

Alberta College of Art + Design (ACAD)



Minutes of the regular meeting of the Board of Governors (the Board),
Wednesday, March 19, 2014, at 4:00 pm in the ACAD Boardroom, 1407
– 14th Avenue NW, Calgary, AB with the following persons present:

CHAIR: James Peacock, QC

VICE-CHAIR: Margaret-Jean Mannix

BOARD MEMBERS: Dr. Daniel Doz
James Stanford
M. Carol Ryder
Margaret-Jean Mannix
Natasha Pashak
Teresa Tam
Ian FitzGerald
Susan Thomas
Gregory Forrest
Dan Barnfield
Sheila O'Brien

REGRETS: Cynthia Moore

RESOURCES: Christine Moore (Recording Secretary)

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

1. INSTALLATION OF THE PRESIDENT'S MUG WINNING SUBMISSION

Video presentation presented to the group highlighting the work of Mia Riley.

2. APPROVAL OF AGENDA

MOVED by Mr. Dan Barnfield and SECONDED by Ms. Margaret-Jean Mannix that the agenda be approved as presented.

CARRIED
MOTION:1635

Additional agenda item 5.2 requested by Mr. Dan Barnfield: discussion and motion to decide on the representative member of the Board to participate on the BOG Graduating Student Award Committee.

3. APPROVAL OF MINUTES

MOVED by Ms. M. Carol Ryder and SECONDED by Ms. Teresa Tam that the minutes of the February 12, 2014 Board meeting be approved as presented.

CARRIED
MOTION:1636

4. CONSENT AGENDA

MOVED by Ms. Sheila O'Brien and SECONDED by Ms. Margaret-Jean Mannix that the Board of Governors adopt the consent agenda.

CARRIED
MOTION:1637

Clarity was offered by Dr. Daniel Doz on the status of the Registrar/Enrollment Management position. The search conducted this year was unsuccessful, a consultant has been hired to review the enrollment and assist with future planning.

Ms. Dianne Taylor-Gearing offered an update on the status of the Library, as mentioned in the Cabinet report. The entrance gate requires repair, particularly improving accessibility for students with mobility restraints.

The Faculty Evaluation Procedure was revised to align with the new Academic Structure and has been approved. The draft procedure was presented to Academic Council and deemed to be an HR Procedure not an Academic Affairs Procedure and therefore not approved.

Faculty Workload (Collective Agreement Article 10) impact of a low permanent faculty ratio the college administrative duties are spread across fewer faculty.

The lesser attendance of the ACAD Squares event on February 27, 2014 was clarified by Ms. M. Carol Ryder, this was an intentionally small function to acknowledge the affluent donors. The Petition for sensible food storage rules at ACAD, included with the student report, was discussed with Ms. Teresa Tam; she clarified that the students who signed the document expect that the item will be presented to the Board of Governors and discussed/actioned at their discretion.

Report on the Academic Symposium has been developed by the Academic Steering Committee the events are scheduled:

7 April 2014, 12-2 pm **Intersection of Artistic Creativity, Academic Freedom and Civic Responsibility** (facilitated by The Neutral Zone)

9 April 2014, 12-2 pm **Harm and Risk**

11 April 2014, 5-7 pm **Roles and Responsibility for different members of the College Community**

Participation was extended to the Board members to attend.

5. BUSINESS ARISING

5.1 Jewellery + Metals Safety Issue

It was acknowledged that the issue was addressed well.

6. ACTION ITEMS

6.1 Board Honoraria

MOVED by Mr. Jim Stanford and SECONDED by Mr. Dan Barnfield that the Board of Governors approve the continued support of ACAD Board of Governors' First Year Scholarships with accumulated Board honoraria funds.

CARRIED
MOTION:1638

The terms of reference of the First Year Scholarship were questioned and determined to be of value, to be brought forward for the next meeting.

MOVED by Ms. M. Carol Ryder and SECONDED by Ms. Natasha Pashak that the Board of Governors approves that the honorarium given to the Student Board member will be exempted from the preceding motion and will be given in accordance with the process presently in place.

CARRIED
MOTION:1639

6.2 Board of Governors Graduating Student Award

MOVED by Ms. Sheila O'Brien SECONDED by Ms. Margaret-Jean Mannix that Ms. Susan Thomas be appointed and approved as the representative to the Board of Governors Graduating Student Award Committee.

CARRIED
MOTION:1640

7. CHAIR'S REPORT

The status of the College Audit was addressed by the Chair.

8. BOARD COMMITTEE REPORTS

8.1 Finance + Audit Committee

The Office of the Auditor General has asked that the Committee consider the review of Senior Executive expenses; this has been considered and the committee recommended that expenses be reviewed by the committee by the committee and the board twice a year at the beginning and the end of the year.

Second quarter financials, Mawer investment report, and audit implementation plan updates provided by Mr. Jim Stanford.

8.2 Governance/HR Committee

Ms. Margaret-Jean Mannix notified the Board that the advertisement for the public members and Chair of the Board are now available online, until March 28, 2014. Contact information and instructions have been provided to current Board members for distribution to interested parties. The Chair of the

committee, with assistance from the President's Office will be tracking the names of interested applicants; the President's Office will offer assistance, as needed, to those interested in the roles that require support.

8.3 Development Committee

Ms. Susan Thomas acknowledged that Administration continues to work on prioritizing fundraising initiatives taking place this year. Inequities between scholarships offered to the four schools are being addressed via Director, Philanthropy.

8.4 Special Events Committee

A letter of thanks has been sent to ACAD Squares from Ms. M. Carol Ryder also encouraging further giving.

9. ACAD STUDENT ASSOCIATION REPORT

Show + Sale planning is going well. Thanks were offered to Administration and the Board for assistance with planning the VIP/ACAD Squares event, scheduled for March 27, 2014.

Integration of academic curriculum with the Illingworth Kerr Gallery exhibition programming has been an item of discussion between the ACADSA president and the Office of the VPRAA. Improvements have been noted by the Student Association.

Communication between ACADSA and Administration group was discussed.

Petition for sensible food storage rules at ACAD

A student petition containing 153 signatures of current students (10% of the student population) was circulated, supported by the requisite of the ACADSA Bylaws 5.1, 5.2, 5.3.

MOVED by Ms. M. Carol Ryder and SECONDED by Mr. Sheila O'Brien that the ACAD Board receive the petition for information and pass it along to administration to consider. A report will be brought forward to the Board at the next Board meeting on April 16, 2014.

CARRIED
MOTION:1641

10. ACAD FACULTY ASSOCIATION REPORT

No additional report.

11. STAFF BOARD REPORT

Four weeks ago AUPE had their local AGM. The Executive has not changed and the chair of ACAD local remains as Aileen Lublinkhof. At this meeting a number of members expressed interest in serving on union committees.

The accuracy of observation #21, listed on page 62 of the meeting package was questioned. Administration was tasked with providing a list of AUPE support staff that have not received performance appraisals for over ten years at the next meeting.

12. PRESIDENT'S REPORT

The MFA Craft program proposal has been sent forward to the Ministry, acknowledgement was offered to the Office of the VPRAA on completion of this task.

An explanation of the internal processes around the creation and accountability of policies and procedures has been addressed due to recommendation from OAG.

Director, Research + Graduate Studies position has been posted to acad.ca there is a two month timeline to fill the position.

Registrar/Director, Enrollment Management position will be posted soon.

12. IN CAMERA

The Board went *in camera* at 5:59pm until 6:33pm.

13. NEXT MEETING: WEDNESDAY, APRIL 16, 2014


14. ADJOURNMENT

MOVED by Ms. Natasha Pashak and SECONDED by Ms. M. Carol Ryder that the meeting be adjourned at 6:33pm.

CARRIED
MOTION: 1642



James Peacock, QC
Chair, ACAD Board of Governors



Dr. Daniel Doz
President + CEO, ACAD