

Alberta College of Art + Design (ACAD)



Minutes of the regular meeting of the Board of Governors (the Board),
Saturday, September 28, 2013, at 3:00 p.m. in the Loram 99 Boardroom,
200, 102 – 8th Ave. SW, Calgary, AB with the following persons present:

CHAIR: James Peacock, QC (*Regrets*)

VICE-CHAIR: Margaret-Jean Mannix (*Acting Chair*)

BOARD MEMBERS: Dan Barnfield
Dr. Daniel Doz
Cynthia Moore
Gregory Forrest
James Stanford
M. Carol Ryder
Natasha Pashak
Susan Thomas
Teresa Tam
Ian FitzGerald (*non-voting, pending appointment*)

REGRETS: Jim Peacock
Sue Anne Valentine
Sheila O'Brien

RESOURCES: Cicilia Selinger (Recording Secretary)

The Board meeting was called to order at 3:31 pm, quorum present and with Margaret-Jean Mannix as chair.

1. APPROVAL OF AGENDA

MOVED by Ms. Cynthia Moore and SECONDED by Ms. Susan Thomas that the agenda be approved as presented.

CARRIED
MOTION: 1609

2. APPROVAL OF MINUTES

MOVED by Ms. Carol Ryder and SECONDED by Ms. Cynthia Moore that the minutes of the June 20, 2013 meeting of the Board of Governors be approved.

CARRIED
MOTION: 1610

3. CONSENT AGENDA

Creative agency of record was discussed.

MOVED by Dr. Daniel Doz and SECONDED by Ms. Susan Thomas that the Board of Governors adopt the consent agenda.

CARRIED
MOTION: 1611

4. BUSINESS ARISING

It was noted by the acting board chair that when item 5.3 is discussed the board will move in camera for that discussion.

5. ACTION ITEMS

5.1 Approval of Committee Membership Recommendations

The acting board chair recommended committee chairs consider engaging community members to join each of the committees.

Board member succession was discussed.

Board committee community membership was discussed.

Teresa Tam requested to be moved from Development Committee to the Finance + Audit Committee.

MOVED by Ms. Cynthia Moore and SECONDED by Dr. Daniel Doz that the Board of Governors approve the Committee membership for the Governance/Human Resources Committee, Finance + Audit Committee, Development Committee, Special Events Committee and Government Relations Committee as amended.

CARRIED
MOTION: 1612

5.2 Approval of the Updated Board Manual

Feedback from the board members was that the digital copy of the board manual was positively received and proved to be very useful and accessible in its new layout.

MOVED by Ms. Teresa Tam and SECONDED by Dr. Daniel Doz that the Board of Governors approve the updated board manual made available online.

CARRIED
MOTION: 1613

5.3 President + CEO Annual Evaluation

In camera discussion was held from 4:02pm to 4:07pm

6. CHAIR'S REPORT

No chair's report.

7. BOARD COMMITTEE REPORTS

7.1 Finance + Audit Committee

- The chair of the Finance + Audit committee gave a brief verbal update.
- Annual audit is underway and is going well.
- Agency Governance Secretariat Audit Committee Governance Training was attended by three new board members on September 19, 2013.

7.2 Governance Committee

- The chair of the Governance Committee gave a brief verbal update.
- Currently in the goal setting process for ACAD's President
- The Development Committee brought it to our attention that we should consider this Donor Recognition and Naming Policy.

MOVED by Dr. Daniel Doz and SECONDED by Mr. Dan Barnfield that the Board of Governors approves the recommended Donor Recognition and Naming Policy-30.

CARRIED

MOTION: 1614

7.3 Government Relations Committee

- The committee chair noted that their first meeting would take place on Monday, October 7, 2013

7.4 Development Committee

No Development Committee Report

7.5 Special Events Committee

- The committee chair noted that their first meeting would take place on Monday, September 30, 2013

8. ACAD STUDENT ASSOCIATION REPORT

- The ACADSA President gave a brief verbal report.
- Reported that ACADSA is working on a way make student work available in a worldwide showcase online in addition to the annual Show & Sale.
- The Student Legislative Council has been set and the first meeting will take place on Tuesday, October 1, 2013.

9. ACAD FACULTY ASSOCIATION REPORT

No ACADFA Report

10. ACAD STAFF BOARD MEMBER REPORT

- The ACAD Staff Board Member gave a brief verbal report.
- He attended the audit training mentioned in the Finance + Audit report (item 7.1).
- He is meeting with the AUPE President this week to discuss how to communicate staff needs to the board.

11. PRESIDENT'S REPORT

- The President gave a brief verbal report.
- He has been asked to sit on the new Post-Secondary Learning Act committee which is comprised of six presidents, one from each of the six sectors in Campus Alberta. This committee will be reviewing the act at the Ministry's request. The first meeting is to take place on October 7, 2013. The President has directed his Cabinet to review the act for changes that may improve the function of ACAD as an institution within that framework.
- He reported that a contract is now signed for food services to be made available once again on campus. This was canceled because of the high cost to the organization following the budget cuts. However, Chartwells proposed a new, 5 year contract at no cost to ACAD. The President noted that there is a \$5,000 year penalty if we choose to depart from the contract before 10 years. This will be implemented by mid-October and will run from September – April annually.


12. ADJOURNMENT

MOVED by Ms. Teresa Tam and SECONDED by Ms. Cynthia Moore that the meeting be adjourned at 4:25 pm.

CARRIED UNANIMOUSLY
MOTION: 1615



James Peacock, QC
Chair, ACAD Board of Governors



Dr. Daniel Doz
President + CEO, ACAD