

## Alberta College of Art + Design (ACAD)



Minutes of the regular meeting of the Board of Governors (the Board),  
Saturday, September 20, 2014, at 2:00 pm in the ACAD Boardroom,  
1407 – 14<sup>th</sup> Avenue NW, Calgary, AB with the following persons present:

CHAIR: M. Carol Ryder

VICE-CHAIR: James Stanford

BOARD MEMBERS: Dr. Daniel Doz  
Dan Barnfield  
Loradonna Botter  
Larry Clausen  
Reid Cummings (arrived at 2:14)  
Ian FitzGerald  
Gregory Forrest  
Sarah Grodecki (non-voting)  
Cynthia Moore

REGRETS: Martin Kratz  
Susan Thomas  
Natasha Pashak

RESOURCES: Cicilia Brasby (Recording Secretary)

The Board meeting was called to order at 1:44pm, with a quorum present and with M. Carol Ryder as chair.

### 1. APPROVAL OF AGENDA

MOVED by Mr. James Stanford and SECONDED by Dr. Daniel Doz that the agenda be approved as amended.

CARRIED  
MOTION:1662

### 2. APPROVAL OF MINUTES

MOVED by Ms. Cynthia Moore and SECONDED by Dr. Daniel Doz that the minutes of the May 21, 2014 Board meeting be approved as presented.

CARRIED  
MOTION:1663

### 3. A & B

#### 3a. ACAD BOARD VICE-CHAIR APPOINTMENT

MOVED by Mr. Gregory Forrest and SECONDED by Mr. Dan Barnfield that Mr. James Stanford be appointed as the Vice-Chairman of the board.

CARRIED  
MOTION:1664

#### 3b. CONSENT AGENDA

MOVED by Mr. Gregory Forrest and SECONDED by Ms. Cynthia Moore that the Board of Governors adopt the consent agenda.

CARRIED  
MOTION:1665

The Faculty Representative to the board highlighted a series of positive comments that were outlined in the ACADFA Report. It was noted that the failed faculty searches were disappointing to the faculty association. In order to avoid a similar situation a new framework is anticipated by mid-October. He reported that the concern for this past spring's hiring was to fix an imbalance in ratio between full time and sessional faculty however, the problem remains.

The board discussed the code of conduct procedure as reviewed by ACADFA. Administration reported that it was finalized and brought to cabinet for approval. It has been signed and both ACAD Administration and ACADFA are pleased with it.

The Student Representative reported that they will not have a full executive team this year as the Vice President of Student Life position is vacant and leaving ACADSA with only two executive members this year which is small. The impact of this was discussed.

The Development Plan brought forward by the Development Committee for information noted the amalgamation of Development and Special Events committee which will be addressed later in the meeting.

### 4. BUSINESS ARISING

No business arising at this time.

### 5. ACTION ITEMS

### 5.1 Approval of Committee Membership Recommendations

MOVED by Ms. Cynthia Moore and SECONDED by Mr. James Stanford that the Board of Governors approve the Committee membership for the Governance/Human Resources Committee, Development Committee, and Government Relations Committee as presented and the Finance + Audit Committee, with the recommendation to add to that committee with an additional faculty member.

CARRIED  
MOTION:1666

The Finance + Audit committee recommended faculty member, Mitch Kern, the treasurer of ACADFA to be approached to join the committee. Committee Chair, Mr. James Stanford will formally make the request.

### 5.2 Approval of amalgamation of Development and Special Events Committee

MOVED by Ms. Cynthia Moore and SECONDED by Mr. Dan Barnfield that the Board of Governors approve the amalgamation of the Development and Special Events Committees into one Committee, "The Development Committee" as recommended by the two separate committees.

CARRIED  
MOTION:1667

The purpose of this amalgamation was discussed by the board.

### 5.3 Approval of the New Development Committee Terms of Reference

MOVED by Ms. Cynthia Moore and SECONDED by Mr. Ian FitzGerald that the Board of Governors adopt the new terms of reference for Development Committee as presented.

CARRIED  
MOTION:1668

### 5.4 AUPE and ACADFA Collective Agreement Ratification

MOVED by Ms. Cynthia Moore and SECONDED by Mr. Larry Clausen that the Board of Governors ratify the proposed Collective Agreement with AUPE Local 71 Chapter 06 as presented and the proposed Collective Agreement with the ACAD Faculty Association as presented.

CARRIED  
MOTION:1669

It was reported that bargaining with both AUPE and ACADFA only lasted for 2.5 days each before coming to agreement. Subsequent letters have been received from AUPE members indicating how pleased they were with the process.

The board commended all of the parties involved for their participation in coming to these agreements so efficiently and effectively.

## **5.5 Engagement Deferred Funds Re-Designation and Extensions**

MOVED by Mr. James Stanford and SECONDED by Mr. Gregory Forrest

1. that the Board of Governors approves the extension of the Marion ICP project until fund 385-2514 the Marion Fund for Innovation for Teaching + Research has been fully expended.
2. that the Board of Governors approves the re-designation of the balance remaining in deferred fund 385-2551, Power Creativity, towards advertising in the 2014/15 communications budget.
3. that the Board of Governors approves the extension of fund 385-2591, the Herskovic Visiting Artist Project to the visiting artist program overseen by Research and Academic Affairs.
4. that the Board of Governors approves the re-designation of the deferred funds of \$5,000 in fund 386-2539 to the Illingworth Kerr Gallery budget for fiscal year 2014/15.

CARRIED  
MOTION:1670

The source of the deferred funds was discussed by the board. The reason for the re-designation and extensions were explained fully and discussed.

## **6. CHAIR'S REPORT**

The Board Chair reported that she is pleased to be the ACAD board chair.

## **7. BOARD COMMITTEE REPORTS**

### **7.1 Finance + Audit Committee**

The Committee Chair stated that he was also pleased with the appointment of the new Board Chair. He reported that the next committee meeting is scheduled for October 23, 2014.

He outlined where the committee had left off at the end of the year last year in which the committee took on the audit report and the large number of exceptions in that report. They worked with the VP of Finance and Corporate Services and his team to address as many areas for change as possible.

It was noted that the President + CEO sent a report to the board on September 9, 2014 updating them on the status of each audit point demonstrating that nearly all of the audit points will be effectively cleared up in 2015. The remaining two will be cleared up by 2016. The Committee Chair indicated that he does stay in contact with the auditors and he reported that they acknowledge that significant progress has been made.

The board commended the Finance and Corporate Services team and the committee for their hard work and dedication throughout this arduous process.

The question was raised in relation to the audit and whether or not a process has been put in place to eliminate the need for re-designation and extension of deferred funds from the Engagement department. This was discussed and administration reported that an appropriate process has been put in place.

## **7.2 Governance/HR Committee**

The Board Chair reported on behalf of the Committee Chair that the President + CEO's evaluation and contract review required a board discussion which would take place at the end of the board meeting in-camera.

## **7.3 Government Relations Committee**

The Committee Chair reported that the committee is developing a new plan to get the recently appointed Cabinet and the Calgary Caucus into ACAD. She requested that any board member with ideas, input or interest in being a part of this plan let her know.

It is the objective of the committee to have this plan in place by the next meeting scheduled for October 28, 2014. Administration is set to congratulate the newly appointed Ministers and Premier this week.

Campus tours were discussed as an exceptional and distinctive experience that ACAD has to offer government officials.

## **7.4 Development Committee**

The Committee Chair has filed a report as a part of the board package. The Board Chair highlighted two upcoming events: The September 25, 2014 ACAD Squares Kickoff and the October 21, 2014 ACAD Squares Founders event. She confirmed that the board has received the new criteria for joining the ACAD Squares and that the Committee Chair is hard at work doing follow up.

## 8. ACAD STUDENT ASSOCIATION REPORT

There was no additional report.

## 9. ACAD FACULTY ASSOCIATION REPORT

There was no additional report.

## 10. STAFF BOARD REPORT

The Staff Board Member reported that the AUPE membership has not yet had a meeting this year. He also indicated that the general reaction of AUPE members regarding the ratification of the collective agreement was positive and stated that the vote took place with no issue.

## 11. PRESIDENT'S REPORT

The President welcomed the new board, administration team and all of the projects we are undertaking this year. He expressed that the high level of energy with which the projects are being engaged is encouraging.

He reported on a new bi-weekly report being compiled and sent out to the board. The objective of this communication is to keep them up-to-date on board activities, the ongoing activities taking place at ACAD as well as to alert them to the activities in Calgary and around the world that feature ACAD faculty, staff and alumni.

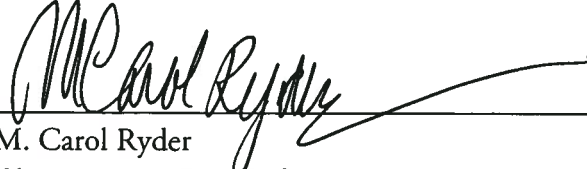
## 12. IN-CAMERA


The board went in-camera at 2:21pm until 2:39 pm.

## 13. ADJOURNMENT

MOVED by Ms. Loradonna Botter and SECONDED by Mr. Larry Clausen that the meeting be adjourned at 2:40 pm.

CARRIED  
MOTION:1671

  
M. Carol Ryder  
Chair, ACAD Board of Governors

  
Dr. Daniel Doz  
President + CEO, ACAD