



Board of Governors
Regular Meeting Minutes
May 25th, 2011

Board Members In Attendance

Daniel Doz
 Marty Kaufman
 Margaret-Jean Mannix
 Roxanne McCaig
 Cynthia Moore
 James Peacock, QC (Chair)
 Kate Peterson (Past)
 Sue Anne Valentine
 Kris Weinmann
 G. Bradley Moore
 Dwayne Prazak (New)

Regrets:

Darren Delichte
 Joseph Leung
 Sheila O'Brien
 Susan Thomas (New)
 Yves Trepanier (Past)

Recording Secretary

Liz Conroy

Resources

Wayne Baerwaldt (CIP)
 David Aldrich (MFA-Self Study)

The Board meeting was called to order at 4:05 pm quorum present and with James Peacock, QC as chair.

1. APPROVAL OF AGENDA

MOVED by Mrs. Margaret-Jean Mannix and SECONDED by Mr. Kris Weinmann that the agenda be approved as presented.

CARRIED
 Unanimous
 MOTION: 1511

2. APPROVAL OF MINUTES

MOVED by Mr. G. Bradley Moore and SECONDED by Mr. Marty Kaufman that the minutes of the February 23rd, 2011 meeting of the Board of Governors be approved.

CARRIED
 Unanimous
 MOTION: 1512

MOVED by Mrs. Cynthia Moore and SECONDED by Mr. Kris Weinmann that the minutes of the April 27th, 2011 meeting of the Board of Governors be approved as amended.

CARRIED
 Unanimous
 MOTION: 1513

3. CONSENT AGENDA

Discussion ensued regarding the presented reports. Mrs. Margaret-Jean Mannix reviewed the Survey letter and advised all need to complete the survey by the end of June 2011. The results will be reviewed at the retreat in September.

MOVED by Mrs. Sue Anne Valentine and SECONDED by Mr. G. Bradley Moore that the Board of Governors adopt the consent agenda, as presented.

CARRIED
 Unanimous
 MOTION: 1514

4. **BUSINESS ARISING**

No items at this time.

5. **ACTION ITEMS**

Mr. James Peacock reviewed the Minister approved changes to the Board of Governors. Ms. Sheila O'Brien, Mrs. Margaret-Jean Mannix, and Mr. James Peacock have been reappointed for a three year term. Mr. G. Bradley Moore is expected to be reappointed in August. Ms. Susan Thomas is the new public board member replacing Mr. Yves Trepanier effective May 18, 2011. Mr. Dwayne Prazak is the new staff representative effective May 13, 2011, replacing Ms. Kate Peterson.

Dr. Daniel Doz and Mr. Wayne Baerwaldt presented an overview of the CIP (Comprehensive Institutional Plan) to be submitted by the College to the Minister before the end of May. The CIP is a new format combining the previously submitted Business Plan and Institutional Access Plan documents.

The Chair pointed out the duplication of one section in the Plan document and the absence of any reference to the Rawlinson Visiting Artist Program.

MOVED by Mr. G. Bradley Moore and SECONDED by Mr. Kris Weinmann that, subject to addressing the comments of the Chair, the Board of Governors approve the Comprehensive Institutional Plan, as presented

CARRIED
Unanimous
MOTION: 1515

6. **CHAIR'S REPORT**

Mr. James Peacock, QC, reported that both he and Dr. Daniel Doz had attended a meeting held by AACTI (Alberta Association of Colleges and Technical Institutes), an umbrella organization representing all the post secondary institutions in the province with the exception of the three large universities and religious institutions. The focus of the session was to review the current leadership contests of the various political parties and discuss how to best position post secondary education as a critical priority for the candidates. The Chair commented that Dr. Doz is active in the association and that this is beneficial to ACAD.

7. **BOARD COMMITTEE REPORTS**

7.1 Finance and Audit

No report from the Finance and Audit Committee was presented. Third quarter report and audit process are currently being completed.

7.2 Governance

The term of Yves Trepanier, the current Chair of the Governance Committee on the Board of Governors, has ended requiring the appointment of a new Chair. Mrs. Margaret-Jean Mannix was proposed by the Chair.

Discussion ensued regarding the necessity of completing an updated Code of Conduct and Conflict of Interest Policy. Mrs. Susan Veenhoven, Director Human Resources, identified these documents as her department's responsibility. Dr. Daniel Doz committed to have these Policies completed by June 30, 2011.

MOVED by Mrs. Sue Anne Valentine and SECONDED by Mrs. Cynthia Moore that Mrs. Margaret-Jean Mannix be appointed the new Chair of the Governors Committee.

CARRIED
Unanimous
MOTION: 1516

7.3 Human Resources

The first annual evaluation of the President, Dr. Daniel Doz, will be completed for review by the Board in September.

7.4 Development Committee

Mrs. Cynthia Moore reported on the success of the Jeanne Beker event at TrepanierBaer Gallery on May 18, 2011.

8. ACAD STUDENT BOARD MEMBER REPORT

Mr. Kris Weinmann discussed the excellent feedback he received regarding the Convocation. A new VP of Student Life, Emma Sacco, has been hired and has started in the position. Ms. Kirsten Giles has been hired as the new Show and Sale Coordinator. The 2011 ACADSA Grad Catalogue is now available for purchase.

9. ACAD FACULTY BOARD MEMBER REPORT

Mr. Marty Kaufman, Faculty Representative to the Board of Governors, advised that the faculty thought the Convocation this year was very good. There was a concern that some of the faculty had difficulty hearing the ceremony from their position on the platform.

10. ACAD STAFF BOARD MEMBER REPORT

Mr. Dwayne Prazak, Staff Representative to the Board of Governors, thanked Ms. Kate Peterson for her service to the Board. He also advised that he has been a staff member since 1985 and is looking forward to serving on the Board.

11. PRESIDENT'S REPORT

Dr. Daniel Doz, President + CEO, advised the Board of Governors of the following matters:

- Mr. David Aldrich and Ms. Marianne Elder will accompany him to a workshop with Minister Weadick scheduled for June 21 in Edmonton.
- Thanks were due to Mrs. Sue Anne Valentine and Mrs. Cynthia Moore for their excellent work with the Jeanne Beker event.
- Successful Convocation. A debriefing with key stakeholders is scheduled for June 2nd, 2011.
- A plan to initiate a work-deadline calendar to highlight the key dates/milestones. To that end, Staff have been requested to provide key dates by the end of July.
- The NASAD follow up report is due this coming academic year.
- Thanks were due to all who worked on the MFA Self Study, especially David Aldrich for his leadership.
- A meeting has been scheduled with administration staff regarding the reconfiguration of the existing administration offices to improve synergy and efficiency.
- In order to launch an effective fund raising campaign – a process to hire a consultant to assist in identifying fundraising reasonable targets has started.

- The development of the Academic Plan is going well, with various group meetings having taken place. A workshop with the 14 department heads was held on May 24 and another workshop with the management team is scheduled for June 6.
- Elizabeth Hay had resigned as Executive Assistant after five years of service.
- His office will prepare an information package for the Board regarding the visit from Minister Weadick to the Board of Governors on June 7, 2011.

12. BOARD PRESENTATIONS

Mr. David Aldrich presented the MFA – Self Study document
 Completion of the self study allows moving to Phase 2 of the MFA process, which is a site visit by the external reviewers scheduled for June 22-23, 2011. There will be a requirement for four or five board members to be available for meeting the external reviewers.

13. END-OF-TERM RECOGNITION

Dr. Daniel Doz, on behalf of the Board of Governors, formally thanked Mr. Marty Kaufman, Ms. Kate Peterson and Mr. Yves Trepanier for their service to the board and presented them each with a gift of a print that was created to celebrate ACAD's 25 years as a freestanding independent institution and 85 years of existence

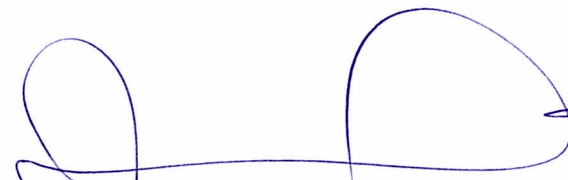
MOVED by Mrs. Cynthia Moore and SECONDED by Mrs. Margaret-Jean Mannix that the Board of Governors formally thank Elizabeth Hay for her years of service.

CARRIED
 Unanimous
 MOTION: 1517

14. ADJOURNMENT

MOVED by Mr. Kris Weinmann and SECONDED by Mr. G. Bradley Moore that the meeting be adjourned at 5:55 pm.

CARRIED
 Unanimous
 MOTION: 1518



James Peacock, QC
 Chair, ACAD Board of Governors



Daniel Doz
 President + CEO, ACAD