

**MINUTES OF THE 541<sup>st</sup> MEETING OF THE BOARD OF GOVERNORS OF DAWSON COLLEGE HELD ON WEDNESDAY APRIL 17, 2024 AT 6:00 P.M. IN THE BOARDROOM 5B.13, 3040 SHERBROOKE STREET WEST, WESTMOUNT, QUEBEC**

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PRESENT: Stéphane Beaudet Diane Gauvin Alex McComber  
Leanne Bennett Angie Gugliotti Pelagia Nickoletopoulos  
Linda Campione Steve Hatajlo Émilie Richer  
Karina D’Ermo Daniel Kocur Jamie Singerman  
Luis Dieppa Perez Christopher Lyons Sean Smith  
Derrick Essou

REGRETS: Isabelo Beli-En David Cynthia Martin  
Michael Goldwax

College Officers: Max Jones Pascahl Scott  
François Paradis Samuel V. Saint-Hilaire  
Glenys Ronnie

Chair of Senate: Marianne Pelton

Also Present: Isabelle Carrier  
Carmela Gumelli  
Maeve Muldowney  
Tannia Ditchburn

Recording Secretary to the Board: Janet Pakulis

### **Agenda**

- 541.1 ADOPTION OF THE AGENDA OF THE 541<sup>st</sup> MEETING**
- 541.2 ADOPTION OF THE MINUTES OF THE 540<sup>th</sup> MEETING**
- 541.3 CORRESPONDENCE & PRESENTATIONS**
- 541.4 REPORTS**
  - .1 Report of the Executive Committee**
  - .2 Report of the Chair of the Board**
  - .3 Report of the Director General**
  - .4 Report of the Academic Dean**
  - .5 Report of the Chair of Senate**

**541.5 BUSINESS ARISING FROM THE MINUTES**

**541.6 NEW BUSINESS**

1. **Social Service Program (388.A1) Minor Revision**
2. **Fall 2023 Graduates**
  - .1 **Diplomas of College Studies**
  - .2 **Attestations of College Studies**
3. **Kiuna Academic Calendar 2024-25**
4. **Capital Budget 2024-25**
5. **Renovation of Help Desk Counter & Offices (IST)**
6. **Calendar of meetings 2024-25 Board of Governors and Executive Committee**
7. **Microsoft Contract**

**541.7 VARIA**

**541.8 DATE OF NEXT MEETING**

**541.9 ADJOURNMENT**

In the absence of Michael Goldwax, Steve Hatajlo, Vice-Chair, chaired the meeting.

**541.1 ADOPTION OF THE AGENDA OF THE 541<sup>st</sup> MEETING**

Item 541.6.1 will be moved to follow the adoption of the Minutes.

It was moved by Christopher Lyons, seconded by Sean Smith, **THAT THE AMENDED AGENDA OF THE 541<sup>st</sup> MEETING BE ADOPTED.**

The motion was adopted unanimously.

**541.2 ADOPTION OF THE MINUTES OF THE 540<sup>th</sup> MEETING**

It was moved by Angie Gugliotti, seconded by Sean Smith, **THAT THE MINUTES OF THE 540<sup>th</sup> MEETING BE ADOPTED.**

The motion was adopted unanimously by those eligible to vote.

**541.3 CORRESPONDENCE & PRESENTATION**

None

**541.4 REPORTS**

**.1 Report of the Executive Committee**

Diane Gauvin reported that at a regular meeting of the Executive Committee on March 27 the following were approved:

- The final enrolment projections for Fall 2024
- The Executive Committee ratified the resolution adopted electronically that Mr. Tommy Diamantakos be appointed interim Dean, Social Science and Business Technologies.

- That a mandate be given to Collecto for the Active Monitoring Services SOC, to start in summer 2024 for an estimated commitment of \$156,000 before tax over 5 years. This service would help improve our response to cyber-incidents.
- That the proposed calendar of meetings for Board and Executive be recommended to the Board for approval.

## **.2 Report of the Chair of the Board**

Michael Goldwax was pleased to announce that Stéphane Beaudet's Board mandate as the Labour Relations representative has been renewed by the Ministry for another three years.

## **.3 Report of the Director General**

Diane Gauvin stated that the development of the Action Plan for the Strategic Plan is underway.

The Sous-ministre of Higher Education, Paule De Blois and Sous-ministre adjoint, Infrastructure and Finance, François Leclerc will be visiting the college at the beginning of May.

The firm Avison Young has identified three potential choices of space rental. The Ministry is asking for a call for tender. The college is trying to negotiate this request.

On March 25, 2024, the College received a letter from Jean-François Roberge stating that our Policy on the French Language has been approved.

## **.4 Report of the Academic Dean**

Leanne Bennett reported on the implementation of Law 14. The first round of admissions is complete, moving on to the second round of applicants. 42% are certificate holders, but we should end with 60% certificate holders.

A survey was conducted asking teachers who can teach in French and their ability and willingness to do so.

## **.5 Report of the Chair of Senate**

Marianne Pelton, Chair of Senate, reported that at their April 16 meeting, Senate voted to reconsider their recommendation on the Academic Calendar, given that they now know that the first day of classes would coincide with the first day of faculty availability under the collective agreement. Senate voted to recommend "version 1" of the calendar with some amendments to bring it more in line with the "version 2" that had previously been adopted.

## **541.5 BUSINESS ARISING FROM THE MINUTES**

## 541.6 NEW BUSINESS

### .1 Social Service program (388.A1) Minor Revision

Leanne Bennett, Academic Dean stated the program has been revised in response to a need to both simplify and strengthen the course-competency relationships in the matrix.

*Il est proposé par Leanne Bennett, appuyé par Sean Smith, **QUE LES RÉVISIONS DU PROGRAMME TECHNIQUES DE TRAVAIL SOCIAL (388.A1) SOIENT ADOPTÉES AVEC UNE DATE DE MISE EN ŒUVRE À L'AUTOMNE 2024.***

*La motion est adoptée à l'unanimité.*

(It was moved by Leanne Bennett, seconded by Sean Smith, **THAT THE REVISIONS TO THE SOCIAL SERVICE PROGRAM (388.A1) BE ADOPTED WITH AN IMPLEMENTATION DATE OF FALL 2024.**)

(The motion was adopted unanimously.)

### .2 Fall 2023 Graduates

#### .1 Diplomas of College Studies

Leanne Bennett stated that the Minister awards the diplomas of College Studies.

*Il est proposé par Christopher Lyons, appuyé par Alex McComber, **QUE TOUTES LES PIÈCES JUSTIFICATIVES AYANT ÉTÉ FOURNIES ET VÉRIFIÉES, IL EST RÉSOLU DE RECOMMANDER À LA MINISTRE DE L'ENSEIGNEMENT SUPÉRIEUR D'ACCORDER UN DIPLÔME D'ÉTUDES COLLÉGIALES À CHACUN DES 519 ÉTUDIANTS DONT LE NOM APPARAÎT SUR LA DEMANDE DE CERTIFICATION CI-JOINTE.***

*La motion est adoptée à l'unanimité.*

(It was moved by Christopher Lyons, seconded by Alex McComber, **THAT ALL SUPPORTING DOCUMENTS HAVING BEEN SUPPLIED AND VERIFIED, BE IT RESOLVED TO RECOMMEND TO THE MINISTER TO AWARD A DIPLOMA OF COLLEGE STUDIES TO EACH OF THE 519 STUDENTS WHOSE NAMES APPEAR ON THE ATTACHED REQUEST FOR CERTIFICATION.**)

(The motion was adopted unanimously.)

#### .2 Attestations of College Studies

Leanne Bennett stated that the College awards the Attestations of College Studies.

*Il est proposé par Christopher Lyons, appuyé par Stéphane Beaudet, **QUE TOUTES LES PIÈCES JUSTIFICATIVES AYANT ÉTÉ FOURNIES ET VÉRIFIÉES, IL EST RÉSOLU QUE LES 58 ÉTUDIANTS DONT LES NOMS APPARAISSENT SUR LA DEMANDE DE CERTIFICATION CI-JOINTE SE VOIENT ACCORDER UNE ATTESTATION D'ÉTUDES COLLÉGIALES.***

*La motion est adoptée à l'unanimité.*

(It was moved by Christopher Lyons, seconded by Stéphane Beaudet, **THAT ALL SUPPORTING DOCUMENTS HAVING BEEN SUPPLIED AND VERIFIED, BE IT RESOLVED THAT THE 58 STUDENTS WHOSE NAMES APPEAR ON THE ATTACHED REQUEST FOR CERTIFICATION BE AWARDED AN ATTESTATION OF COLLEGE STUDIES.**)

(The motion was adopted unanimously.)

### **.3 Kiuna Academic Calendar 2024-25**

Leanne Bennett stated that the Kiuna Academic Calendar was endorsed by Senate for recommendation to the Board.

*Il est proposé par Alex McComber, appuyé par Luis Dieppa Perez, **QUE LES DATES D'ENSEIGNEMENT ET D'ÉVALUATION PRÉSENTÉES DANS LE CALENDRIER ACADÉMIQUE 2024-2025 DE KIUNA SOIENT APPROUVÉES.***

*La motion est adoptée à l'unanimité.*

(It was moved by Alex McComber, seconded by Luis Dieppa Perez, **THAT THE TEACHING AND EVALUATION DATES PRESENTED IN THE KIUNA 2024-25 ACADEMIC CALENDAR BE APPROVED.**)

(The motion was adopted unanimously.)

### **.4 Capital Budget 2024-24**

Glenys Ronnie, Director of Finance reviewed the Capital requests which include departmental requests and renovation projects. The 2024-25 Ministry allocations represent estimates based on the information available at this time. The allocations will be confirmed at a later date.

*Il est proposé par Stéphane Beaudet, appuyé par Jamie Singerman, **QUE LE BUDGET D'INVESTISSEMENT 2024-25 AVEC DES REVENUS DE 26 272 000\$ ET DES DÉPENSES DE 12 981 000 \$ SOIT APPROUVÉ.***

*La motion est adoptée à l'unanimité.*

(It was moved by Stéphane Beaudet, seconded by Jamie Singerman, **THAT THE PROPOSED CAPITAL BUDGET 2024-25 WITH REVENUES OF \$26,272,000 AND EXPENSES OF \$12,981,000 BE APPROVED.**)

(The motion was adopted unanimously.)

### **.5 Renovation of help Desk Counter & Offices (IST)**

Samuel Vallery Saint-Hilaire, Director of Facilities Management stated that following a tendering process, the lowest bid is about 33% lower than the consolidated estimated value. The College concludes it is not an unusually low price given the fact that all other contractors sent bids lower than the estimated value.

*Il est proposé par Christopher Lyons, appuyé par Sean Smith, **QUE LE CONSEIL D'ADMINISTRATION AUTORISE LE COLLÈGE À OCTROYER LE CONTRAT DE « RÉAMÉNAGEMENT DES BUREAUX D'AIDE AUX USAGERS (IST) » À "ISI CONSTRUCTION INC." POUR UN MONTANT DE 638,117.00\$ HORS-TAXES.***

*La motion est adoptée à l'unanimité.*

**(It was moved by Christopher Lyons, seconded by Sean Smith, THAT THE BOARD OF GOVERNORS AUTHORIZES THE COLLEGE TO AWARD THE CONTRACT FOR THE RENOVATION OF THE HELP DESK COUNTER AND OFFICES (IST) TO "ISI CONSTRUCTION INC." FOR AN AMOUNT OF \$638,117.00 EXCLUDING TAXES.)**

*(The motion was adopted unanimously.)*

#### **.6 Calendar of meetings 2024-25 Board of Governors & Executive Committee**

François Paradis, Director of Corporate Affairs presented the calendar of meetings.

*Il est proposé par Pelagia Nickoletopoulos, appuyé par Linda Campione, **QUE LE CALENDRIER DES RÉUNIONS 2024-25 SOIT APPROUVÉ.***

*La motion est adoptée à l'unanimité.*

**(It was moved by Pelagia Nickoletopoulos, seconded by Linda Campione, THAT THE CALENDAR OF MEETINGS 2024-25 BE APPROVED.)**

*(The motion was adopted unanimously.)*

#### **.7 Microsoft Contract**

François Paradis, Director of Information Systems & Technology stated that the College is part of a group purchase for Microsoft products and licenses. The Centre d'Acquisitions Gouvernementales (CAG), responsible for the group purchase has not yet solicited mandates. Given the timeline, they may seek an extension to the existing contract. A one-year extension could be worth up to \$182,325 and a three-year contract of \$546,975. Both scenarios would require Board approval.

*Il est proposé par Sean Smith, appuyé par Émilie Richer, **QUE LE CONSEIL D'ADMINISTRATION DÉLÈGUE AU COMITÉ EXÉCUTIF LE POUVOIR DE PRENDRE LES DÉCISIONS RELATIVES À LA PROLONGATION OU AU RENOUVELLEMENT DU CONTRAT MICROSOFT ÉCHU AU 31 MAI 2024.***

*La motion est adoptée à l'unanimité.*

**(It was moved by Sean Smith, seconded by Émilie Richer, THAT THE BOARD OF GOVERNORS DELEGATES TO THE EXECUTIVE COMMITTEE THE AUTHORITY TO TAKE DECISIONS RELATED TO THE EXTENSION OR RENEWAL OF THE MICROSOFT CONTRACT EXPIRING ON MAY 31, 2024.)**

*(The motion was adopted unanimously.)*

**541.7 VARIA**

**541.8 ADJOURNMENT**

The meeting adjourned at 6:55 p.m.

Signatures:

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Steve Hatajlo  
Board Vice-Chair

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François Paradis  
Director, Corporate Affairs

