



# St. Lawrence

CEGEP CHAMPLAIN

## MINUTES

### Regular meeting of the Governing Board

held on December 2, 2025, at 5:00 pm  
at CEGEP Champlain- St. Lawrence room 242 (Boardroom)

#### Sitting members present

H. Adra	Student Representative
R. Aina	Parent Representative
E. Berryman	Director of the Constituent College and Director of Studies
C. Collette	Student Representative
M. Dussault	Government Appointee, Socio-Economic sector
N. Gagné	Professional Representative
S. Mellouli	Government Appointee, University sector
A. Mendoza	Parent Representative
C. Nadeau	Support Staff Representative
F. Séguin	Faculty Representative
M. Vigneault	Government Appointee, Socio-Economic sector

#### Sitting member excused

J.-F. Champoux	Government Appointee, <i>Conseil régional des partenaires du marché du travail de la Capitale</i>
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#### Sitting member absent

L. Birch	Faculty Representative
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#### Invitee

J. Ruel	Institutional Development Counsellor
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**Quorum attained with 11 of 13 sitting members present.**

## 1. Opening remarks and confirmation of the quorum

Everybody was welcomed, and new members were introduced. Quorum was confirmed at 11 of 13 sitting members. The meeting was called to order.

## 2. Adoption of the agenda

Two items were added under Varia. It was moved to adopt the agenda as modified.

MOVED BY            F. Séguin  
SECONDED BY        N. Gagné

There was no call for the vote.

### THE MOTION CARRIED

#### Agenda

1. Opening remarks and confirmation of the quorum	M. Vigneault	1 min
2. Approval of the agenda	M. Vigneault	1 min
3. Approval of the previous minutes and business arising	M. Vigneault	15 min
3.1 Regular meeting, October 7, 2025		
3.2 Letter from the Chair of the Board of Governors		
4. Internal Business of the Governing Board		
4.1 Declaration of conflict of interest	M. Vigneault	1 min
4.2 Remarks on the evaluation of the previous regular meeting	M. Vigneault	5 min
4.3 Update on Board membership	E. Berryman	2 min
5. Question period from the public		15 min
6. New business		
6.1 Resolution: Adoption of the revised Administration and Management Technology program (Business program)	E. Berryman	10 min
6.2 Resolution: Adoption of the 2026-2027 Academic Calendar	E. Berryman	10 min
6.3 Resolution: Modification of Bylaw 6: 2026-2027 Auxiliary Fees	E. Berryman	5 min
6.4 Resolution: Adoption of the Institutional Policy on Students' Appeals and Complaints (IPSAC)	E. Berryman	10 min
6.5 Resolution: Adoption of the revised Institutional Policy on the Evaluation of Student Achievement (withdrawal of appendix 1: Appeals and Complaints Non-Related to Evaluation of Students' Achievement)	E. Berryman	5 min
7. Information and consultation		

7.1 St. Lawrence's Development Goals: 2025-2026 Action Plan	E. Berryman	10 min
7.2 CEEC	E. Berryman	5 min
8. Varia		
8.1 Continuing Education		
8.2 Initiasciences		
9. Adjournment		

### 3. Approval of the previous minutes and business arising

#### 3.1. Regular meeting, October 7, 2025

It was proposed to adopt the minutes.

MOVED BY            C. Nadeau  
SECONDED BY       R. Aina

There was no call for the vote.

#### THE MOTION CARRIED

The minutes were adopted unanimously.

The following points were discussed under Business arising:

- **Financial results:** The audited financial results were audited and approved.
- **Resolutions on surplus access:** The two resolutions previously adopted regarding access to the surplus for the preparation of capital budgets (LAW-2025-25) and for unforeseen capital expenses (LAW-2025-26) were not presented at the last two meetings of the Board of Governors, despite the Governing Board's Chair's request that they be included on the agenda. The Chair asked the Director of Constituent College (DCC) to inform the Governing Board of the consequences of not passing these resolutions. The DCC reported that this situation will make it impossible to proceed with the projects planned for the summer 2026. The Chair will follow up with the Chair of the Board of Governors to determine why the resolutions were not placed on the agenda, first by email and, if the answer is deemed unsatisfactory, through a formal letter prior to the next Governing Board's meeting.

#### 3.2. Letter from the Chair of the Board of Governors

A formal written response, signed by the Chair of the Board of Governors, was received in reply to the Governing Board's letter raising questions about the situation at Administrative Services in Sherbrooke. The response indicated that the Director General would meet with staff in the three constituent colleges to address the questions raised.

A visit subsequently took place, moderated by an external facilitator, during which various topics were discussed.

The President of the Board of Governors recommended that, in the future, questions be directed through the Director General rather than through the Board of Governors, which he considers the appropriate channel.

The formal response will be circulated to Governing Board members.

#### **4. Internal business of the Governing Board**

##### **4.1. Declaration of conflict of interest**

The Chair asked if there was any conflict of interest. None was reported.

##### **4.2. Remarks on the evaluation of the previous regular meeting**

The Chair commented on the results of the self-evaluation and meeting surveys, noting that overall participation was good.

##### **4.3. Update on Board membership**

There has been no development since the last meeting.

#### **5. Question period from the public**

No questions were raised by the public.

#### **6. New business**

##### **6.1. Resolution: Adoption of the revised Administration and Management Technology program (Business program)**

The Director of the Constituent College presented the context for the revision of the Business program and the highlights of the new program. He answered questions about the program.

It was moved to adopt the revised Administration and Management Technology program.

##### **Resolution No. LAW-2025-27**

##### **Adoption of the Revised Administration and Management Technology Program**

**WHEREAS** the *Ministère de l'Enseignement supérieur* has proceeded to a rewriting of the

**WHEREAS** a working group was set up to proceed with the development of a local version of the program; and

**WHEREAS** the local version of the program respects all the parameters defined by the ministerial program; and

**WHEREAS** the program document contains all the information prescribed by our Institutional

**WHEREAS** the Administration and Management Technology program committee recommends the adoption of the revised program; and

**WHEREAS** the Commission of Studies recommends the adoption of the revised program;

**BE IT THEREFORE RESOLVED** that the St. Lawrence Governing Board adopts the revised Administration and Management Technology Program document and asks that the revised program be implemented as of the fall 2026 semester.

MOVED BY            N. Gagné

SECONDED BY      F. Séguin

There was no call for the vote.

#### **THE MOTION CARRIED.**

### **6.2. Resolution: Adoption of the 2026-2027 Academic Calendar**

Version 1 of the 2026-2027 academic calendar is recommended by the Commission of Studies, although not unanimously. The main point of contention was starting the semester on a Friday, but this approach allows the study day before exams to be preserved, as well as the practice day for the *Épreuve uniforme de français*.

It was moved to adopt Version 1 of the academic calendar.

#### **Resolution No. LAW-2025-28**

##### **2026-2027 Academic Calendar**

**WHEREAS** a resolution of the Governing Board must accompany St. Lawrence's annual academic calendar before it is officially published and forwarded to the *Ministère de l'enseignement supérieur*; and

**WHEREAS** the calendar that is presented conforms with the requirements set in the *Règlement sur le Régime des Études Collégiales* (RREC); and

**WHEREAS** consultations about the calendar were conducted with members of the executive of the faculty union and members of the executive of the student association; and

**WHEREAS** the Commission of Studies recommended the academic calendar that is presented to the Governing Board;

**BE IT THEREFORE RESOLVED** that the Governing Board officially receives and approves CEGEP Champlain- St. Lawrence's attached 2026-2027 annual academic calendar.

MOVED BY            N. Gagné  
SECONDED BY        C. Nadeau

There was no call for the vote.

**THE MOTION CARRIED.**

**6.3. Resolution: Modification of Bylaw 6: 2026-2027 Auxiliary Fees**

The Director of the Constituent College explained that the funds help to fund professional services and student activities.

It was moved to adopt the resolution to modify Bylaw 6.

**Resolution No. LAW-2025-29**

**Modification of Bylaw 6 – 2026-2027 Auxiliary Fees**

**WHEREAS** CEGEPs charge auxiliary fees to students to cover expenses such as those related to psychosocial services and socio-cultural activities; and

**WHEREAS** the Quebec government adopted in 2023 la *Loi limitant l'indexation de plusieurs tarifs gouvernementaux* whereby an increase in auxiliary fees is limited to 3% until the end of 2026; and

**WHEREAS** the costs of auxiliary services are increasing;

**BE IT THEREFORE RESOLVED** that for the 2026-2027 academic year:

- The auxiliary fees for full-time students will go from \$180 to \$185 per semester
- The auxiliary fees for part-time students will go from \$40 to \$41 per course.

MOVED BY            M. Dussault  
SECONDED BY        R. Aina

There was no call for the vote.

**THE MOTION CARRIED.**

**6.4. Resolution: Adoption of the Institutional Policy on Students' Appeals and Complaints (IPSAC)**

The context and reasons for separating the IPSAC from the Institutional Policy on the Evaluation of Student Achievement were explained.

The policy has undergone extensive consultation with internal groups, and revisions were made accordingly. It introduces an ombudsperson role, focused on improving processes

rather than overturning decisions, with independence and direct reporting to the Board. Some adjustments may be needed once the new harassment policy is adopted.

Questions were raised about reporting frequency and communication to students, and the Chair specifically requested that the College report to the Board on the efforts made to communicate the policy effectively to students.

It was moved to adopt the IPSAC.

### **Resolution No. LAW-2025-30**

#### **Adoption of the Institutional Policy on Students' Appeals and Complaints (IPSAC)**

**WHEREAS** the guidelines regarding students' appeals and complaints are currently presented in an appendix to the Institutional Policy on the Evaluation of Student Achievement; and

**WHEREAS** student appeals and complaints can concern all aspects of the life of a student at the College; and

**WHEREAS** the policy should reflect the current institutional reality of Champlain – St. Lawrence and be based on sound principles; and

**WHEREAS** the draft of the proposed policy was sent to consultation to key stakeholders such as the different unions and the student association; and

**WHEREAS** the Commission of Studies recommended the adoption of the policy by the Governing Board at its November 26 meeting; and

**BE IT THEREFORE RESOLVED** that the Champlain – St. Lawrence Governing Board adopts the Institutional Policy on Students' Appeals and Complaints (IPSAC); and

**BE IT FURTHER RESOLVED** that the IPSAC will be implemented on the first day of classes of the Winter semester, January 14, 2026.

MOVED BY            S. Mellouli

SECONDED BY       M. Dussault

There was no call for the vote.

#### **THE MOTION CARRIED.**

#### **6.5. Resolution: Adoption of the revised Institutional Policy on the Evaluation of Student Achievement (withdrawal of appendix 1: Appeals and Complaints Non-Related to Evaluation of Students' Achievement)**

It was moved to adopt the revised IPESA to formalize the withdrawal of the IPSAC.

### **Resolution No. LAW-2025-31**

#### **Adoption of the modified Institutional Policy on the Evaluation of Student Achievement (IPESA)**

**WHEREAS** the guidelines regarding students' appeals and complaints are currently presented in an appendix to the Institutional Policy on the Evaluation of Student Achievement; and

**WHEREAS** the St. Lawrence Governing Board has adopted a new Institutional Policy on Students' Appeals and Complaints (IPSAC); and

**WHEREAS** the IPSAC covers all areas of the student experience at the College; and

**WHEREAS** the Commission of Studies recommended the proposed modification of the IPESA;

**BE IT THEREFORE RESOLVED** that the Champlain – St. Lawrence Governing Board adopts the modification of the IPESA which consists of removing the Appendix 1 entitled "Appeals and Complaints Non-Related to the Evaluation of Students' Achievement"; and

**BE IT FURTHER RESOLVED** that the modified IPESA will be implemented on the first day of classes of the Winter semester, January 14, 2026.

MOVED BY            C. Collette

SECONDED BY        H. Adra

There was no call for the vote.

#### **THE MOTION CARRIED.**

### **7. Information and consultation**

#### **7.1. St. Lawrence's Development Goals: 2025-2026 Action Plan**

The Director of the Constituent College presented the 2025–2026 Development Goals Action Plan, outlining ongoing and new initiatives.

During the discussion, questions were raised about how the goals are promoted; the Director noted that they are integrated into the College's work plan and into each manager's responsibilities. A new initiative is the publication of a newsletter to highlight progress, followed by a drop-in information session. Responsibilities for follow-up are shared among managers under the coordination of the Coordinator for Pedagogical and Institutional Development.

#### **7.2. CEEC**

A pending recommendation regarding equity across sections and the alignment of final evaluations with competencies has now been resolved. The CEEC has responded, acknowledging that the mechanisms in place meet its standards.

The law to abolish the CEEC has been incorporated into Law 7 (*Loi visant à réduire la bureaucratie, à accroître l'efficacité de l'État*), which is expected to be adopted before Christmas. The Government does not intend to create a new body; it will be up to each CEGEP to develop its own quality assurance strategy.

## **8. Varia**

### **8.1. Continuing Education**

The college is developing an AEC in early childhood education in RAC format, in response to regional needs. This program is not subject to Law 14. It will be presented to the Governing Board for approval once it is ready.

### **8.2. Initiationsciences**

Four St. Lawrence students have been selected to participate in an immersive, year-long research internship in Biology through the Initiationsciences program, where they will be mentored by a PhD student at Laval University.

## **9. Adjournment**

It was moved to adjourn the meeting.

MOVED BY            R. Aina

The meeting was adjourned at 6:31 PM.