



**Board of Governors  
Regular Meeting Minutes  
December 9<sup>th</sup>, 2009**

Board Members In Attendance

Lance Carlson  
Darren Delichte  
Marty Kaufman  
Joe Leung  
Shane Mahar  
Brad Moore  
Jim Peacock (Chair)  
Kate Peterson  
Yves Trépanier  
Sue Anne Valentine (arrived 4:40pm)

Regrets:

Roxanne McCaig  
Sheila O'Brien  
Cynthia Moore

Recording Secretary

Elizabeth Hay

Board Members Connected by Phone

Margaret-Jean Mannix

The Board meeting was called to order at 4:10pm with quorum present and with Jim Peacock as chair.

**1. APPROVAL OF AGENDA**

MOVED by Brad Moore and SECONDED by Joe Leung that the agenda be approved as presented.

CARRIED  
Unanimous  
MOTION: 1449

The Board went in-camera to discuss two items; discussion lasted until 5:07pm.

**2. APPROVAL OF MINUTES**

MOVED by Yves Trépanier and SECONDED by Brad Moore that the minutes of the October 28<sup>th</sup> 2009 meeting of the Board of Governors be amended as discussed.

CARRIED  
Unanimous  
MOTION: 1450

**3. CONSENT AGENDA**

Discussion ensued to clarify points from reports in the Consent Agenda.

Specifically, a question was raised regarding the Harassment and Discrimination procedure, and Susan Veenhoven, Director of Human Resources was introduced to discuss the progress on the development of the procedure to date. Mrs. Veenhoven reported that the last procedure was signed off in 2008 and that the development of this procedure is currently underway. Lance Carlson, President + CEO, continued that Trudy Gahlinger, who revised the Board Policies earlier this year, will be reviewing ACAD's procedures as well, and the Harassment and Discrimination procedure is also included in this exercise.

MOVED by Lance Carlson and SECONDED by Yves Trépanier that the board adopt the consent agenda, as presented.

CARRIED  
Unanimous  
MOTION: 1451

4. **BUSINESS ARISING**

**4.1 Additional Appointees to Board Committees**

Mr. Jim Peacock, Board Chair, noted two additional members who would like to participate in the Board Committees.

MOVED by Yves Trépanier and SECONDED by Brad Moore that Sue Anne Valentine be approved as a member of the Governance Committee.

CARRIED  
Unanimous  
MOTION: 1452

MOVED by Shane Mahar and SECONDED by Joe Leung that Darren Delichte be approved as a member of the Human Resources Committee.

CARRIED  
Unanimous  
MOTION: 1453

5. **NEW BUSINESS**

**5.1 SAIT Bridging Agreement**

Mr. Gary Draper, Vice-President Finance and Corporate Services, was introduced to discuss the SAIT/ ACAD Bridging Agreement for 2009/2010. Mr. Draper explained that there were no substantial changes in the agreement from the previous years' agreement, and that there is a provision for the agreement to continue if there are no major changes; however as SAIT had approved a new agreement by their Board of Governors, ACAD would need to approve this agreement as well.

MOVED by Yves Trépanier and SECONDED by Brad Moore that the Board of Governors approve the renewal of the ACAD/ SAIT Bridging Agreement for a one-year period effective July 1, 2009 to June 30, 2010 as presented.

CARRIED  
Unanimous  
MOTION: 1454

6. **CHAIR'S REPORT**

*Secretary's note: the Chair's report was presented in-camera (item B) at the beginning of the meeting.*

7. **BOARD COMMITTEE REPORTS**

**7.1 Finance and Audit**

Joe Leung, Chair of the Finance and Audit Committee, reported that he will work to orient new members to the Finance and Audit Committee, but since the last meeting with the Office of the Auditor General no business with the Finance and Audit Committee has taken place.

**7.2 Governance**

Yves Trépanier, Chair of the Governance Committee, reported that the work of the Governance Committee in the following months will focus around ensuring ACAD's compliance with the Alberta Public Agencies Act, reviewing and assessing Board effectiveness and developing a work plan around upcoming issues. Mr. Trépanier will follow-up with the Committee to set a date of the next meeting in early to mid January.

### **7.3 Human Resources**

No Human Resources Committee report was presented.

### **7.4 Ad Hoc Relocation Committee**

Brad Moore, Chair of the Ad-Hoc Relocation Committee, reported that the Committee met on December 3<sup>rd</sup>, 2009, developed terms of reference and will work on a fact sheet outlining the progress made on relocation to date. Accompanying this fact sheet would also be a document outlining the messaging regarding relocation status to date. The Committee will also work on an action plan that will outline benchmarks for the Committee for the coming year.

## **8. PRESIDENT'S REPORT**

Lance Carlson, President + CEO of the Alberta College of Art + Design, reported that:

- the first group of paperwork to apply to offer an MFA program was sent to the Minister of Advanced Education and Technology recently. Mr. Carlson thanked David Aldrich for starting the process when he was in the position of Vice-President of Research and Academic Affairs, and he thanked David Aldrich and Denise Mullen's work to assemble the application and to start this first step towards graduate programming at ACAD.
- Richard Alaszkiwicz from Researchworks, the company that has produced the Climate survey for the past two years at ACAD, discussed the last two years' data with the Management and Exempt group recently. Mr. Carlson said that Cabinet will be looking into ways to increase response rates for student completion of the Climate Survey this year, and hopes that the ACADSA President and the Student Representative to the Board of Governors will assist in giving suggestions on how to increase student participation in this survey. The Climate Survey will be started in January, with results expected mid-February.
- Smart Night this year is April 24<sup>th</sup>, 2010 and its speaker will be Chip Heath; Mr. Heath is the co-author of the book *Made to Stick*, and has written a new book, *Switch: How To Change When Change is Hard* which will be the main topic of his discussion at Smart Night. Mr. Carlson continued that Enbridge and Darian Resources have been Genius level sponsors for the past three Smart Nights, but this year an additional Genius Level sponsorship was offered, and this opportunity was accepted by Nexen. Mr. Carlson will be working with the Advancement Division and the Smart Night Co-Chairs to cultivate additional sponsors for the event.
- the Alumni Award of Excellence is annually offered to an outstanding graduate of ACAD and is voted on by the Board of Governors. Mr. Carlson asked Board members if they had an interest to be on the Committee, they should notify the him as soon as possible. The work on this committee would be done mainly in January of next year.
- there has been steady positive progress on the Health and Safety initiatives at ACAD; otherwise, no specific update was appropriate.

## **9. ACAD STUDENT BOARD MEMBER REPORT**

Shane Mahar, the Student Representative to the Board of Governors, reported that ACADSA had their annual general meeting recently, and that, for the first time in 11 years, they had quorum.

Mr. Mahar also reported that the Show and Sale that was held in November went well, although the revenue was down a bit from previous years.

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The last item that Mr. Mahar mentioned was that ACADSA is still in discussions about the future of the cafeteria, and that ACADSA is looking forward to transferring control of this business in the future.

**10. ACAD FACULTY BOARD MEMBER REPORT**

Marty Kaufman, the Faculty Representative to the Board of Governors, reported that it is a busy time of year for faculty while they are doing final critiques of student work and grading.

Mr. Kaufman also wanted to remind Board members of the invitation to the reception in 371 at the conclusion of the Board meeting.

**11. ACAD STAFF BOARD MEMBER REPORT**

Kate Peterson, the Staff Representative to the Board of Governors, first expressed her sadness, on behalf of AUPE, to see that Gary Draper, VP Finance and Corporate Services would be leaving ACAD. On behalf of AUPE, Ms. Peterson thanked Mr. Draper for his work to develop the Health and Safety program within ACAD.

Ms. Peterson also stated that AUPE has a new Joint Consultation format that is a bit less formal than was previously, and that they are hoping that these meetings produce a sense community and enhanced conversation.

Finally, Ms. Peterson reported that AUPE is supportive of the donation drive and the Days of Caring program involved with the United Way campaign at ACAD this year, and is pleased to see that there is interest in this program as well from the membership.

Mr. Jim Peacock, on behalf of the Board of Governors, also thanked Gary Draper, VP Finance and Corporate Services, for all of his hard work and wished Mr. Draper all the best in his future endeavors.

**12. ADJOURNMENT**

MOVED by Yves Trépanier and SECONDED by Joseph Leung that the meeting be adjourned at 5:25pm.

CARRIED  
Unanimous  
MOTION: 1455

<Original signed by Board Chair and President + CEO>

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Jim Peacock, Chair, Board of Governors

Lance Carlson, President + CEO