

Alberta College of Art + Design (ACAD)



Minutes of the regular meeting of the Board of Governors (the Board),
Wednesday, February 12, 2014, at 4:00 p.m. in the ACAD Boardroom,
1407 – 14th Avenue NW, Calgary, with the following persons present:

CHAIR: James Peacock, QC

VICE-CHAIR: Margaret-Jean Mannix

BOARD MEMBERS: Dr. Daniel Doz
Cynthia Moore
James Stanford
M. Carol Ryder
Margaret-Jean Mannix
Natasha Pashak
Teresa Tam
Ian FitzGerald
Susan Thomas
Gregory Forrest

REGRETS: Sheila O'Brien
Dan Barnfield

RESOURCES: Christine Moore (Recording Secretary)

The Board meeting was called to order at 4:06pm, quorum present and with Mr. James Peacock as chair.

1. APPROVAL OF AGENDA

MOVED by Ms. M. Carol Ryder and SECONDED by Ms. Susan Thomas that the agenda be approved as presented.

CARRIED
MOTION: 1630

2. APPROVAL OF MINUTES

It was noted that the Minutes of the Board meeting for December 4th, 2013 required the following amendments:

Item 4. Business Arising - to be amended to indicate that there was not a consensus of the Board.

Item 7.1 Finance + Audit Committee report – The Finance + Audit Committee Chair noted that the minutes were to be amended to read that, the committee requested Management to resolve the nine additional items in the audit report by June 30, 2014.

Item 5.1 Moved by Ms. Sue Anne Valentine should read moved by Ms. Susan Thomas

Board Member listing of those in attendance to be amended to remove the ACAD staff members, whom are not members of the Board.

MOVED by Ms. Susan Thomas and SECONDED by Ms. Teresa Tam that minutes of the December 4, 2013 Board meeting be approved as amended.

AMENDED MOTION CARRIED
MOTION: 1631

3. CONSENT AGENDA

MOVED by Ms. Margaret-Jean Mannix and SECONDED by Mr. Greg Forrest that the Board of Governors adopt the consent agenda.

CARRIED
MOTION:1632

Clarity on the safety issue referenced in the Finance + Corporate Services section of the Cabinet report to the Board was requested. Mr. Don Dart provided information on this issue, stating that a plan is being devised to deal with the way the gas tanks are being stored in a confined space. The Board stressed the importance of the Health + Safety Officer being involved in addressing this safety concern; including developing appropriate mitigation strategies to address any risks associated with this issue via proper risk analysis and guidelines as stated in the Occupational Safety Code.

An update was requested on the hiring process for the proposed Craft Media MFA. Ms. Dianne Taylor-Gearing provided an update.

Ms. M. Carol Ryder acknowledged ACAD 4th Year Visual Communication Design student, Ruth Lee, who designed the team Canada Bobsled for the 2014 Sochi Olympics. This project was a great news story for the College and the unveiling event was well attended. Further to this, Ms. Ryder acknowledged that the School of Communication Design has successfully linked with Holt Renfrew, and a project is being developed with design students on the layout of the display window for the upcoming Spring Season.

It was acknowledged via the Student Member report that relations between ACAD Administration and the Student's Association have been challenging. The Chair updated the Board that the Registrar's Office experienced staffing challenges over this academic year. Since then, meetings have been held with the VP Student Experience + Admissions, the President + CEO and the Student Association President. Both sides are satisfied with the outcome of these meetings. It was acknowledged by the President that the College could have provided more open communication regarding the status of staffing during the 2013-2014 Academic year.

4. BUSINESS ARISING

A report will be submitted at the next meeting regarding the Jewellery + Metals gas tanks safety concern.

5. ACTION ITEMS

5.1 Tuition and Supplementary Fees

MOVED by Mr. James Stanford and SECONDED by Ms. Cynthia Moore that the Board of Governors approve the 1.0% increase in student tuition and supplementary studio credit fees for the 2014-2015 academic year.

CARRIED
MOTION: 1633

5.2 ACAD Board of Governors Terms of Reference

Changes made to the Board of Governors Terms of Reference were completed as a result of legislation; the Government identified the need for a more up-to-date document after their recent review.

6. CHAIR'S REPORT

February 3rd, 2014 ACAD hosted a meeting with the Minister of Innovation and Advanced Education, and his deputy. There was a very open and positive discussion which left the attendees with the impression that the new Minister was interested in the topics discussed and quite prepared to explore them further with ACAD Administration and Board. The Chair recognized the assistance of the BOG Government Relations Committee in organizing this meeting.

7. BOARD COMMITTEE REPORTS

7.1 Finance + Audit Committee

The Investment portfolio update shows a positive return.

There was a discussion of the expectation by the committees of the resolution of the outstanding audit points, which have been carried forward from previous years along with an expectation that administration will take appropriate steps to enforce existing policies and procedures.

Collective Bargaining is expected to commence in the upcoming months and it is expected to be a challenging process.

The committee has requested for a comparative chart to be prepared comparing ACAD compensation levels to other Alberta PSIs.

The Chair of the committee reported that he participated in a conference call with the Auditors, at their request. There is dialogue taking place between College administration and the OAG to resolve any miscommunications over unresolved audit points. The Auditor General's report is expected to be released Friday, February 14, 2014; the Board Chair confirmed with the President that ACAD will have a response prepared should the media contact.

7.2 Governance/HR Committee

Progress has been made reviewing the composition of the Board. The Chair, Vice Chair and one community member will be leaving the Board in May 2014. Potential candidates have been identified and have been or will be approached directly. Once the advertisements are posted by the Ministry the Board will be informed and potential candidates will be notified as well.

It was clarified that if a Board member has a candidate for consideration, it is recommended that contact information be sent to Ms. Margaret-Jean Mannix for consideration.

The Chair confirmed that Ms. Susan Thomas has agreed to renew her three year term with the Board. The Chair also reported that based on the meeting with the Minister there is reason to be optimistic that the Ministry will approve any request to increase the size of the Board.

7.3 Development Committee

The Chair of the committee, Ms. Susan Thomas, updated the Board that the Development committee met this past month and kudos were offered to the VP Engagement and the Director of Philanthropy for their efforts with soliciting donors from the community. Depleting funds are a current issue which Ms. Thomas requested is looked into by ACAD Administration.

7.4 Government Relations Committee

The Chair of the committee, Ms. Cynthia Moore, informed the Board that the meeting with the Minister of Innovation and Advanced Education was a positive one. As well, MLA Linda Johnston is scheduled to attend a meeting on February 28th, 2014 at the facility, which all Board members are encouraged to attend. The Minister of Culture is also expected to visit the facility.

7.5 Special Events Committee

Ms. M. Carol Ryder gave an overview of the upcoming events as outlined in the meeting package. Community engagement, recognition of Faculty achievements and encouraged participation of Board members at all ACAD events were all critical points.

8. ACAD STUDENT ASSOCIATION REPORT

Ms. Teresa Tam updated the Board that she has taken part in regularly occurring meetings with the President + CEO and all appropriate Vice Presidents. The SLC met with the new Minister, which was a positive experience. An Alberta Student Executive Council meeting

will be taking place in early March, Ms. Tam expects that a report will be available for the Board at the March 19 Board meeting.

Ms. Tam also reported that one petition and possibly two will be brought forward to the Board. She also reported that one ACADSA Vice President has resigned from his position.

9. ACAD FACULTY ASSOCIATION REPORT

Ms. Natali Rodrigues was introduced as the Interim Faculty Association President, replacing Alex Link while he is on sabbatical. The Board Chair stated that it is his understanding that the proposed Academic Symposium is currently being discussed to take place in early April 2014.

10. PRESIDENT'S REPORT

11.1. A. Correspondence to G. Johnston – ACAD response to additional funding

The ACAD Leadership team met January 21, 2014; a group comprised of all Managers, Chairs, Directors and the President's Cabinet. The meeting agenda was to discuss budget strategies; the next step will be vetting and determining the best strategies. These strategies will be aligned with a focus on sustainability of the Institution.

The Royal Canadian Academy of Art is hosting its AGM at the Art Gallery in Edmonton in May 2014. They have agreed to establish a scholarship with ACAD.

11.2 Letter of Expectation

No notes.

11. IN CAMERA SESSION

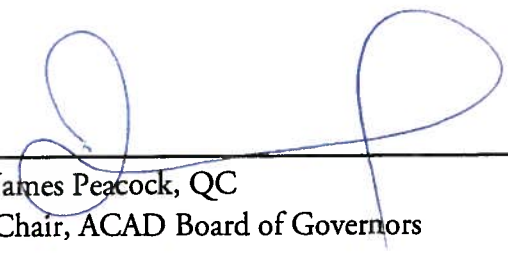
The Board went *in camera* at 5:13PM until 6:07PM.

12. NEXT MEETING: WEDNESDAY, MARCH 19, 2014


13. ADJOURNMENT

MOVED by Ms. Margaret-Jean Mannix and SECONDED by Mr. Daniel Doz that the meeting be adjourned at 6:08pm.

CARRIED
MOTION: 1634



James Peacock, QC
Chair, ACAD Board of Governors



Dr. Daniel Doz
President + CEO, ACAD