

Your Anglophone CEGEP in the Outaouais  
**Annual Report 2015 - 2016**







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## MESSAGE FROM THE BOARD CHAIR

The past year has smiled favourably on the Cégep Heritage College in many ways, as reflected in this annual report.

With greater community recognition, the College is attracting record numbers of students, many with special needs, each encouraged to achieve academic success and career preparation for entry into the workforce or further education at university. This has been acknowledged by the Government of Québec through increased operational funding, new program approval, and capital expenditure permitting building expansion.

Such growth does not come without its challenges, however, as opportunities suggest new partnerships and require transitional adjustments to a changing economic and social environment. In this respect, the students, parents and citizens of the City of Gatineau and the entire Outaouais region are extremely well served by the dedicated Heritage teaching faculty, a committed professional and support staff, and an excellent administrative team, working cooperatively under the leadership of Director-General Michael Randall to implement the objectives of our comprehensive organizational Strategic Plan. With the generous

collaboration of all members of the Cégep Heritage College Board of Governors, as my mandate extends into its tenth year, and my fifth as Chairman, it has been a privilege to be associated with the institutional and personal achievements of the College for another year.

As we take well-deserved collective pride in the accomplishments outlined in this annual report, may they prove to be an inspiration for even greater realizations in the years ahead.

Kenneth-Roy Bonin

Chairman



Cégep Heritage College Board  
of Governors



## MESSAGE FROM THE DIRECTOR GENERAL

It is with pride that I submit to the Board of Governors the 2015-2016 Annual Report of Cégep Heritage College.

This past year has been a year of developments at Heritage: developments that will improve our ability to offer a quality educational experience for all our students. In November, we began construction of a long awaited college expansion project. In addition to a new two story wing of classrooms and lab space, there is an expansion of the sports wing and the library, upgraded facilities for our nursing program and a new student lounge.

The original Heritage facilities were built for 800 students, while our enrolment has now increased to a total of 1189 validated full-time students in regular education (fall 2015). Continuing Education experienced a year that could be characterized as one of rebuilding has hosted 290 students over the past year. The new programming and business services development that has occurred at this time will undoubtedly help increase the number of Continuing Education students in the future. The increase in the regular education student population has brought some challenges, be it for special needs students, scheduling of classes, or allocation of spaces for both classes and student activities. However, our very dedicated staff and faculty always manage to offer quality services and programming to our students. The Outaouais region as a whole continues to experience steady population growth, and as a result, we expect that Heritage will continue to grow in order to serve our community.

The Heritage College Foundation, created in January 2014, continued its major fundraising campaign in

2015-2016. The Foundation's goal is to raise \$1 million over five years, to aid in student perseverance, improve support to students with special needs and to enhance teaching technologies and equipment. By the end of the academic year, the College had raised \$570,000. The Heritage community greatly appreciates the efforts of our volunteers and the commitment of our local businesses, community leaders and the Heritage family who have so generously supported our cause up to this point.

The College continues to improve its program offerings, in both Regular and Continuing Education. In June (2016), Heritage received a permanent program authorization for a DEC in "Special Care Counselling." In addition, we offered intensive French Second language programs, sponsored by Emploi-Québec, at both our Gatineau and Campbell's Bay campuses. Speaking of the Pontiac, Heritage continues to serve this region at both its satellite campus, where we offered and AEC in Agriculture as well as non-credit courses and workshops. In addition, we are very proud to announce that our cohort of nursing students in Shawville successfully completed their three year DEC program in the spring.

I would like to extend my sincere thanks to the Chairman Kenneth-Roy Bonin and to all members of the Board of Governors for their continued support. The College is also grateful for the hard work and dedication of both our faculty and non-teaching personnel, without whom the success of our students would not be possible. I would also like to acknowledge the important contributions of our Marketing/Communications Manager, M. François Vézina, in the creation of this report. Together, the Heritage community can move forward into the future with great optimism!



*Yours truly,*

A handwritten signature in black ink that reads "M. J. Randall". The signature is fluid and cursive.

*Michael Randall  
Director General*

# CÉGEP HERITAGE COLLEGE

## MISSION STATEMENT

Cégep Heritage College is an Anglophone CEGEP, proudly committed to your success through a diverse and innovative, community-driven learning experience.

### CÉGEP HERITAGE COLLEGE EXPERIENCE

Cégep Heritage College, a student-centered community, promotes academic excellence through a personal and supportive environment that recognizes the importance of continuous learning.

### CÉGEP HERITAGE COLLEGE PROMISE

Cégep Heritage College graduates will:

- Respect human diversity
- Participate in their community
- Demonstrate leadership skills
- Value working with others
- Behave ethically
- Safeguard the environment

### THE 2015-2016 SENIOR MANAGEMENT TEAM



*From left to right – Maurice Lafleur (Associate Academic Dean), Roya Abouzia (Academic Dean), Michèle Charlebois (Dir. Human Resources), Michael Randall (Director General), Deborah Valdez (Dir. Student Services) and Michel Hétu (Dir. Financial Services). Missing on our picture: Donald Marleau (Dir. Building Services and IT).*



*Cégep Heritage College Graduating Class of 2016*

# CÉGEP HERITAGE COLLEGE 2015-2016 BOARD OF GOVERNORS AND MANAGEMENT COMMITTEES

## 2015-2016 BOARD OF GOVERNORS



Left to right: Michèle Charlebois (Director, Human Resources), Kathleen Barrette (Regional Enterprises), Roya Abouzia (Academic Dean), Trevor Corless (Faculty), Sean Scott (Faculty), Michael Randall (Director General), Karen Côté-Fullhaber (Parent), Roy Bonin (Board Chair), Celina Fleury-Gow (Professional Staff) and Karl Lavoie (Socio-Economic). Not on photo: Alexina Picard (Pre-U Graduate), James Shea (School Boards), Vlad Gudz (Pre-U student), Jeremy Howard (Support Staff), Gail Ryan (Socio-Economic), Monica Wolfe (Career Student), Jeffrey Carlson-Graves (Career Student), Kaye Chaffers (Parent), Jennie Savath (Career Graduate), Murielle Laberge (Universities) and Gail Sullivan (Vice-Chair).

## 2015-2016 EXECUTIVE COMMITTEE



Left to right: Michael Randall (Director General), Roya Abouzia (Academic Dean), Sean Scott (Faculty), James Shea (School Boards). Not on photo: Roy Bonin (Chair) and Gail Sullivan (Vice Chair).

## 2015-2016 ACADEMIC SENATE



Left to right: Sarah Thrasher, Mark Molnar, Roya Abouzia (Chair), Deborah Valdez, Maurice Lafleur, Brendan Myers, Kathy Cumming (Secretary), Celina Fleury-Gow and Lee Anne Johnston (Facilitator). Not on photo: Allan McDonald, Kelly McMahon, Cheryl Mitchell, Lisa Peldjak, Jeffrey Carlson-Graves and Alexandre Giles



## STRATEGIC PLAN YEAR 6

### ASSESSMENT SUMMARY

The following is a summary of what was accomplished during the sixth and final year of our 2010-2016 Strategic Plan.

#### ORIENTATION 1: IMPROVE STUDENT SUCCESS

- The first semester success rate for students in regular education DEC programs improved to an average of 86% this past year compared to 82% in 2014. More specifically, the success rate for students in pre-university programs was 86% in comparison with 82% in 2014, and for career programs 85% in comparison with 82% in 2014. Third semester retention for the 2014 cohort stands at 66% for all students, compared with 71% for the 2013 cohort. Needless to say, student retention remains a challenge for the College.
- The overall course success rate for our AECs was 83% this past year: a significant improvement from recent years. Although some AEC programs face particular challenges in this area, others are performing much better. However, the target of a 75% graduation rate has still not been attained. We continue to evaluate and revise all our AEC programs on a regular basis to improve the quality of our offerings, and ultimately, our student success rates.
- Regular Education graduation on time rates still have not met the targets set in 2010 (39% for the 2012 cohort, compared to a target of 44%). However, the College's graduation rates exceed those of the public college network by

about 6%. The College continues to monitor the success of all our students, in all our programming, very closely.

- In addition to the two annual cohorts of Nursing in Gatineau, a cohort of 9 students in our Nursing (DEC) program successfully completed their third and final year of studies at a satellite campus in Shawville.

#### ORIENTATION 2: RESPOND TO THE DEMANDS OF THE OUTAOUAIS GLOBAL MARKET

- An AEC in agriculture (Proficiency in Diversified Agriculture Production) and an intensive French second language program, were offered in the Pontiac, in collaboration with Emploi-Québec. Noncredit workshops in the agriculture field were also offered.
- Two AEC programs were offered at the Gatineau campus: Microsoft Network and Security Administrator and Bilingual Office Administration. In addition, an intensive French second language program was offered at the Gatineau campus in collaboration with Emploi-Québec.
- The College's Business Services division offered 12 new contracts to businesses and local organizations to provide training. Two such contracts were also concluded at the Campbell's Bay campus.
- The College continues to partner with Tourism Outaouais to provide training and expertise to the regional tourism and hotel industry.
- For the sixth year in a row, a humanitarian project in Guatemala was conducted by the

Nursing and ECCE programs in April. In addition, an administrator from a technical college in Reims, France (IRTSCA) paid a visit to the College to further develop an existing cooperation agreement with Heritage. In October, a professional from Heritage visited the four French Colleges with whom we have cooperation agreements. The goal is two-fold: to recruit foreign students to the College and to provide opportunities to our students for Coop placements and study opportunities overseas. In addition, United States Embassy staff also visited the College for an information session for students on study opportunities in the U.S.

#### ORIENTATION 3: INCREASE COLLEGE VISIBILITY AND STUDENT ENROLMENT

- A moderate increase in Regular Education enrolment was registered again this past year with a validated full-time student total of 1189 in fall (2015).
- Unfortunately, Continuing Education registered a decline in the number of students (290) in 2015-16. The College is moving forward with the development of new AEC offerings and business services and is confident that enrolments will increase as a result.
- We made use of both social media (Facebook) as well as print advertising in the region to publicize the College and our program offerings at both campuses.
- College personnel participated in career fairs and recruitment salons both within the



## STRATEGIC PLAN YEAR 6 ASSESSMENT SUMMARY

Outaouais as well as in the Montreal area.

- The College regularly used its partners and their networks to promote our credit and non-credit course offerings. Examples of such partners are : le Regroupement des hôteliers de l'Outaouais, SITO (le Service intégration travail Outaouais) APICA (l'Association des professionnels industriels et commerçants d'Aylmer) and the Gatineau Chamber of Commerce.

### ORIENTATION 4: ENSURE A SYNERGY OF HUMAN, FINANCIAL AND MATERIAL RESOURCES TO SUPPORT THE COLLEGE MISSION

- Employee recruitment procedures and processes were updated and a variety of on-line media were used regularly to publicize job openings in order to find skilled, qualified personnel.
- The Heritage College Foundation launched its major fundraising campaign to raise \$1 million to provide bursaries, update equipment and increase accessibility to the College. By the end of the year, \$570,000 had been raised.





## SUMMARY OF ACTIVITIES IN SUPPORT OF STUDENT SUCCESS

During the 2015-2016 academic year, the College implemented or continued to provide the following measures in support of Student Success:

### TRACKING SUCCESS RATES

All academic departments are regularly provided with student success statistics for all courses taken at the College. Comparative course success data are also presented to all 12 programs and the 5 general education departments at Coordinators Meetings, Academic Senate and to Senior Management.

Our analysis shows that overall, success rates are increasing and we are reaching many of the targets established in the Strategic Plan. For example, in 2010, the College set several targets for all regular education students by 2014. Concerning first semester course success, the target was set at 85% and by fall 2015, we've reached 86%. With regard to third semester retention, the target was set at 72%. Our latest data, fall 2013 reached 71%, well above the network at 68%.

### ORIENTATION ACTIVITIES

Time Management Workshops are offered through The Learning Centre (TLC) and are publicized and sent to every student via OMNIVOX each semester. Individual coaching is provided for probationary students to sensitize them to career counseling services. In addition, several workshops were held to assist students with career exploration, positive and healthy relationships and to advance student engagement, perseverance, and student success.

### TUTORING

Heritage offers extensive tutoring to our students. In the fall, student tutors were provided for the Secondary 5 math upgrade course. In the winter, tutors through the peer tutoring course were provided for ECCE, Electronics, Mathematics, Modern Languages (French and Spanish), NewMedia and Publication Design, Nursing, Science- Biology and Physics, and Social Science –Psychology, Political Science and Economics. General Education tutors were available throughout the year in English, Philosophy, and Physical Education. Tutors have also actively supported students in Continuing Education.

### FACULTY PROFESSIONAL DEVELOPMENT

The January 2016 PD Day offered a Policy Primer in the morning, since several key policies were updated last year. Several workshops in the afternoon were presented by guest speakers and our faculty on topics as varied as executive learning skills in our students, cyber bullying, plagiarism, and interpersonal communication skills.

The May 2016 PD session was a full day event on UDL, Universal Design for Learning, starting with show & tell activities from our teachers to other teachers followed by our keynote speaker from McGill University, Roberta Thomson. Teachers were then asked to have a working lunch where they would discuss how they adapt UDL to their courses and program; Roberta Thomson visited with departments and programs during this exchange.

All sessions were well attended and received.





## NURSING IN THE PONTIAC

In response to a regional request to address a chronic shortage of nurses at the Pontiac Community Hospital, the College worked with several partners: the Agence de Santé, the CSSS, Emploi Québec, the Western Québec School Board and the Ministère des finances et de l'économie, to secure funding to offer a nursing program in the Pontiac region. Eight students graduated in 2016 from this initiative.

## RESEARCH ACTIVITIES

Ongoing research and professional development are essential to college teaching, as it enables faculty to keep up with the advancements in their fields of study, but also to better adapt and grow with the pedagogical, technological, cultural and societal changes experienced by their students. The majority of teachers at Cégep Heritage College who pursue research and activities, do so with their discipline and/or in education with the classroom in mind, where the student, the teacher, the program, and the College as a whole can benefit. Several teachers attended the LCEEQ The Leadership Committee for English Education in Quebec conference last February, the AQPC Association Québécoise de Pédagogie Collégiale in June 2016, as well as other venues.



# STUDENT SUCCESS PERFORMANCE INDICATORS

Cégep Heritage College's 2010-2016 Strategic Plan identifies the performance indicators to be achieved by the end of academic year 2015 for four Student Success Objectives. At the end of the fifth year of our Strategic Plan the following are the results:

## 1. IMPROVE FIRST SEMESTER COURSE SUCCESS RATE

*Indicator: That the course success rate for the first semester for cohorts of students from 2010-2016, average 85% for all students in regular education.*

For 2015, the course success rate was 86%.

We have had a steady increase since 2010, reaching our goal in 2013. Many factors can affect this rate.

## 2. INCREASE THIRD SEMESTER RETENTION RATES

*Indicator: That the rate of re-enrolment for all cohorts of students in the third semester average a minimum of 72%.*

The 3rd semester re-enrolment rate for the fall 2013 cohort (Population A, same program, same college) was 71%.

The 3rd semester re-enrolment rate for the fall 2013 cohort across all programs, within the same college is consistently above or close to network rates over the last 5 years.

## 3. IMPROVE GRADUATION ON TIME RATES

*Indicator: That the rate of graduation within the time provided for students in regular education average 44%.*

The average on time graduation rate for the 2010 cohort of students was 36.5%. The pre-university program rates (fall 2011 cohort) were at 42%, above the network at 34%. The technical program rates (fall 2012 cohort) were at 32%, above the network at 27%. Our College consistently surpasses the network by 3% or more.

## 4. INCREASE LEVEL 101 FRENCH COURSE SUCCESS RATE

*Indicator: That the Level 101 French course success rate be increased to 77% by the end of the 2013-2014 academic year.*

At the end of the 2015-2016 academic year, the level 101 French course success rate was 85%.



## PROVINCIAL REINVESTMENT ACTIVITIES

The Ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche (MEESR) allocated a grant to Cégep Heritage College for Provincial Reinvestment activities. The amount received was dedicated to activities and initiatives identified by the College in conformity with the targets identified by the Ministry:

Target 1: Accessibility, quality of services, competency development and success.

Target 2: Information Technology support and updating of documentation resource programs.

Target 3: Operation and maintenance of buildings and quality of premises.

Target 4: Involvement of CEGEP on its territory and support to innovation and regional economic development.

In 2015-2016, the College implemented or continued to provide the following measures in support of these targets.

### COMPUTER SERVICES (TARGETS 1 AND 2)

#### Computer Technician

The computer technician hired during the 2010-2011 academic year continued his activities to increase the quality and reliability of the Information Technology services. This has helped reduce response-time delays in the event of breakdowns, and provided improved data security. This position continued to be essential in 2015-2016 in order to continue to provide adequate services and support to our students and staff in the accomplishment of their daily tasks.

#### Other Computer Services expenses (Target 2)

Funds received were also used to improve Information Technology support to Student Services, the library and audio-visual services by adding or replacing technological equipment.

### STUDENT SERVICES (TARGET 1)

#### Recreational Technician

The Recreational Technician initiated more cultural and sports activities under the guidance of the Director of Student Services. These activities in 2015 - 2016 included the following:

- Yoga classes;
- Open mic coffee houses;
- Equipment and management of student's music room and game room;
- Two blood drive clinics;
- Intra - mural activities (e.g. Volleyball, Indoor soccer );
- Weekend cycling excursions and hiking ;
- Halloween activities;
- Fundraising activities for charities;
- Black History celebration;
- Zumba classes
- "Movember" activities

#### Provincial Reinvestment Funds

##### Revenues

Government grant	\$188,182
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##### Expenses

Salaries and social benefits	\$108,442
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Other expenses	\$79,740
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Excess of Revenues over Expenses	\$ 0
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#### Other Student Services expenses (Target 1)

Funds received were also used to improve accessibility, quality of services and success for Accessibility students (students with special needs).

# CÉGEP HERITAGE COLLEGE FOUNDATION

**MATCHING GIFT ANNOUNCEMENT / PRESS CONFERENCE** Aug. 20, with Brigil (Gilles Desjardins) - \$100K over ten years. The Matching Gift Program applies to any donations from family, friends and the Heritage Community to a maximum of \$100,000.

**ALUMNI AND AMBASSADOR COCKTAIL** Event occurred Sept 30 at Heritage, seventy participants, creation of alumni video testimonials. Excellent networking opportunities. Event sponsored by Epicure and Noël et associés.

**NEW BOARD MEMBERS** Marie-Paule Dufresne (Education Advisor), Sean Scott (Family Advisory Committee Representative), Ian Rathwell, Martine Rainville (Desjardins), James Shea (representative of the Board of Governors).

**THE FAMILY ADVISORY COMMITTEE** Led by Kathy Cumming. Proposed revision to its mandate which was confirmed. Successful recruitment and involvement from Cégep Heritage employees.

Creation of the Funds and Bursaries Committee led by Paul Elliot-Magwood. This committee created bursary criteria and selection procedures for both bursaries and projects. Orchestrated selection process and proposed candidates to the Foundation Board for Perseverance Awards and Projects.

**DISBURSEMENT – BURSARIES** A total of fourteen bursaries were awarded: two in the Pontiac and twelve from Gatineau campus at the annual Awards Evening on April 28 (bursaries ranging from \$200 to \$2000). Confirmed returning Dynacare (Nursing Bursary) and new Groupe Lallier Honda (Misha Tolstoy Engagement Bursary). Established a sponsor agreement with Lallier Honda.

**DISBURSEMENT – PROJECT FUNDS** Thanks to Desjardins, the Foundation contributed \$1000 towards student participation in the Heritage Guatemala Project/Spring 2016.

**NETWORKING AND BUILDING COMMUNITY TIES** Foundation representatives attended seven lunches provided by the Hotel and Restaurant Management program. Local media and other key players were in attendance. Excellent exposure for both the Foundation and the College.

**LOCAL BUSINESSES – SLUSH PUPPIE CANADA INC.** Presentation to Commerce students by owner Jean-Roch Beaudoin and contribution to the Foundation.

**LOCAL BUSINESS - LAITERIE DE L'OUTOUAIS** sponsored refreshments at Perseverance Heroes Awards honouring our local heroes, Josée Beaudry and Larry Greene.

**FAMILY FUNDRAISING INITIATIVE** Participation in the 2016 Spartan Race for a Cause in June at Edelweiss, thirty participants and thirty volunteers from the College raised \$5000. The Honourary Chair was Will Amos, MP, with the participation of Greg Fergus, MP and Mike Duggan, City councillor. Good media coverage and public relations.

**COMMUNICATIONS - ALUMNI (4000) THROUGH EMAIL** Creation of e-newsletter, populated database, 35% opening rate of emails/excellent.

**COMMUNICATIONS - ONLINE " MARCHAND DE RÊVES" CONTEST** with hopes of winning \$25,000 with La Revue (Transcontinental) and Marcel Proulx. – Foundation's cause attained finalist status for the region. Raised awareness regarding our campaign, built ties with the Outa-

ouais Rugby Association and raised awareness about the College's incredible rugby program.

**COMMUNICATIONS - ALUMNI & FRIENDS FACEBOOK**, creation and postings.

**INCREASED PLEDGED DONATIONS** from \$292,028 as at June 30, 2015 to \$528,200. Invested funds total \$130,000 as at June 30, 2016.



*Brigil – Matching Donor Press Conference (N. Lefebvre, M. Randall, C. Green, G. Desjardins, M. Drouin)*



*Networking Lunches at the Heritage Bistro*



# CÉGEP HERITAGE COLLEGE FOUNDATION

## MUNICIPAL, PROVINCIAL AND FEDERAL DONATIONS AND SUPPORT

Municipalité Alayn-et-Cawood Municipality  
Municipalité Litchfield Municipality  
Municipalité Isle aux allumettes Municipality  
Municipalité Otter Lake Municipality  
Ville de Gatineau  
Gaudreault, Maryse  
Carrière, Marc  
Duggan, Michael  
Amos, William

## DONORS AND PARTNERS AS AT JUNE 30, 2016

Alliance Autochtone du Québec  
Bulletin d'Aylmer Bulletin  
Brigil  
Camp Fortune  
Centre Dentaire Dufresne Nguyen Inc.  
Cégep Heritage College Administrators, Foundation Administration, Management, Students, Faculty and Staff  
Charlebois Trépanier Insurance  
DESJARDINS  
ExecHealth  
Gamma-Dynacare Laboratories  
Groupe Lallier Outaouais  
Heritage Administrators Association  
Heritage Student Association

Imprimerie Grégoire  
Intact Insurance  
Gilles Lalonde, Pharmacies Jean Coutu  
Leacross Foundation  
Pontiac Journal du Pontiac  
Restaurant "La Station"  
Slush Puppie Canada Inc.  
Sœurs de la Charité inc.  
Ville de Gatineau  
Vitrerie de la Vallée  
West Quebec Post



*Bursaries – Dynacare (Nursing Bursary)*



*Bursaries – Pontiac Perseverance  
Bursary Recipients*



*Alumni and Ambassadors Cocktail –  
James Shea, Rick Henderson*



*Alumni and Ambassadors Cocktail –  
Professor Cammy with former students*

Ville de  
**Gatineau**

 **Desjardins**

**Cooperating in building the future**

# CÉGEP HERITAGE COLLEGE FOUNDATION

CÉGEP HERITAGE COLLEGE FOUNDATION THANKS ITS PARTNERS AND DONORS  
(AS OF JUNE 30, 2016)



Marcel Proulx (Foundation Chair), Nicole Lefebvre (Foundation Manager), Michel Drouin (Campaign Chair)



Vitrierie de la vallée - Major Donor



BRIGIL –Lead Donor – Matching Family Donations



Slush Puppie Canada Inc. Donation



Laiterie de l'Outaouais – Perseverance Event



Spartan Race



Spartan Race – M. Proulx, N. Lefebvre, M. Duggan, W. Amos, G. Fergus, Matt Tatersall-Boros, Justin, M. Randall



## REVENUE AND EXPENSES

Revenue	2016	2015
Regular Education	\$14,525,581	\$14,637,261
Continuing Education	\$ 1,431,993	\$ 1,566,398
Other Revenue	\$-	\$ 23,510
<b>TOTAL</b>	<b>\$15,957,574</b>	<b>\$ 16,227,169</b>
Expenses		
Salaries and fringe benefits - Teachers	\$ 9,475,845	\$ 9,584,841
Salaries and fringe benefits - Other staff	\$ 4,188,574	\$ 3,911,964
Other expenses	\$ 1,844,148	\$ 2,288,662
<b>TOTAL</b>	<b>\$ 15,508,567</b>	<b>\$ 15,785,467</b>
Excess of revenue over expenses	\$ 449,007	\$ 441,702
Changes in Fund Balance		
Balance, beginning of year	\$ 900,085	\$ 498,946
Excess of revenue over expenses	\$ 449,007	\$ 441,702
Interfund Fund Transfers		
Reimbursement of Self Financed Loans		
Acquisition of Capital assets	(\$88,554)	(\$40,563)
Others		
<b>TOTAL</b>	<b>\$ 360,453</b>	<b>\$ 401,139</b>
Balance, end of year	\$ 1,260,538	\$ 900,085

Balance of Funds allocated for specific projects	\$200,000	\$-
Balance of Funds allocated to cover forecasted deficit for the ensuing fiscal year	\$ 515,105	\$ 80,414
Balance of Funds not allocated	\$545,433	\$ 819,671

\* \$200,000 of the 2015-2016 surplus has been reserved to fund a distance learning classroom and to develop our new Special Care Counselling program. (\$515,105) will be applied to the anticipated budget deficit in 2016-2017.

Service Contracts Involving an Expenditure of \$25,000 or More in 2015-2016

Service Contracts with an Individual	
None	
Service Contracts with a Contractor other than an Individual	
Entretien Ménager des Immeubles/ Inter Quebec	\$83,854.00
RISQ	\$ 27,503.00
Skytech Communications Clara Pédagogie, Mia, Omnivox	\$177,723.00
Insurance B.F.Lorenzetti & Associates (AON Parizeau Inc)	\$ 31,145.00
SECURITY Garda World	\$ 82,559.45
Total Service Contracts Above \$25,000	\$ 402,784.45

## LIST OF RETIREES AND HUMAN RESOURCES DISTRIBUTION

List of Retirees 2015-2016

Employee Name	Category
Jeannine Lafreniere	PNE
Judith Lamarche	Support Staff
Van Trinh	
Bijoy Bora	
Marie Déziel	Teaching Staff
Stan Cain	

Human Resources Distribution 2015-2016  
(As at June 1, 2016)

Employee Categories			Total Number
Senior Managers and Managers			11
Teachers	Regular Education	141	146
	Continuing Education	5	
Professionals			12
Support Staff			36
<b>Total</b>			<b>205</b>



The staff level established in accordance with article 38 of the Act for the period of April 1, 2015 to 31 March 2016 exceeds the 2014 period by a total of 8,025 hours (2.72 percent higher than the year of reference). This gap is justified by the fact that we had an increase in our student population and we had to replace absent employees occupying unique positions. This could not be avoided given our obligation to maintain services to the student population in accordance with article 14 of the Act and in order to respect the obligations under the provisions of the collective agreements in accordance with article 35 of the Act.



# COLLEGE ADMINISTRATION HIGHLIGHTS

## AUGUST

### Welcome Back

On August 20, the Foundation held a well-attended press conference to announce a matching gift by M. Gilles Desjardins (Brigil). This means every dollar donated by the Heritage Family will be matched up to a total of \$100,000. The event was twinned with our beginning of semester "Welcome Back" at which M. Desjardins and his son Jessy spoke about Brigil's commitment to education and the quality of life in our region.

### Construction Report

Architectural plan consultations with staff were held in June and August. As a result, the plans were finalized and the public tenders for the construction work were finalized. The construction will begin mid-November, with an anticipated completion date of fall 2016.

### Continuing Education

The College prepared a balanced continuing education service budget for 2015-2016. All College services worked together to ensure the viability of the service, and are continuing to analyze our offerings, both credit and non-credit, to keep them current and attractive to potential students. The College offered two intensive French second language programs, in partnership with Emploi-Québec, at both the Gatineau and Campbell's Bay campuses. We ran two AECs in Gatineau: "Microsoft Network and Security Administrator" and "Bilingual Office Administration."

### English College Steering Committee

On August 10 and 11, the College hosted the Director Generals and Academic Deans from the five English language Cégeps and two English language private colleges. It was a first opportunity for most to see our beautiful campus and

visit the region. A dinner and reception were held at the Wakefield Mill Inn. At the annual meeting, many common issues were discussed such as the ECQ financing of projects, relations with the Ministry of Education, and the challenges of college financing in the current context.

### Conseil supérieur de l'éducation

Le Conseil has published a report for the Québec government making several recommendations concerning Cégep level programming. In particular, they recommended that colleges offer new types of specialized diplomas and the ability to offer technical degrees, as they do in Ontario. In addition, they called on universities and colleges to work together to offer more DEC-BAC programs and they called on the Ministry to offer colleges more autonomy (and the requisite financing) to make local programming decisions.

### ME to WE

The College signed a Memorandum of Understanding with the ME to WE organization, known for its humanitarian work in developing countries. This "social enterprise" was founded in 1999 by young Canadians Craig and Marc Kielburger. The organization will be recruiting interested students at Heritage to adopt a village in India and to work there for two weeks during the 2016-2017 Christmas vacation

## SEPTEMBER

### Heritage College Foundation

Over 70 people attended the Alumni and Ambassador's cocktail, held in the Agora on September 30. This was a first Cégep Heritage College Alumni event which was attended by alumni, students, employees (current and former) and a variety of ambassadors from the community. Alumni mem-



bers had the opportunity to get together and record video testimonials of their fond memories and unique learning experience at Heritage.

## OCTOBER

### Construction Report

The architectural plans for the College expansion were finalized, and the public tenders for the contractor were prepared and posted to the Ministry website. The expansion project received approval from Gatineau Municipal Council on Oct 20.

## NOVEMBER

### Remembrance Day

As is tradition, the College hosted a Remembrance Day ceremony, November 11 at noon in the Agora. It was well attended by both staff and students. There were four members of the Regiment de Hull present, along with a bagpiper, and members of the Student Association recited "In Flanders Fields" and "The Prayer of Remembrance." "The Last Post" was played, followed by two minutes of silence and the ceremony concluded with the signing of "O Canada".

## DECEMBER

### Construction Report

On December 10, we held the official sod-turning ceremony, attended by MNA Maryse Gaudreault and several other local politicians. Speeches were made in the Agora and pictures were taken with an official "première pelletée de terre." The actual excavation began on Dec. 2. The project will be completed by early fall 2016.

### Maclean's Magazine

There was a full page picture and adjacent article in the December issue of Maclean's Magazine special college edition on one of Heritage's faculty members: Mme Suzanne Larochelle.

Suzanne, a teacher in our nursing program, was interviewed about the English-French lexicon she wrote for nursing. It was great publicity for the College and very well deserved recognition for her hard work and vision.

### Syrian Refugees

The College offered to help in the effort. Two local agencies were contacted (« Action Parrainage Outaouais » and « l'Association des femmes immigrantes de l'Outaouais ») and a College fact sheet was prepared for the new citizens.

### Mrs. Jo Anne Werner

On December 23, Mrs. Jo Anne Werner, former Academic Dean at Cégep Heritage College, passed away. Jo Anne was a valued member of the College's Senior Management team from 2000 until her retirement in 2010. She was also the College's interim Academic Dean in winter, 2014. She will be remembered for her commitment to our students, her belief in innovative, quality education as well as her sense of humor and quick wit. She will be sadly missed by the entire Heritage Community.

### Pontiac Campus

On December 17, the College hosted a Christmas luncheon for staff and students at our Campbell's Bay campus. Pontiac MNA André Fortin attended as did the Mayor of Campbell's Bay, Bill Stewart. Journalists from the Pontiac Journal, The Equity, and CHIP radio were also in attendance.

## JANUARY

### Heritage College Foundation

The new Foundation Chair, Mr. Marcel Proulx, made a presentation to College employees at "Welcome Back" on January 12 and provided an update on foundation activities. We now have \$560,000 in pledged commitments over five

years. The Foundation's Family Advisory Committee was present, spoke and introduced its members.

### Construction Report

The construction project was proceeding on time. The foundation of the new wing was completed and the metal structure was raised at the beginning of February. The foundation of the sports wing addition was being built. Staff were being consulted to determine the best way to orchestrate the internal renovations in the spring and summer in order to reduce the impact on College activities.

### Société de Transport de l'Outaouais

A first meeting of the STO-Heritage Liaison committee was held on January 11 with two representatives of the STO (including Board member Kathleen Barrette) a student association representative, and two members of staff. The committee will explore avenues to improve bus transit service for all College users from the standpoint of user fees and service provided. An analysis of student usage of bus service was presented by the STO.

### Open House

On Sunday January 31, the College held its annual Open House. Although attendance was down from last year (about 150 visitors), we still consider the event to have been a success. Of note were the number of French speaking visitors from our local francophone high schools. Our programs and services were very well represented and we wish to thank all those who gave of their time and energy to promote the College and to Sandra Ricci for organizing the event.

## FEBRUARY

### Nos Héros de la persévérance scolaire

On February 16 at noon in the Agora, a ceremony was held to honour our two "héros de la persévérance".



ance scolaire:” Mr Larry Green (parent, alumnus and member of the College Foundation Board) and Mme Josée Beaudry (College counsellor and academic advisor to our AccessAbility students). M. Marcel Proulx, Chair of the College Foundation was present as was M. Georges Émond, President of Laiterie Outaouais, who graciously provided refreshments.

### **Société de Transport de l’Outaouais**

The College proceeded with a Heritage student survey in order for the STO to get a profile of our students’ perceptions of local public transit service. Over 1000 students completed the survey and preliminary results demonstrated that two of the major concerns center on the frequency of bus service and the length of travel times.

### **Strategic Plan Final Evaluation**

Work began on the final evaluation of the 2010-2016 Strategic Plan. An ad hoc evaluation committee was struck by the Board of Governors in September. The Final 2010-2016 Strategic Plan Evaluation Report was written in collaboration with the Academic Dean and with input from Student Services. In addition, the report was connected to work being done on the CEEC quality assurance framework. The College polled internal and external stakeholders as part of the evaluation, including Board members.

## **MARCH**

### **Observatoire du développement de l’Outaouais**

On March 2, the Recteur of UQO (Denis Harrisson) paid the College a visit to solicit our support for an initiative being launched by the University and the City of Gatineau. This project represents a resource for the Outaouais region that will allow partnership organizations access to a space for sharing information, research and knowledge from multiple sources in order to analyze the economic, social, environmental, cultural identity of the region. It would also serve as an incubator for partnerships and facilitate further research.

## **APRIL**

### **Heritage College Foundation**

Mr. James Shea was named to the Foundation Board and is now official liaison to the Board of Governors. Perseverance Bursaries were given to 14 students at the April 28, 2016 Awards Evening in amounts ranging from \$200 to \$2000 each. Four of these were given to students from the Pontiac.

The College and its Foundation hosted an event at the Campbell’s Bay campus where two bursaries were awarded in person to successful recipients. The College in collaboration with the Foundation held seven Hotel & Restaurant Management lunches in Bistro Heritage, prepared and served by students. This was a wonderful opportunity to build community, business and media relations while promoting the College and its Foundation.

### **Campbell’s Bay BBQ**

On Wed. April 27, we hosted a BBQ at our Campbell’s Bay Campus for students and staff. 45 people attended, including six local mayors, employees from the local Emploi-Québec office and the SADC as well three media representatives, representatives from our local MNA and Federal MP, and two members of our own Board of Governors: Vice-Chair Gail Sullivan and Foundation liaison James Shea. Two Pontiac campus students received bursaries from the Foundation at the event, which The Pontiac Equity covered on the front page of their May 4th edition.

## **JUNE**

### **Heritage College Foundation**

In an effort to reunite with alumni, a special e-mail invitation was sent inviting them to take

part in the cocktail portion of the staff recognition evening on June 8. It meant a great deal to those who were present as some of the retirees were instrumental in their lives.

### **Spartan Race**

Spartan Race for the Foundation was held on June 18, 19. Mr. William Amos, Member of Parliament (Pontiac) accepted to be honorary chair and active participant in the race. Mr. Greg Fergus, also Member of Parliament (Gatineau-Hull) as well as Mr. Mike Duggan, Gatineau City Counselor also raced for Heritage. Over 30 racers including students and staff participated, along with numerous volunteers. This event is another example of how the Foundation has helped build bridges with the community.

### **Pontiac Nursing Cohort**

Eight nursing students finished their DEC program in Shawville. Thanks to Board Vice-Chair Gail Sullivan and Board member Gail Ryan for working together to ensure that the new regional health board (CISSSO) respects their commitment to hire the cohort, both before and after they successfully complete their OIIQ exam. After the students received their professional accreditation, they were hired at the Shawville hospital in the general care unit.

### **Staff Recognition Evening**

On June 8, the College hosted 101 guests for the annual Staff Recognition Evening. Five retirees (Bijoy Bora, Stan Cain, Marie Déziel, Jeannine Lafrenière, Judith Lamarche), and Michel Héту (25 years of service) were celebrated. Families, friends, staff and alumni were all in attendance.

## 2015-2016 COLLEGE LIFE HIGHLIGHTS

**SEPTEMBER** - On September 9th, students from the Hotel and Restaurant Management program participated in the “Rentrée solennelle des tribunaux de l’Outaouais”, an annual event held at the Provincial Courthouse on Laurier Street in Gatineau. The event highlights the fall and winter/spring sessions of the judicial workings for the region.

The Heritage Heroines and Heroes team participated in the Ovarian Cancer Walk of Hope on Sunday, September 13, 2015 in memory of three very special women from the Heritage community: Ginette Dubois, who was the assistant to the former Director General; Helen Smyth, who was a NewMedia & Publication Design Professor, and Kim Tysick, who was our former Academic Dean. They all lost their battle with ovarian cancer, a disease that is difficult to diagnose until late stages.

### Parent Information Night

On September 22, parents were invited to meet the College’s Board Chair, Director General, Academic Dean and Director of Student Services. They were informed about life and learning at Cégep Heritage College and about the College’s priorities for the 2015-2016 academic year.

**OCTOBER** - The Guatemala Project under the coordination of Cathy Dufour, Karen Morris, Laura Massie and Jutta Kurtz is this year’s award recipient for the Education category from the Regional Association of West Quebecers. This award recognizes the substantial contribution to the development and enhancement of education within our local volunteer sector.

In a season of firsts, the Heritage College mens’ rugby team was very proud to finish with second place following an incredible 2015 season. The Hurricanes won four straight games, including a first-ever elimination-game victory over perennial finalist Dawson College, to earn their inaugural visit to the RSEQ championship game.

**NOVEMBER** - Heritage participated in the November event for the fourth year to raise money for prostate cancer research.

The 2015 Co-op Celebration was held on Wednesday, November 4th in the auditorium. Bradley Walsh and Gabrielle Doucette-Poirier (co-op student of the year award recipients), and Chloé Barrette-Labonté and Fannie Tremblay (international co-op in Spain and Mexico respectively) talked about their unique experience while on co-op last summer.

**JANUARY** – The second-year Hotel and Restaurant Management students conducted their internship at the luxurious Five Star, Fairmont Le Manoir Richelieu, in Charlevoix, Quebec, January 3 to 14.

With 405 guest rooms, 4 restaurants, many on-site facilities and multiple departments, Fairmont Le Manoir Richelieu offers an excellent setting for a comprehensive training experience. This allowed students to apply their acquired knowledge in diverse areas of the business while honing teamwork, time-management and communication skills.

Heritage students fulfilled roles such as Guest Services Agent, Housekeeping Attendant, Housekeeping Supervisor, Restaurant Server, Bartender and Cook.

**FEBRUARY** - On February 16, Cégep Heritage College joined School Perseverance Days activities by honouring two perseverance superheroes. The goal of this event was to actively encourage the community to support our students, to prevent them from dropping out of school and to convince them of the advantage of obtaining a diploma or qualification. Certificate of perseverance superheroes were awarded to Josée Beaudry and Larry Greene.





Cégep Heritage College held its Indigenous Culture Awareness activities on February 23 to celebrate the many Indigenous cultures in Canada. A teepee was erected in the College Agora. Bannock and jam were served and students were invited to make a dream catcher. Activities were organized in cooperation with the Cégep Heritage College Aboriginal Education Council. Many of the College's indigenous students are involved in the events.

Cégep Heritage College Employment Equity Committee Cégep Heritage College celebrated the 20th anniversary of Black History month on February 23.

The College welcomed over 340 high school students during Heritage Day on February 11.

Two students from the Accounting and Management Technology (A&MT) program and three students from the Hotel and Restaurant Management (H&RM) program will participate in an international co-op this summer for 3 months!

- Patrick Elder, A&MT student will do his co-op as Marketing and Community Manager for the UK at LionsHome UG in... Berlin, Germany!



- Ashley Rivet, A&MT student will do her co-op as a Finance and Accounting Intern at the Hilton Paris Opera.... in Paris, France!
- Brooklyn Dagenais, H&RM student will do her co-op as a Front Office Agent at the Hotel Bahia Principe resort in... Riviera Maya, Mexico!
- Stacy Duquette Larouche, H&RM student will do her co-op as a Front Office Agent at Madame Vacances resorts in... Provence near Marseille, France!
- And, Ham Pham, H&RM student will do her co-op as a Hostess/Waiter at the Hotel Bahia Principe resort in... Riviera Maya, Mexico!

**APRIL** - On Tuesday, April 19th, Cégep Heritage College welcomed special guest speaker, Mr. Alex Neve, Secretary General of Amnesty International Canada. Following Mr. Neve presentation, a Poster Symposium was held showcasing Social Science graduating students' work towards their program exit assessment. This was a very successful Social Science Evening. We are proud of our students for doing such a wonderful job of preparing their posters and speaking about the topics that have interested them.

On April 28, Cégep Heritage College Foundation presented a total of 14 bursaries and the College awarded 54 meritorious recognitions during the Annual Award Evening held on April 28th. Many guests and students attended the evening which aims at rewarding students who have distinguished themselves during the academic year. The various recognitions acknowledged student achievements in socio cultural activities (1 category), academic performance (16 categories) and sports (8 categories).

On April 13, 14, 15 and 16, the Bacchus Players (Cégep Heritage College Drama Club) presented three selections from Mark Ravenhill's Shoot/Get Treasure/Repeat, an epic cycle of sixteen plays exploring the personal and political effects of war and terrorism on modern life. The play explores the difficult theme of terrorism, its causes and our reactions to it. In order to simulate an uncomfortable environment, the staging broke down the theatre's "fourth wall". The plays that make up Shoot/Get Treasure/Repeat began life at the 2007 Edinburgh Fringe Festival, winning a Fringe First award, and the Jack Tinker Spirit of the Fringe award. They form a collage of very different scenes, with each taking its title from a classic work. The play was produced by Nick Strachan.



The winter 2015 science contest was organized by the chemistry team from the science department. On April 21, twelve participants were challenged by questions on fun facts and information about periodic table elements and common chemicals! The questions ranged from functions of elements in human body to applications and usages in everyday life.

In April of 2016 a group of six third year Tourism students and two teachers went on a nine-day trip to Costa Rica. The goal of the trip was to analyze the tourism potential throughout the country by visiting various cities and identify the best ways to promote Costa Rica in the Canadian market. To prepare for the trip, the students worked together constructing a package, which became their itinerary and working tool. While in Costa Rica, the students explored eight regions; Cartago, Golfito, Puerto Jimenez, Quepos, Manuel Antonio, Monteverde, La Fortuna, and San Jose. Over the course of their stay, the students used the skills they learned in the classroom. The trip allowed the students to use their training to guide a group, plan a package, use guest services skills, etc. Despite the ups and downs, the students grew as individuals and gained an unforgettable experience.

The Program Showcases celebrating student success were held on April 28 for the following programs: Accounting and Management Technology, Computer Science, Early Childhood Care and Education, Electronics and Information Technology, Liberal Arts, New Media and Publication Design, Nursing, Science and Visual Arts.

**MAY** - Cégep Heritage College annual art show, which has been around for over thirty years, showcasing student art work from the Visual Arts Program was held on May 3-8. Student submit their art work to the exhibition prior to the hanging of the show, in order for the Visual art program teachers to judge the incoming work. Not all work that is entered is included in the show,

and is accepted based on exhibition worthiness: is the piece finished, does it address exceptional principles and elements of design in composition, and is it presentable and neat. This year approximately 21 students from the two year program participated in the exhibition.

On May 19, 2016, at a Press Conference, Marcel Proulx, Chair of the Cégep Heritage College Foundation announced that Mr. William Amos, Member of Parliament for the riding of Pontiac, has joined the Heritage College Spartan Race Team as Honorary Chair and active participant in the 5K fundraising event on June 18-19, 2016. Mr. Amos will lead Team Heritage along with students, employees, family and friends in their quest to raise funds for the Foundation. Both Mike Duggan, Gatineau City Counselor for Lucerne/Aylmer and Greg Fergus, Member of Parliament for Hull-Aylmer, have accepted the Heritage Spartan challenge. Representatives from Desjardins (Caisse Desjardins des Collines-de-l'Outaouais), esteemed partners of the Foundation's Campaign, will also be racing.

**JUNE** - Every year, the Association Québécoise de pédagogie collégiale (AQPC) acknowledges faculty members for their contributions to the advancement and improvement of the teaching field. This recognition promotes the professional identity of CÉGEP teachers, and it also provides an all-too rare opportunity to publicly recognize their devotion and competence. This province-wide tribute carries a great deal of prestige. Cégep Heritage College recipient for this award is Julie Avon, Physics, Science Program.

Julie has been a dedicated CEGEP professor for 31 years. Julie's teaching methods have continuously evolved as she always strives to improve student understanding and success and maintain the highest quality of education and integrity possible. Julie sets very high standards for herself, and high but attainable standards for students. In striving to maintain current in the field of Physics and the

teaching of the subject, she has applied to, and been accepted to attend prestigious workshops/conferences for teachers at CERN (Geneva, Switzerland), Perimeter Institute for Theoretical Physics (Waterloo, ON) and The Institute for Quantum Computing (Waterloo, ON).

In recognition of the contribution and dedication of Cégep Heritage College employees, Heritage held the 29th annual Heritage Employee Recognition Evening on Thursday June 8th, 2016.

Retiring this year: Bjoy Bora, Marie Déziel, Jeanne Lafrenière, Judith Lamarche, Van Trinh and Stan Cain Celebrating 25 years of service: Michel Hétu Celebrating 15 years of service: Sarah Thrasher



## STUDENT GRADUATION AWARDS



### **Margot Maclaren**

- Academic Achievement Award For Liberal Arts
- Hugh Pomeroy Memorial Award
- William Young Environment Protection Scholarship
- The Barbara Chase/Terrence Keough Essay Writing Award
- Lawrence Kolesar Award
- Imprimerie Grégoire English Achievement Award







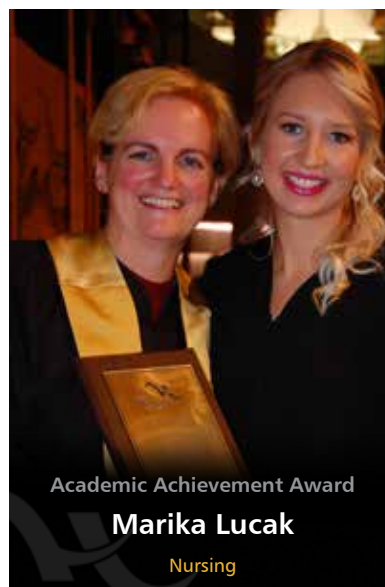
Jean Dufresne Memorial Award

**Desiree Tolley**



Deanna Wilson Hughes  
Memorial Award

**Amber Smith**



Academic Achievement Award

**Marika Lucak**

Nursing



Academic Achievement Award

**Mairi Eleanor Watson**

Newmedia & Publication Design



Academic Achievement Award

**Meghna Joshi**

French – Intermediate



Academic Achievement Award

**Georgia Goulinopoulos**

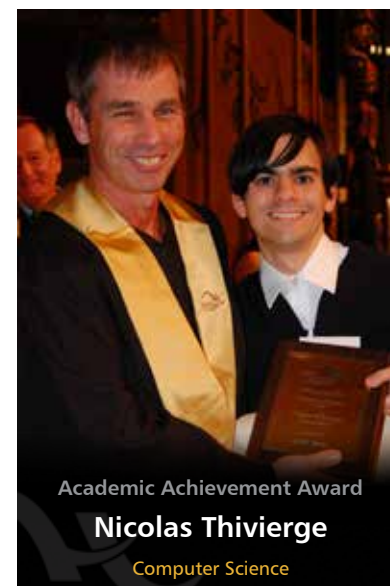
Early Childhood Care & Education



Academic Achievement Award

**Nicolas Thivierge**

Humanities



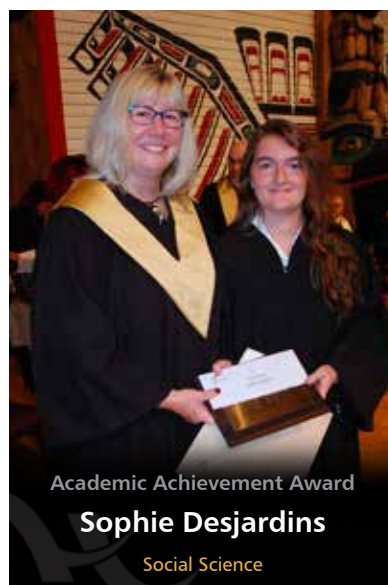
Academic Achievement Award

**Nicolas Thivierge**

Computer Science



- **Noemie Grondin** - Academic Achievement Award For Tourism
- **Leah Mathieu-Monger** - Academic Achievement Award For Visual Arts
- **Mara Hristoforov** - Academic Achievement Award For Social Science (Commerce)
- **Leanne Weller** - Academic Achievement Award For Science
- **Monika Tochkova** - Academic Achievement Award For Mathematics
- **Thomas Hubbell** - Academic Achievement Award For Physical Education



# HERITAGE COLLEGE 2016 AWARDS NIGHT RECIPIENTS

## PRE-UNIVERSITY PROGRAMS

### **Liberal Arts**

- Odessa Fontenelle

### **Visual Arts**

- Salem Preusser

### **Science**

- Meng Zhu Shi

### **Social Science**

- Valérie Laflamme

### **Social Science – Math Profile**

- Sara Zavodnik

### **Social Science – Commerce Profile**

- Stephanie Milks

## CAREER PROGRAMS

### **Accounting and Management Technology**

- Lawrence Kater

### **Computer Science**

- Cody Bérubé

### **Early Childhood Care & Education**

- Yumin Pan

### **Electronics & Information Technology**

- Jean-Sébastien Pivin

### **New Media & Publication Design**

- Hunter Dewache
- Alana Hennessy

### **Nursing**

- Rock Labelle

### **Tourism**

- Alysha Forcier

### **Hotel and Restaurant Management**

- Stacy Duquette Larouche

### **Lieutenant Governor's Medal**

- Gabrielle Doucet-Poirier
- Bradley Walsh

### **Peer Tutors**

- Kevin Gasore
- Johann Graham
- Max Mehta
- Moana Mudekereza
- Marie-Pierre Nantel
- Nicholas Pinkerton
- Monika Tochkova
- Leanne Weller
- Annie Yang Denisa
- Coconetu
- Jad Hajj
- Justen Mills
- Sarah Gabad
- Geneviève Hoffman
- Alexie Kim
- Eva van Blokland
- Amy Lynn Clark
- Dax-Roxette Turpin

### **Science Volunteer Award**

- Kevin Gasore

### **Student Volunteer Award**

- Michael Donnelly

## HOTEL AND RESTAURANT MANAGEMENT RECOGNITION

### **Regroupement des Hôteliers de l'Outaouais Bursary**

- Stacy Duquette Larouche

## STUDENT ASSOCIATION

### **Student Association Executive**

- Vladyslav Gudz
- Alexandre Giles
- Anda Costea
- Anthony Rankin
- Jeremy Audet
- Margot Maclaren
- Annie Yang

### **Student Association Volunteer Awards**

- Emma Brayley
- Cassandra Johnson-Desnoyers

## SPORTS

### **Alliance Sport Etudes**

- Alexandra Dempster
- Jan-Ma Létinois
- Jonah Hurtubise
- Aaron Brisebois-McGuire
- Nicholas Snow
- Katherine Markhauser
- Sam Kennelly
- Tess Peterman
- Laurent Currer-Briggs



- Justin Mallory
- Alexandre Leclerc
- Nilan McIntosh-Coffey
- Nicholas Pigeon
- Leanne Weller

#### **Sport Etudes Scholarship**

- Leanne Weller

#### **Women's Basketball**

- Most Valuable Players: Ashley Proulx
- Rookie of the Year: Azzy Hughes
- Coaches Award: Laura Agla

#### **Men's Basketball**

- Most Valuable Player: Tevaughn Anderson
- Most Improved Player: Jonathan Blair
- Rookie of the Year: Hirwa-Joachim Murere

#### **Women's Rugby**

- Most Valuable Player: Laura Agla
- Most Improved Player: Ashley Lausas
- Rookie of the year: Jan-Ma Letinois
- Coach's Awards: Alana Hennessy

#### **Men's Rugby**

- Most Valuable Player: Fabio Moniz
- Most Improved Player: James MacDonald Ducharme
- Rookie of the Year: Brae Walker
- Coach's Award: Nick Jones

#### **Men's Soccer**

- Most Valuable Player: Mika Rogers

- Most Improved Player: Jordi Wilson
- Rookie of the Year: Neal Fahey

#### **Athletic Academic Merit**

- Johann Graham
- Mika Rogers
- Alana Hennessy
- Nicholas Pinkerton
- Ye Fang Kuang
- Sonia Hassan-Legault
- Patrick Holmes
- James Mac Donald-Ducharme
- Sarah Gauthier
- Mackenzie Dunlop

#### **Female and Male Intramural of the Year**

- Intramural Male Athlete of the Year Award: Michael Daaboul
- Intramural Female Athlete of the Year Award: Brianne O'Gallagher-Roy

#### **The Female and Male Athlete of the Year Award**

- Female Athlete of the Year Award: Laura Agla
- Male Athlete of the Year Award: Fabio Moniz

## LIEUTENANT GOVERNOR'S YOUTH MEDAL

During a ceremony held on April 16 in Gatineau, two students of Cégep Heritage College received the Lieutenant-Governor's Medal for Youth from the hands of the Honorable J. Michel Doyon. This award recognizes personal academic achievement and tangible involvement in the community.

Congratulations to recipients Bradley Walsh and Gabrielle Doucet-Poirier, both from the Electronics and Information Technology Program.



Bradley Walsh is a great candidate for the Lieutenant Governor's Medal. He has participated in volunteer work with his community's football team, high school and work place for the past four years, while maintaining excellent grades in College.

He has volunteered for his local football team, the Gatineau Vikings. During this time, he has coached five groups totaling over 100 players. While he predominately coached players aged 13-14, he also had the pleasure of coaching players aged 8-10 during the spring league season. For many, this was their first experience playing football. His continued encouragement and leadership lead to the highest re-registration of any coach that year.

In 2014, Bradley won the Gatineau Vikings Bursary, an award handed out to an ex-player who showed continued dedication to the team and the community.

When he graduated high school in 2013, he was awarded the David Bates Scholarship Award. This is the most prestigious award handed out by the school and recognises the "Academic achievement and contribution to student life at Philemon Wright High School." During his time at Philemon Wright, he volunteered approximately 12 hours a week to build the set for the school musical in addition to being a member of the cast. He also had a positive influence on school life by being a model student and maintaining an excellent relationship with all his teachers. In the words of the school's Principal, Mr. T. Kharyati, "Brad possesses all the qualities of a model student, player, and most importantly, a great person."

Most recently, he was recognised as the Co-op Student of the Year for his summer 2015 co-op at The Department of Canadian Heritage. Since then, his Manager has requested that he continue his employment as a part of their team.

His dedication, leadership and drive to succeed are qualities that are representative of a recipient of the Lieutenant Governor's Medal.



Gabrielle Doucette-Poirier is an excellent candidate for the Lieutenant Governor's Youth Medal. She is an outstanding student, here at Heritage College, studying in the Electronics and Information Technology (EIT) department.

She excels in all her classes, having maintained a place on the Honour Roll for the last 5 semesters. This past semester, Gabrielle was awarded the Helen Smyth Memorial Co-Op of the Year Award for the second time. The Helen Smyth Award honours a student's contribution and professionalism while on co-op.

She was working at the Department of National Defense's Quality Engineering Test Establishment (QETE). The department was so impressed with her work that they offered her a position following CE-GEP studies, but her career plans are to continue on to university in electrical or computer engineering.

Not only is she an exceptional student, she works tirelessly within her community. While at Heritage College, Gabrielle has contributed her time, without hesitation, for every open-house, job fair, or promotional presentation that the school has hosted since her arrival at the school. She makes an excellent spokesperson for the school and for the EIT program.

Outside the academic community, her efforts are even more impressive. She volunteers regularly with the local chapter of the Society for Prevention of Cruelty to Animals (SPCA), helping to rehabilitate reptiles, birds and kittens. The majority of her free time is spent volunteering at the Centre Alimentaire Aylmer Food Centre, which is not her hometown, but is the closest place where such a service is offered to the community.

Finally, she is an excellent musician. She is active with the Conservatoire de Musique de Quebec, playing 3rd trumpet for that organization's Jazz Ensemble.

Gabrielle Doucette-Poirier is an inspirational young woman and the College can think of no better candidate for the Lieutenant Governor's Youth Medal. She excels in her studies at Cégep Heritage College, where she is extremely active within her school and department. Her future is bright, as she plans on furthering her education at university once she has completed her Diplôme d'études collégiales (DEC). Her community, and those surrounding it, are stronger because of her numerous hours of volunteer work at animal shelters and food centres. If every community had someone like Gabrielle Doucette-Poirier, the world would be a much better place.



# ETHICS AND PROFESSIONAL CONDUCT OF BOARD ADMINISTRATORS

Heritage College Bylaw #6 came into force on January 1, 1998

## PREAMBLE

The present ethics and professional conduct regulations are adopted by virtue of the Act to amend the Act respecting the Ministère du Conseil exécutif and other legislative provisions as regards standards of ethics and professional conduct. These measures complete the ethics and professional conduct regulations already provided for in articles 321 to 330 of the Québec Civil Code and in articles 12 and 20 of the General and Vocational Colleges Act. The legislative provisions of a public nature, in particular articles 12 and 20 of the General and Vocational Colleges Act prevail, in case of conflict, over the provisions of the present bylaw.

## ARTICLE 1—PURPOSE

The purpose of the present bylaw is to establish certain standards of ethics and professional conduct applicable to Board administrators of the College, with a view to:

- ensuring public trust in the integrity, impartiality and transparency of the Board of Governors of the College, and
- allowing Board administrators to carry out their mandates and to perform their duties with trust, independence and objectivity for the best achievement of the College mission.

## ARTICLE 2—APPLICATION

The present bylaw applies to all Board administrators of Heritage College.

## ARTICLE 3—PROVISIONS

### 3.1 COVERAGE

Each Board administrator is subject to the regulations of the present bylaw. Moreover, the person who ceases to be a Board administrator is subject to the regulations stipulated in article 4.2 of the present bylaw.

### 3.2 DUTIES OF BOARD ADMINISTRATORS

A Board administrator shall carry out the duties of office with independence, integrity and reliability to the best interest of the College and the achievement of its mission. A Board administrator shall act with caution, conscientiousness, honesty, loyalty and consistency as would any reasonable and responsible person in such circumstances.

### 3.3 REMUNERATION OF BOARD ADMINISTRATORS

A Board administrator is not entitled to any remuneration for the performance of the duties of office. A Board administrator also may not receive any other remuneration from the College, except for the reimbursement of certain expenses authorized by the Board of Governors.

This provision does not have the effect of preventing Board administrator members of staff from receiving the salary and other benefits provided for in their contracts of employment.

### 3.4 REGULATIONS REGARDING CONFLICTS OF INTEREST

#### 3.4.1 SITUATIONS OF CONFLICTS OF INTEREST FOR BOARD ADMINISTRATORS

A situation of conflict of interests is considered to be any real, perceived or potential situation, which is objectively of a nature to compromise, or susceptible of compromising, the independence and the impartiality necessary in the performance of the duties of Board administrator, or on the occasion when a Board administrator uses, or seeks to use, the attributes of the duties of office to take unwarranted advantage or to provide a third person with such unwarranted advantage.

Without restriction to the scope of this definition and only by way of illustration, the following are, or may be considered, situations of conflicts of interest:

- a) a situation in which a Board administrator has a direct or indirect interest in the deliberations of the Board of Governors;
- b) a situation in which a Board administrator has a direct or indirect interest in a contract, or a contract being drafted, with the College;
- c) a situation in which a Board administrator directly or indirectly obtains, or is on the verge of obtaining, a personal or professional advantage resulting from a decision of the College;
- d) a situation in which a Board administrator accepts a gift or some advantage from an individual or a firm which deals with, or wishes to deal with, the College, other than customary gifts of minimal value.

### 3.4.2 SITUATIONS OF CONFLICTS OF INTEREST FOR BOARD ADMINISTRATOR MEMBERS OF STAFF

In addition to the regulations established in article 3.4.1 of the present bylaw, the Board administrator member of staff is in a situation of conflicts of interest in the cases described in articles 12 and 20.1 of the General and Vocational Colleges Act {Ref. Doc. #B6.1}.

### 3.4.3 DISCLOSURE OF INTERESTS

Within thirty (30) days following the coming into force of the present bylaw or within thirty (30) days of assuming the duties of office, each Board administrator must fill out and submit to the Professional Conduct Consultant a declaration of interests which said Board administrator, to that individual's knowledge, has in any entity doing business or having done business with the College and disclose, if need be, any real, potential or apparent situation of conflict of interest which may be of concern.

This declaration must be reviewed and updated at the beginning of every calendar year by each Board administrator, who is obliged to complete and return to the Professional Conduct Consultant the form designated for this purpose.

In addition to this declaration of interests, the Board administrator must disclose any situation of conflict of interests in the manner and in the cases described in the first paragraph of article 12 of the General and Vocational Colleges Act.

### 3.4.4 PROHIBITIONS

In addition to the prohibitions for situations of conflicts of interests described in articles 12 and 20 of the General and Vocational Colleges Act, a Board administrator who is in a situation of conflict of interests with respect to an item discussed at the Board of Governors has the obligation to leave the Board meeting to allow the deliberations and the vote to take place in said Board administrator's absence and in the strictest confidentiality.

## ARTICLE 4—ROLES AND RESPONSIBILITIES

### 4.1 BOARD ADMINISTRATORS

A Board administrator shall, in the performance of the duties of office:

- conform to the obligations imposed by law, by the constituting act of the College, or by its bylaws, and act within the limits of the powers of the College;
- avoid situations of conflict where personal interest and the interest of the group or of the person who has elected or named the Board administrator would be in conflict with the obligations of that Board administrator's duties of office;
- act with moderation in any remarks, avoid undermining the reputation of others, and treat other Board administrators with respect;
- not use, for personal profit, or that of a third person, any property of the College;
- not disclose, for personal profit, or that of a third person, privileged or confidential information obtained by reason of the duties of office;

- not abuse the powers of office or unduly profit from the position of Board administrator to take personal advantage;
- not grant, solicit or accept, directly or indirectly, a favour or unwarranted advantage, for personal benefit or for the benefit of a third party;
- not accept any gift, token of hospitality or advantage other than the customary ones or those of minimal value.

### 4.2 INDIVIDUALS WHO CEASE TO BE BOARD ADMINISTRATORS

An individual who ceases to be a Board administrator shall, in the year following the end of that individual's mandate as Board administrator:

- not take unwarranted advantage of the former duties of office;
- not act in person or on behalf of others in relation to a procedure, a negotiation or any other operation to which the College is a party. This regulation does not apply to a former Board administrator member of staff of the College with respect to that individual's contract of employment;
- not use confidential or privileged information relating to the College for personal purposes, and not give advice based on information which is not available to the public.

### 4.3 BOARD CHAIR

The Board Chair is responsible for the good functioning of the meetings of the Board of Governors. The Board Chair must resolve any question

relating to the right to vote at a meeting of the Board. When a motion is tabled by the assembly, the Board Chair must, after having heard, if need be, the representations of the Board administrators, decide which members are eligible to deliberate and vote. The Board Chair has the power to request that a person abstain from voting and that a person leave the meeting room of the Board. The decision of the Board Chair is final.

#### 4.4 PROFESSIONAL CONDUCT CONSULTANT

The Secretary to the Board, or any other person named by the Board, acts as Professional Conduct Consultant. This Consultant is responsible for:

- informing the Board administrators as to the content and the modes of enforcement of the present bylaw;
- advising the Board administrators regarding ethics and professional conduct;
- inquiring promptly into alleged irregularities and reporting to the Board;
- publishing in the annual report of the College the information respecting the present bylaw, as required by the Act.

In accordance with the present bylaw, the Professional Conduct Consultant informs the Board of any complaint or any other situation of irregularity as well as the results of any investigation.

#### 4.5 DISCIPLINARY COMMITTEE

The Board, or a committee appointed by the Board to this end, sits as a Disciplinary Committee and decides on the validity of a complaint and on the appropriate penalty, if need be.

When a breach is alleged to have taken place, the Disciplinary Committee notifies the Board administrator in question of the alleged breach and that said Board administrator may, within 30 days and in writing, submit personal observations to the Disciplinary Committee and request to be heard by the latter relative to the alleged breach and the appropriate sanction.

In the case of an urgent situation requiring a quick intervention, or in the case of an alleged serious offence, be it an alleged breach of a standard of ethics or professional conduct or an alleged criminal or penal offence, a Board administrator may temporarily be released from the duties of office by the Board Chair.

The Disciplinary Committee, upon coming to the conclusion that a Board administrator has infringed against the Act or the present bylaw, imposes the appropriate disciplinary penalty. The possible penalties include reprimand, suspension or recommendation of dismissal from office.

#### ARTICLE 5—REVISION

The present bylaw will be reviewed and, if necessary, revised at least every five (5) years, or when deemed necessary by government requirements or by the Board.

#### BOARD

administrator: member of the Board of Governors of the College.

MEMBER OF STAFF: the two teachers, the non-

teaching professional and the support staff member, respectively elected by their peers as members of the Board of Governors of the College, as well as the Director General and the Academic Dean.

COLLEGE: Cégep Heritage College.

OFFICE: the office of Board administrator.

INTEREST: a right, title or legal share in something; participation in something because of responsibility, self-interest, advantage, benefit, liabilities or the like, present or future.

Declaration for 2015-2016

During 2015-2016, the professional conduct consultant charged with the application of the Code of Ethics and Professional Conduct for the Board of Governors did not receive any complaints or reports of irregularities.





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