



**Board of Governors
Regular Meeting Minutes
October 22nd, 2008**

Board Members In Attendance

Jenny Belzberg
Lance Carlson
Spencer Goldade
Joe Leung
Margaret-Jean Mannix (Chair)
Alison Miyauchi
Brad Moore
Jack Moxness
Jim Peacock
Yves Trépanier

Regrets:

George Gosbee
Sheila O'Brien
Gordon Stollery

Recording Secretary

Elizabeth Hay

Board Members By Phone:

Denise Carpenter

The Board meeting was called to order at 4:25PM with quorum present and with Margaret-Jean Mannix as chair.

1. APPROVAL OF AGENDA

MOVED by Brad Moore and SECONDED by Alison Miyauchi that the agenda is approved as presented.

CARRIED
Unanimous
MOTION: 1397

2. APPROVAL OF MINUTES

MOVED by James Peacock and SECONDED by Jenny Belzberg that the minutes of the September 6th and September 11th meetings of the Board of Governors be approved as amended.

CARRIED
Unanimous
MOTION: 1398

3. CONSENT AGENDA

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

MOVED by James Peacock and SECONDED by Yves Trépanier that the board adopt the entirety of the consent agenda, as presented.

CARRIED
Unanimous
MOTION: 1399

4. BUSINESS ARISING

None at this time.

5. **NEW BUSINESS**

5.1. Approval of Financial Statement

MOVED by Jim Peacock and SECONDED by Yves Trépanier that the Board of Governors approves the Financial Statements (without qualification) submitted by the Office of the Auditor General for the period ending June 30th, 2008 and accepts the Report of Auditor General and Audited Statements to June 30th, 2008.

CARRIED
Unanimous
MOTION: 1400

5.2 Redirection of ACAD Board of Governors Honoraria as of June 30th, 2008

MOVED by Jenny Belzberg and SECONDED by Jack Moxness that the Board of Governors approves the redirection of the 2007-2008 Board Honoraria (totaling \$8600.00 as of June 30th, 2008) so that this amount can be used for academic purposes at the discretion of the President + CEO.

CARRIED
Unanimous
MOTION: 1401

5.3 Internally Restricted Funds

MOVED by Alison Miyauchi and SECONDED by Joseph Leung that the Board of Governors approve moving a portion of the 2007-2008 operating surplus to Internally Restricted funds, as noted in Note 12 of the Audited Financial Statements.

CARRIED
Unanimous
MOTION: 1402

6. **CHAIR'S REPORT**

No report at this time

6.1 AACTI Membership Expansion

Lance Carlson outlined the discussion of the documents, and discussion ensued.

MOVED by Jenny Belzberg and SECONDED by Jim Peacock that the Board of Governors supports, in principal, the decision for AACTI to open up membership based on the documents presented and based on a poll of individual board members' to .

CARRIED
Unanimous
MOTION: 08/09 1403

7. **BOARD COMMITTEE REPORTS**

7.1 Finance and Audit

Joe Leung, Chair of the Finance and Audit Committee stated that the session with Office of the Auditor General was productive, that the Finance and Audit Committee has approved a work plan will be retyped and attached to the notes of the Finance and Audit Committee once it is finalized.

7.2 Governance

Yves Trépanier, Chair of the Governance Committee, stated that the Committee met late September.

Board Chair Search

Mr. Trépanier stated that in the Governance meeting that was held in September, the Committee discussed the search for a new Board Chair and they developed language for the ad that will be placed on October 31st. The Board Chair competition closes on November 14th.

Lance Carlson added to this report, that the process for the Board Chair search involves the province placing the ads (one for a public member, one for the Board Chair), people apply, the Province will provide applications and a screening report, recommendations go to the Governance Committee, and the Board Chair and President make a recommendation to the Ministry of Advanced Education and Technology. Mr. Carlson continued that the Governance Committee has and will approach people that they feel are good prospects for the position; part of this process also involves talking to the MLAs and Minister of Advanced Education and Technology. Finally, the recommendation from ACAD goes to a Cabinet meeting and then Minister Horner announces the appointment through the Ministerial Order process.

Policy Update

Mr. Trépanier discussed the policy update process and explained that Trudy Gahlinger has shortened the list of policies from 80 to 20; at the last Governance meeting it was decided to do all at once rather than splitting up the package of policies. Mr. Trépanier continued that the final draft version will go to the Governance Committee for review and then go to the Board for final approval.

Work plans

Mr. Trépanier continued that it is the wish of the Governance Committee to see a work plan from all committee; Mr. Trépanier thanked the Finance and Audit Committee for confirming their work plan.

Vice-Chair

In light of the search for a new Board Chair, the Mr. Trépanier stated that it was the Governance Committee's hope that a Vice-Chair could be nominated to help transition between the outgoing Board Chair and the new Board Chair.

MOVED by Joe Leung and SECONDED by Spencer Goldade that the Board of Governors appoint Yves Trépanier as Vice-President for the Board of Governors until such time as a Board Chair is appointed; in this time Jim Peacock will assist with the role of Chair of the Governance Committee as needed.

CARRIED
Unanimous
MOTION: 1404

7.3 Human Resources

Report will be given at next Board meeting.

8. PRESIDENT'S REPORT

Lance Carlson first introduced some new members to the staff, Kelly Bakhtiar who will be filling in for Michelle Madley, Interim Director of College Advancement and Anne-Marie Dorland who is the new Director of Communications and comes from Karo Design.

President Carlson thanked the Board for the reception on October 15th.

Health and Safety

ACAD was granted an Accessibility Grant \$524,000; President Carlson went on to discuss the specifics of this grant and how it is being spent.

What have we done?

President Carlson introduced a document that was produced at the end of the cabinet retreat that listed all of the larger accomplishments in the past four years.

Training and Development

President Carlson explained the current status of the Professional Development initiative; in summary:

- Project Management course was held in September/ October of this year, and was well-attended
- A 2nd phase of the Writing course will be developed
- Specific Technology training will be launching shortly

IKG Publications

President Carlson stated that he had granted IKG \$50,000 for publications last fiscal year, and as well granted this for the current fiscal year.

Stirring Culture

President Carlson clarified that Stirring Culture wouldn't take place this year, but takes place every other year. President Carlson added that he spoke with Jean-Daniel Lafond and talked of ACAD maybe coproducing a Stirring Culture at Rideau Hall (part of Art Matters); President Carlson added that discussions will continue.

Government Relations

Lance Carlson was invited to sit on a commission to look at platform for K12 education in the province, going to Cabinet as a group appointment and President Carlson will know in the next while whether he will be invited to join.

Jim Peacock had a question regarding progress item 2 on the "What have we done" document, specifically regarding the student laptop initiative and the cost of the laptops to the students. President Carlson answered that a task force from sectors across college was appointed and would consider how funding could assist students.

9. ACAD STUDENT BOARD MEMBER COMMENTS

Spencer Goldade reported that in the retreat beginning of the year there was talk of the NASAD report, and that students would be given more of a presence on the ACAD website, where Mr. Goldade is glad that this will be incorporated into the new website. Mr. Goldade continued that there was some discussion of the involvement of an Alumni member in the Board; Mr. Goldade requested that the Governance Committee keep discussions around that topic active.

10. ACAD FACULTY BOARD MEMBER COMMENTS

Alison Miyauchi had no report to give to the Board at this time.

11. ACAD STAFF BOARD MEMBER COMMENTS

Jack Moxness stated that staff remains committed to the work going on and that the staff were enjoying participation on various committees that are taking place in the College.

12. ADJOURNMENT

MOVED by Alison and SECONDED by Jim that the Board of Governors adjourns its meeting at 5:15pm.

CARRIED
Unanimous
MOTION: 1405

Original Signed by G. Gosbee

Original Signed by L. Carlson

George F.J. Gosbee, Chair, Board of Governors

Lance Carlson, President + CEO

Date

Date
