

**CÉGEP HERITAGE COLLEGE
BOARD OF GOVERNORS**

June 2, 2021
B - 220

**Minutes of the two-hundred and twentieth (220th) meeting of
the Cégep Heritage College Board of Governors, held on
Wednesday, June 2, 2021 at 5:30pm via ZOOM.**

Members Present:

A. Guy	<i>School Board (Chair)</i>
G. McIvor	<i>Director General</i>
R. Abouzia	<i>Academic Dean</i>
S. Scott	<i>Faculty</i>
C. Fleury-Gow	<i>Professional Staff</i>
T. Yank	<i>Alumni (Pre-U)</i>
J. Howard	<i>Support Staff</i>
A. Lamirande	<i>Labour Market</i>
S. Townsend	<i>Parent (Vice-Chair)</i>
H. Forget	<i>Universities</i>
D. Bouguem	<i>Socio-Economic</i>
S. Syed	<i>Faculty</i>
E. Kuekam	<i>Parent</i>
A. Kayolo	<i>Socio-Economic</i>
G. Blaise	<i>Economic Sector</i>
W. Twolan	<i>Student Association</i>
F. Vezina	<i>Secretary to the Board</i>

Administrators:

M. Charlebois	<i>Director Human Resources</i>
K. Lamarche	<i>Director Building Services</i>
Y. Lahaie	<i>Director Student Services</i>
M. Hétu	<i>Director Finance</i>

Regrets:

I. Bunge	<i>Student Association</i>
K. Baskerville	<i>Alumni (Career)</i>
K. Barrette	<i>Regional Enterprise</i>

The Chair confirmed *quorum* and called the meeting to order at 5:32 p.m.

The Chair made the following statement: We acknowledge that we are standing on unceded Algonquin territory. He also mentioned the recent announcement concerning the remains of 215 children that have been found buried on the site of a former residential school in Kamloops, B.C.

B21-06-02-220-1.0 APPROVAL OF AGENDA:

On a motion by S. Scott, seconded by E. Kuekam, the following agenda was carried unanimously:

Item	Title/Description
	Opening Remarks
1.0	Approval of Agenda.
	1.1 Director General – Principal Dossiers and Management Reports. <i>[Ref. Doc. B220-1.1]</i>
2.0	Consideration of Minutes
	2.1 Executive Committee:
	2.1.1 Executive Committee meeting E240 of April 14, 2021. <i>[Ref. Doc. B220-2.1.1]</i>
	2.1.2 Executive Committee meeting E241 of May 26, 2021. <i>[Ref. Doc. B220-2.1.2]</i>
	2.2 Board of Governors:
	2.2.1 Board Meeting B219 of March 24, 2021. <i>[Ref. Doc. B220-2.2.1]</i>
3.0	New Business
4.0	Business Arising
	4.1 Report of Cégep Heritage College Foundation
	4.2 Bylaw 3 Concerning Conditions for Admission <i>[Ref. Doc. B220-4.2 a-b]</i>
	4.3 Bylaw 5 Support for Student Success <i>[Ref. Doc. B220-4.3 a-b]</i>
	4.4 Bylaw 4 Academic Senate <i>[Ref. Doc. B220-4.4 a-b]</i>
	4.5 Academic Calendar W2021 <i>[Ref. Doc. B220-4.5 a-b]</i>
5.0	Recurrent, Standard Business
	5.1 Board and Executive Committee 2021-2022 Schedule. <i>[Ref. Doc. B220-5.1]</i>

Item	Title/Description
5.2	Bylaw and Policy Review 2021-2022 Calendar. <i>[Ref. Doc. B220-5.2]</i>
5.3	List of 2021-2022 Department Coordinators. <i>[Ref. Doc. B220-5.3]</i>
5.4	Academic Senate – Nomination of College Administration Representatives. <i>[Ref. Doc. B220-5.4]</i>
5.5	Elections
	5.5.1 Message from Board Chair.
	5.5.2 Info on Governance/Succession Planning/Transition period/BOG Workplan
5.6	Appointments
	5.6.1 Standing Committees <ul style="list-style-type: none"> • Terms of reference • Info from current members
5.7	Renewal of STO Campuce Agreement (<i>Ref. Doc. B220-5.7a-b</i>).
5.8	Diploma (DEC) Graduates
5.8.1	Confirmation of Diploma (DEC) Graduates. <i>[Ref. Doc. # B220-5.8.1 a-b]</i>
5.9	Attestation (AEC) Graduates
5.9.1	Confirmation of Attestation (AEC) Graduates. <i>[Ref. Doc. # B220-5.9.1 a-b]</i>
6.0	Information Presentations and Reports:
	6.1 Academic Dean – Principal Dossiers and Management Reports.
	6.2 Student Association – Principal Dossiers and Management Reports.
7.0	Varia
8.0	Date of Next Meeting: June 16 Forward Agenda
9.0	Adjournment

B21-06-02-220-1.1 Director General – Principal Dossiers Report.

Gordon M^cIvor presented his report for information.

B21-06-02-220-2.0 CONSIDERATION OF MINUTES:

B21-06-02-220-2.1 Executive Committee Meetings.

B21-06-02-220-2.1.1 Executive Committee meeting E240 of April 14.

The minutes of the April 14, 2021 Executive Committee meeting (*Ref. Doc. #B220-2.1.1*) were deposited for information.

B21-06-02-220-2.1.1 Executive Committee meeting E241 of May 26.

The unofficial minutes of the May 26, 2021 Executive Committee meeting (*Ref. Doc. #B220-2.1.2*) were deposited for information. An amendment was indicated by G. M^cIvor.

B21-06-02-220-2.2 Board of Governors Meeting.

B21-06-02-220-2.2.1 Board of Governors Meeting of March 24, 2020.

On a motion by S. Scott, seconded by T. Yank, the minutes of the Board of Governors meeting of March 24, 2021 (*Ref. Doc. #B220-2.2.1*) were adopted.

B21-06-02-220-3.0 BUSINESS ARISING

B21-06-02-220-4.0 NEW BUSINESS

B21-06-02-220-4.1 Report of Cégep Heritage College Foundation

Board members were informed that the Chair of the Cégep Heritage College Foundation will be presenting his annual report at the June 16 meeting. Members who wish to receive a hard copy in addition to the electronic copy must provide their home address to F. Vézina.

B21-06-02-220-4.2 Bylaw 3 Concerning Conditions for Admission

R. Abouzia introduced this item. The following notice of motion was presented:

Proposed change to Reference Document # B3.1 on Program Specific Admission Requirements related to Bylaw 3 Concerning Conditions of Admission. Notice of Motion #b220-4.2 b.

Preamble:	Changes to Reference Document #3.1 on Program Specific Admission Requirements for Nursing, Special Care Counselling, Accounting and Management Technology, Electronics and Information Technology, and Computer Science are required.
Whereas	Adequate language skills for English and French are necessary for Nursing students to help ensure deep learning, integration into clinical settings, pass the Order examination, and successfully enter the profession; and
Whereas	The removal of the requirements for Special Care Counselling is required as they are proving difficult to apply and not useful in assessing applicants; and
Whereas	The addition of the high school levels to be prioritized for Accounting and Management Technology, and Electronic and Information Technology are needed when admission requests result in having more applicants than space available; and
Whereas	The change of the high school levels for Computer Science is to correct a discrepancy; and
Whereas	Academic Senate has approved the notice of motion at the 232 nd regular meeting, held on May 27, 2021.
Moved by:	R. Abouzia
Seconded by:	S. Townsend
THAT	The Board of Governors adopt the revised Reference Document b220-4.2 b on Program specific admission requirements, as presented by Academic Senate.

Notice of motion Carried

B21-06-02-220-4.3 Bylaw 5 Support for Student Success

R. Abouzia introduced this item. The following notice of motion was presented:

**Proposed revision of Bylaw 5 Concerning Support for Student Success, and the addition of Reference Document # B5.3 on Nursing Academic Standing and Advancement Procedure.
Notice of Motion #b220 4.2b**

Preamble: The revision of Bylaw 5 Concerning Support for Student Success, and the addition of Reference Document # B5.3 on Nursing Academic Standing and Advancement Procedure for is needed to ensure Nursing students have the necessary skills to meet the rigorous requirements of the program and the profession.

Whereas Conditions for academic standing and advancement have been established to ensure students are able to progress successfully in the program; and

Whereas Students upon graduation possess the necessary knowledge and skills to pass the Order certification and enter the profession, and

Whereas Academic Senate has approved the notice of motion at the 232nd regular meeting, held on May 27, 2021.

Moved by: R. Abouzia

Seconded by: G. McIvor

THAT the Board of Governors adopt the Reference Document # B5.3 on Nursing Academic Standing and Advancement Procedure, as presented in #b220 4.2a by Academic Senate.

Notice of motion carried

B21-06-02-220-4.4 Bylaw 4 Academic Senate

R. Abouzia introduced this item. The following notice of motion was presented:

Proposed Bylaw 4: Concerning the Academic Senate Notice of Motion #b220 4.4b

Whereas: Academic Senate agreed (AS226-3.2, November 5, 2020) to review Bylaw 4 Concerning Academic Senate within the timeframe of the regularly scheduled Academic Senate meetings, 2020-21, as opposed to striking an Ad hoc committee; and

Whereas Members of Academic Senate participated each meeting, proposing revisions and amendments; and

Whereas In accordance with Senate's Bylaw 4, article 3.3.3.1, this revision received unanimous support of its members as stipulated in Senate minutes; and

Whereas Academic Senate has approved the notice of motion at the 232nd regular meeting, held on May 27, 2021.

Moved by: R. Abouzia

Seconded by: S. Scott

THAT the Board of Governors adopt the revised Bylaw 4 concerning the Academic Senate, as presented in document #b220 4.4a by Academic Senate.

Notice of motion carried

B21-06-02-220-4.5 Academic Calendar W2021

R. Abouzia presented the revised **W2021 Academic Calendar** for information.

B21-06-02-220-5.0 RECURRENT STANDARD BUSINESS

B21-06-02-220-5.1 Board and Executive Committee 2021-2022 Schedule.

G. McIvor presented this item for information. A special Executive Committee meeting will be held on June 22. The planned March 2, 2022 Board meeting may be moved if it conflicts with break week.

B21-06-02-220-5.2 Bylaw and Policy Review 2021-2022 Calendar.

G. McIvor presented this item for information.

B21-06-02-220-5.3 List of 2021-2022 Department Coordinators.

R. Abouzia presented this item for information.

B21-06-02-220-5.4 Academic Senate – Nomination of College Administration Representatives.

R. Abouzia introduced this item. The following motion was presented:

**Proposed Motion #B220-5.4
Concerning the Nomination of College Administration
Representatives to Academic Senate for 2021-2022**

WHEREAS Cégep Heritage College's Bylaw 4 Concerning the Academic Senate indicates that three members of the College administration, including those responsible for programs of studies, are to be appointed to the Academic

Senate by the Board of Governors for a one-year renewable term;

WHEREAS the College's Senior Management Team recommends that the Board of Governors appoint the following three College administration representatives to the Academic Senate:

- Geneviève Bonin-Labelle (Associate Academic Dean)
- Kelly McMahon (Registrar)
- Yves Lahaie (Director Student Services)

Moved by: G. McIvor

Seconded by: S. Syed

THAT the Board of Governors appoint the three College administration representatives Geneviève Bonin-Labelle, Kelly McMahon and Yves Lahaie to the Academic Senate for the 2021-2022 Academic Year.

Motion carried

B21-06-02-220-5.5 Elections

A. Guy shared with the Board his message. He will not be running for re-election as Board Chair.

Discussion took place on Governance/Succession Planning/Transition period/BOG Workplan. F. Vézina will circulate an information package.

The election will be scheduled for the June 16 Board meeting.

B21-06-02-220-5.6 Appointments

A discussion took place on Committee nominations

- Terms of reference
- Info from current members

B21-06-02-220-5.7 Renewal of STO Campuce Agreement

G. McIvor introduced this item. The following motion was presented:

**{Item #B220-5.7b} Motion
Concerning an agreement with STO
to renew Cam-Puce at Heritage**

Whereas	the College and the Student Association have discussed with Société des transports de l'Outaouais (STO) the renewal of "Forfait Cam-Puce" at Cégep Heritage College;
Whereas	A proposal (Document E241-5.7a) was presented by the STO to the College and the Student Association;
Whereas	the proposal is for the 2021-2022 academic year; and
Whereas	through financial contributions of the College, the Student Association and the STO, full time students will benefit from a \$28.00 reduction in fares per semester.
Moved by:	G. McIvor
Seconded by:	A. Kayolo
THAT	the Board of Governors to authorize the Director General to sign the agreement and agree to a contribution of up to \$7,800.00 per semester during Academic Year 2021-2022.

Motion carried

B21-06-02-220-5.8 Confirmation of Diploma (DEC) Graduates.

Roya Abouzia, presented this item.

The following motion was presented:

Proposed Motion #B220-5.8.1b Addition to Diploma (DEC) Graduates	
WHEREAS	the Academic Dean has confirmed that the students named in the appended document { <i>Ref. Doc. #B220-5.8.1a</i> } have met the diploma requirements of their program in the Fall 2020, Winter 2021 and Summer 2021; and
WHEREAS	the Diploma of College Studies (DEC) is issued to graduating students by the Ministry upon the recommendation of the Board of Governors.
Moved by:	R. Abouzia
Seconded by:	T. Yank
THAT	the Cégep Heritage College Board of Governors accept the students named in the appended document { <i>Ref. Doc. # B220-5.8.1a</i> } as having met the diploma requirements of their programs as defined in the <i>College Education Regulations</i> .

The motion was carried unanimously

B21-06-02-220-5.9 Confirmation of (AEC) Graduates.

Roya Abouzia, presented this item.

The following motion was presented:

Proposed Motion #B220-5.9.1b
Additions to Attestation of College Studies (AEC) Graduates

WHEREAS the Academic Dean has confirmed that the students named in the appended document *{Ref. Doc. #B220-5.91a}* has met the attestation requirements of their programs in the winter 2021 semester; and

WHEREAS the Attestation of College Studies (AEC) is issued to graduating students by the College upon the recommendation of the Board of Governors.

Moved by: R. Abouzia

Seconded by: H. Forget

THAT the Cégep Heritage College Board of Governors accept the students named in the appended document *{Ref. Doc. # B220-5.9.1a}* as having met the requirements of their programs as defined in the *College Education Regulations*.

Motion carried unanimously

B21-06-02-220-6.0 Information Presentations and Reports.

B21-06-02-220-6.1 Academic Dean – Principal Dossiers Report.

R. Abouzia presented her report for information.

B21-06-02-220-6.2 Student Association – Principal Dossiers Report.

W. Twolan presented his report for information.

B21-06-02-220-8.0 Varia

Discussion took place on action to be taken in order to support and promote aboriginal student success.

B21-06-02-220-9.0 Date of Next Meeting: Wednesday, June 16, 2021

B21-06-02-220-10.0 Adjournment.

On a motion by R. Abouzia, the meeting was adjourned at 8:31 p.m.