Erich Schmedt
Stavroula Makris, Secretary General

Regrets: William Russell

EC 313-01 Approval of Agenda

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

THAT the agenda be approved as circulated.

EC 313-02 Minutes – 312th Executive Committee Meeting

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

THAT the minutes of the 312th Executive Committee meeting be approved as circulated.

EC 313-03 Minutes – 115th Special Executive Committee Meeting

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

THAT the minutes of the 115th Special Executive Committee meeting be approved as circulated.

EC 313-04 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;

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

THAT the Executive Committee recommend 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.

EC 313-05 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;

It was moved by Guylaine Audet, seconded by John Halpin, and carried

THAT the Executive Committee recommend 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.

EC 313-06 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;

It was moved by Erich Schmedt, seconded by Cynthia Némorin, and carried

THAT the Executive Committee recommend 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.

EC 313-07 OPERATIONAL BUDGET 2014-2015 -PROVISIONAL

It was moved by Sebastian Molina-Calvo, seconded by Erich Schmedt, and carried

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

EC 313-08 CAPITAL BUDGET 2014-2015 - PROVISIONAL

It was moved by Cynthia Némorin, seconded by Erich Schmedt, and carried

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

EC 313-09 SIGNING AUTHORITY – OPERATIONAL BUDGET (BY-LAW 3)

WHEREAS By-law 3 “Concerning the Financial Management of the College” establishes rules concerning the financial management of the College;

WHEREAS By-law 3 (article 1.7) stipulates that the Director General submits to the Executive Committee for approval a list of the individuals with signing authority for budget purposes, specifying the areas of responsibility in relation to budget as well as the names of those in charge in those areas of responsibility;

WHEREAS, as per By-law 3 (article 1.7), this list is updated yearly by the Executive Committee;

It was moved by Sebastian Molina-Calvo, seconded by John Halpin, and carried

THAT the Executive Committee, in conformity to By-law 3 (article 1.7), approve signing authority and limits for all acquisitions and expenses for which an operational budget has been approved in a fiscal year in accordance with the list

attached hereto as Annex “A” as provided by the Director General.

EC 313-10 Board Vacancies

The Secretary General mentioned that at the next meeting of the Board of Governors, the members will proceed to the appointment/election of the Chairperson and Vice-Chairperson of the Board for the 2014-2015 academic year. The members of the Executive Committee for the 2014-2015 academic year will also be appointed/elected.

EC 313-11 Mechanics for Engaging Board of Governors

The Executive Committee discussed various ways of engaging the members of the Board of Governors, notably through a possible upcoming training session on the roles and duties of Board members as well as through an involvement in the setting of the strategic orientations for the College in its preparation of the 2015-2020 strategic plan.

EC313-12 Board Agenda – 360th Regular Board Meeting – June 17, 2014

After discussion and amendments, it was moved by Cynthia Némorin, seconded by Sebastian Molina-Calvo, and carried

THAT the Agenda for the 360th Regular Board meeting be adopted.

EC 313-13 Closing of the 313th Executive Committee Meeting

It was moved by Sebastian Molina-Calvo

THAT the 313th Executive Committee meeting be closed.

Chair

Secretary General

ANNEX “A”

Signing authority for individuals identified in article 5.4.3 of By-law 3

COST CENTER	AUTHORIZED	UP TO (\$)
0076 Summer B/Ball	Steve Shaw	500
0080 PDHT	Homa Nasser	500
0080 01 Apple on Campus	Rick Rock	500
0278 Athletics	Steve Shaw	500
	Dennis Waide	20,000
0287 – Social Club	Diane Boisvert	Unlimited*
0283 Intl. Women’s Day	Eileen Kerwin-Jones	500
0289 Simon Kevan	Mark McGuire	Unlimited*
0321 – JACFA	TBA	Unlimited*
	Richard Masters – Treasurer	Unlimited*
0322 – JACPA	TBA	Unlimited*
0323 – JACASPA	Emanuela Fabrizio	Unlimited*
	Bill Mahon (Treasurer)	Unlimited*
005-1101 Biology	Chairperson – Marie-Claire Rioux	500
	Gary Johnson	2,000
010-1108 Phys.Ed.	Chairperson – John Roberts	500
015-1109	Roger Haughey	2,000
020-1111 Dental	Chairperson – Jocelyne Long	500
	Patti Griffiths/Patricia Laforce (TCV’s janitorial supplies only)	250
	Margaret Leech	2,000
*Within the budget available in the applicable cost center.		
023-1120 Nutrition	Chairperson – Manijeh Ali	500
	Gary Johnson	2,000
025-1180 Nursing	Chairperson - Terry Berghello	500
	Margaret Leech	2,000
026-1181 Pre-Hospital Emergency Care	Chairperson – Jeff Brown	500
	Margaret Leech	2,000
035-1201 Mathematics	Chairperson – Kevin Davis	500

COST CENTER	AUTHORIZED	UP TO (\$)
	Gary Johnson	2,000
040-1202 Chemistry	Chairperson – Andrew Brown Co-chair – Suzanne Black Gary Johnson	500 500 2,000
045-1203 Physics	Chairperson – Bruce Tracy Gary Johnson	500 2,000
050-1205 Geology	Chairperson – Stephen Bryce Gary Johnson	500 2,000
060-1235 Bio-Pharma	Chairperson – Nabil Khalid Margaret Leech	500 2,000
055-1244 Energy Tech	Chairperson – Mark Ewanchyna Margaret Leech	500 2,000
065-1300 Social Science – Methodology	Coordinator – David Desjardins Gary Johnson	500 2,000
070-1309 Correctional Intervention	Chairperson – François Chenier Margaret Leech	500 2,000
075-1310 Police Technology	Chairperson – Jim Anderson Margaret Leech	500 2,000
080-1320 Geography	Chairperson – Stephen Bryce Gary Johnson	500 2,000
090-1345 Humanities	Chairperson – Bob Collins Roger Haughey	500 2,000

095-1350 Psychology	Chairperson – Michelle Kwas Gary Johnson	500 2,000
120-1389 Anth/Soc	Co-Chair – Kathryn Allen Gary Johnson	500 2,000
125-1393 Info & Library	Chairperson – Christine Jacobs Margaret Leech	500 2,000
130-1399 HEPS	Chairperson – Jim Vanstone Gary Johnson	500 2,000
145-1412 PDHT	Chairperson – Susan Regan Margaret Leech	500 2,000
150-1419 Business Admin.	Chairperson – James Kane Margaret Leech	500 2,000
155-1420 Computer Science	Chairperson – Chris Chadillon Co-Chairperson – Ian Clement Margaret Leech	500 500 2,000
160-1502 C.A.L.L. – Univ.Arts	Chairperson – Michela Belmonte Thomas McKendy/Roger Haughey	500 2,000
180-1539 Creative Arts	Co-Chair – Nikki Forrest Thomas McKendy/Roger Haughey	500 2,000
181-1540 TV/Radio	Tom McKendy Erich Schmedt	2,000 20,000
190-1559 Fine Arts	Chairperson – Sheila Nadimi Wayne Fijal/Peter Irrgang Thomas McKendy	500 500 2,000
195-1561-1569 Theatre 195-1561-1566	Chairperson – Chris Brown Laura Calver Thomas McKendy/Roger Haughey	500 500 2,000
200-1570 Fine Arts / Ceramics	Chairperson – Sheila Nadimi Thomas McKendy	500 2,000
210-1602 French	Chairperson – Alexandre Limoges Roger Haughey	500 2,000

215-1603 English	Yves St. Pierre Maureen MacCuish Roger Haughey	500 500 2,000
235-1618 Foreign Lang.	Chairperson – Pierre N. Vaillancourt Roger Haughey	500 2,000
240-1619 Resource Center	Helena Butler Ronnie Dorsnie Erich Schmedt	500 2,000 20,000
245-1700 Liberal Arts	Coordinator - Eric Laferrière Thomas McKendy/Roger Haughey	500 2,000
250-1701 Arts & Science	Coordinator - Doug Brown Roger Haughey	500 2,000
505-2010 Audio Visual (Media)	Lesley Lawrence Ronnie Dorsnie Erich Schmedt	500 2,000 20,000
510-2020 Library	Lesley Lawrence Marek Pukteris Ronnie Dorsnie Erich Schmedt	500 500 2,000 20,000
750-4050 Teaching & Learning Resources Center	Susan Ajersch Brenda Lamb Ronnie Dorsnie Erich Schmedt	500 500 2,000 20,000
515-2031 IDO	Michael Johnston	20,000
520-2032 R&D	John Halpin	20,000
538-2040 F.S.L.	Dan Nyisztor John Halpin	20,000 20,000
2033 to 2091 USE THE BALANCE OF THEIR GRANTS FOR EXPENSES		
525-2033 Special Ed Coop Program	Catherine Lightstone Dennis Waide	500 20,000
530-2034 Cree Nursing 530-2070 First Nations 530-2081 Inuit Project	Louise Legault Ronnie Dorsnie Erich Schmedt	500 2,000 20,000

546-2045 FQRNT Grant	Robert Sealy	500
547-2046 FQRSC Grant	Julie Podmore	500
548-2047 FQRNT Grant	Heather Short	500
	Dan Nyisztor	20,000
565-2056 Photonics	John Halpin	20,000
580-2058 Co-op Bus. Admin.	Joanne Ross	500
	Margaret Leech	2,000
590-2072 McGill Nursing Comm	Terry Berghello	500
	Margaret Leech	2,000
595-2074 Student Integr.	Caroline D'Aoust Charbonneau	20,000
555-2075 CAF Centre d'aide Français	Daniel Rondeau	500
	Roger Haughey	2,000
600-2079 R&D Holding	John Halpin	20,000
750-2082 Handicapped Students	Ronnie Dorsnie	2,000
	Erich Schmedt	20,000
650-3010 ACADEMIC ADVISING	Lou Chapman	500
	Kim Rousseau	2,000
	Erich Schmedt	20,000
650-3021 Counselling	Julie Chevalier	500
	Dennis Waide	20,000
750-3022 Learning Skills	Patricia Mackie	500
	Ronnie Dorsnie	2,000
	Erich Schmedt	20,000
750-3023 College/Career	Anthony Haddad	500
	Ronnie Dorsnie	2,000
	Erich Schmedt	20,000

750-3024 Student Success	Anthony Haddad Ronnie Dorsnie Erich Schmedt	500 2,000 20,000
750-3032 Student Employment	Anthony Haddad Ronnie Dorsnie Erich Schmedt	500 2,000 20,000
650-3031 Health Services	Anne Smith Dennis Waide	500 20,000
650-3032 Student Employment	Anthony Haddad Dennis Waide	500 20,000
650-3033 Financial Aid	TBD Dennis Waide	500 20,000
650-3060 Student Activities	Jill Gowdey Dennis Waide	500 20,000
650-3070 Agora Bar	Bill Mahon Dennis Waide	2,000 20,000
650-3071 Casgrain 650-9030	Chris Hunter Dennis Waide	2,000 20,000
650-3073 Sports & Rec.	Steve Shaw Chris Hunter Dennis Waide	500 2,000 20,000
650-3074 Conferences	Chris Hunter Dennis Waide	2,000 20,000
650-3091 Student Services	Dennis Waide	20,000
650-3093 Cultural Diversity	Dennis Waide	\$20,000
650-3094 S.I.C.	Brenda Rowe	500
650-3095 Virage Santé	Dennis Waide	20,000
750-4011 Technology Programs	Margaret Leech	2,000
750-4012-00-794 Science Honours	Roberta Silerova	500
750-4012-01-794 Social Science Honours	Thierry Neubert	500
750-4012-02-794 Double DEC	Peter Solonysznyj	500

750-4012-788 Entry/Pathways	Sean Hughes Ronnie Dorsnie	500 2,000
750-4012 Sci./Soc. Sci. Programs	Gary Johnson Erich Schmedt	2,000 20,000
		500
750-4013-785 Women's Studies	Eileen Kerwin-Jones	500
750-4013-786 Peace Studies	Paul Di Stefano	500
750-4013-787 Environ Studies	Jessica Burpee	500
750-4013 Aboriginal Studies	TBD	500
750-4013 Arts/Gen. Education	Roger Haughey	2,000
	Erich Schmedt	20,000
750-4014 Academic Resources	Ronnie Dorsnie	2,000
750-4030 Registrar	Tina Sunseri Kim Rousseau Erich Schmedt	2,000 2,000 20,000
750-4090 Academic Dean	Mary Milburn Erich Schmedt	500 20,000
790-5010 Human Resources	Natalie Iamello Annie Tam Isabelle Turin Donna Yates	2,000 2,000 2,000 20,000
790-5050 Communications	Debbie Cribb Lison Desclos Donna Yates	500 2,000 20,000

780-5090 Corporate & Legal Services	Caroline D'Aoust Charbonneau	20,000
780-6030 Finance	Cheryl Diamond Daniel Nyisztor	2,000 20,000
780-6030-00-542 NTIC	Erich Schmedt John Halpin	20,000 20,000
780-6030-01-542 IT Infrastr. Upgrade	Michael Johnston	20,000
780-6050 Accounting	Cheryl Diamond Daniel Nyisztor Caroline D'Aoust Charbonneau	2,000 20,000 20,000
820-7010 Project Management	Catherine Scheer Sanjula Raveendra Josée Lanouette Robert (Tony) Beale Christian Pépin Michael Johnston	2,000 2,000 2,000 2,000 2,000 20,000
820-7020 Management Buildings	Christian Pepin Catherine Scheer Robert (Tony) Beale Sanjula Raveendra Josée Lanouette Michael Johnston	2,000 2,000 2,000 2,000 2,000 20,000
820-7030 McGill Service Contracts	Michael Johnston	20,000
820-7040 FMS	Sanjula Raveendra	2,000
780-7040 Printing	Terri Goodick O'Carroll Seales Kathy Schryer Michael Johnston	500 500 500 20,000

820-7060 Facilities	Christian Pepin Catherine Scheer Josée Lanouette Robert (Tony) Beale Sanjula Raveendra Michael Johnston	2,000 2,000 2,000 2,000 2,000 20,000
8020-7070 Health & Safety & Sustainability	Christian Pepin Catherine Scheer Josée Lanouette Robert (Tony) Beale Sanjula Raveendra Michael Johnston	2,000 2,000 2,000 2,000 2,000 20,000
650-7080 JAC Bus	Dennis Waide	20,000
820-7090 Facilities	Michael Johnston	20,000
515-7050 ITS Telephone	Dave Trottier Miles Gordon Michael Johnston	2,000 2,000 20,000
515-8011 PCC	Dave Trottier Miles Gordon Michael Johnston	2,000 2,000 20,000
800-8020 Secretary General	Stavroula Makris	2,000
865-8040 Director General	Rosanna Fortunato John Halpin	500 20,000
790-8100 Coûts de convention	Caroline D'Aoust Charbonneau Daniel Nyisztor Donna Yates	20,000 20,000 20,000
790-8100-641 Health & Safety	Isabelle Turin	2,000
790-8100-612 Coûts/Tch Perfect	Diane Wilson Susan Ajersch Annie Tam	500 500 2,000
8100-665/6/7 Coûts/Prof&Support	Annie Tam Donna Yates Caroline D'Aoust Charbonneau	2,000 20,000 20,000

780-8150 Special Budgets	Daniel Nyisztor Caroline D'Aoust Charbonneau	20,000 20,000
650-9010 Food Services	Dennis Waide	20,000
650-9060 Housing	Lois Dion Dennis Waide	2,000 20,000
780-9070 Bookstore	Debbie Job Dan Nyisztor Caroline D'Aoust Charbonneau	2,000 20,000 20,000
905-9073 International Studies	Stephanie Hygate Diane McGee John Halpin	2,000 20,000 20,000
905-9072-to 905-9099 (with the exception of 905-9073) Cont. Education	Alan Gaudet Ruth Greenbank Sylvie Boucher Diane McGee	500 2,000 2,000 20,000
905-9072 Intensive Nursing	Lyne De Palma	500
905-9074 LPN to RN	Lyne De Palma	500
905-9075 Perioperative Nursing	Lyne De Palma	500
905-9082 International/Refresher	Lyne De Palma	500
910-9100 Misc	Daniel Nyisztor	20,000
925-9310 SAC – Student Union	Separate list provided Dennis Waide	20,000
FOR AMOUNTS EXCEEDING \$20,000	The Director General AND either the Comptroller or the Director of Finance and Legal Affairs or the Director of Facilities	