

## Canadian Association of Fine Arts Deans

### Minutes of the Annual General Meeting York University – Executive Learning Centre Saturday, Oct 13, 2007 – 11:30 a.m.

#### 1. Call to Order (B. Louder )

#### 2. Minutes of 2006 AGM

It was **MOVED** (M Binkley) and **SECONDED** (C. Wild) that the minutes be accepted as circulated.

**CARRIED.**

#### 3. Business Arising

There was no business arising.

#### 4. Notice of New Business

Two items of new business were added:

- 1) CAFAD Manager
- 2) Letter to SSHRC

#### 5. Chair's Report

Chair Barbara Louder welcomed attending Deans. She thanked Phillip Silver and his colleague Brigitte Kleer for organizing an excellent event which included an extensive tour of York's first rate facilities. Chair Louder noted that Dr. Bruce Brown was an excellent choice as keynote speaker and resource person.

Phillip Silver commented on the value of attending ELIA conferences.

#### 6. Financial Report

Secretary/Treasurer David MacWilliam presented the annual statement of operations and budget as prepared by Mary Hughes.

It was **MOVED** (A. Calvert) and **SECONDED** (C. Wild) that the Statement of Operations for the 2006-2007 year be accepted.

**CARRIED.**

Reserve Fund stands at nearly \$7,000. Staff was asked to try and find a better interest rate for these funds. Some of this money could be allocated to the Data project.

It was **MOVED** (C. Wild) and **SECONDED** (M. Binkley) that the Budget for the 2007-08 year be accepted.

**CARRIED**

#### 7. Manager's Report

Mary Hughes reported that over the past year, 26 institutions contributed news to the newsletter, and also that 21 institutions used the employment referral service at some point, although the number of positions available was down from 68 to 46.

#### 8. Old Business

##### a. Data Project –Sheila Petty

Sheila Petty thanked the 17 institutions who contributed to the first round and thanked Mary who co-ordinated the project and assembled the material. She agreed the template needs fine tuning, but suggested that the task that she and Colleen Skidmore had undertaken was complete – i.e. to launch the project.

Lionel Walsh commented that the Council of Ontario University Theatre Programs has spent 6 years creating a template that produces a homogeneous response.

Marian Binkley noted the differences between departments are profound. She suggested perhaps one discipline be surveyed each year. The One size fits all template doesn't work really well for any discipline.

It was suggested the template could be created as a fillable data base.

Members agreed to re-open the process, inviting more participation, with a deadline of December 31<sup>st</sup>.

There was discussion as to how to proceed to analyze the material. Phillip Silver suggested that it might be a project for a student in the Arts Administration program at the Schulich School of Business, now headed by Joyce Zemans. Ann Calvert has a possible candidate for the job, someone who could perhaps work with refining the templates as well as doing the analysis. She suggested that financing this might come from a special levy, as well as from the reserve fund.

It was **MOVED** ( L. Walsh) and **SECONDED** (D. Roy) that the Executive be empowered to proceed with preparing a brief for a statistician or analyst to work with the data on hand as of January 2008, with a budget of up to \$1500 without further consultation with the membership, and to make recommendations regarding formatting the information in the format most useful to CAFAD. **CARRIED**

## 9. New Business

### 1. CAFAD Management

In recognition of the expectation that Mary Hughes plans to retire in a year or two, It was **MOVED** (B. Lounder) and **SECONDED** (P. Silver) that the executive be asked to research management options and bring their recommendations to next year's AGM. **CARRIED**

### 2. Letter to SSHRC

It was **MOVED** (B. Lounder) and **SECONDED** (A. Calvert) that David MacWilliam and Catherine Wild prepare a letter from the chair of CAFAD to SSHRC outlining CAFAD's concerns. **CARRIED**

## 10. CAFAD Conferences - 2008

Marian Binkley ( Dalhousie) and Barbara Lounder ( NSCAD) proposed they consult their universities about joint-hosting the 2008 CAFAD AGM in Halifax.

## 11. Elections

It was **MOVED** (B. Lounder) and **SECONDED** (C. Wild) that Sheila Petty be nominated for the position of Chair for two years. There being no further nominations, Dr. Petty was elected.

It was **MOVED** (B. Lounder) and **SECONDED** (M. Binkley) that Isabelle McKee-Allain be nominated for the position of Eastern Rep for two years. There being no further nominations, Dr. McKee-Allain was elected.

It was **MOVED** (B. Lounder) and **SECONDED** (R. Prince) that David MacWilliam be nominated for the position of Western Rep for two years. There being no further nominations, David MacWilliam was elected.

It was **MOVED** (B. Lounder) and **SECONDED** (A. Calvert) that Catherine Wild be nominated for the position of Secretary/Treasurer for two years. There being no further nominations, Dr. Wild was elected.

## 12. Adjournment

Ann Calvert thanked Barbara Lounder for her years of service as Chair. There being no further business, the meeting adjourned at 12:30 p.m.

Respectfully submitted, Mary Hughes, Manager

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Mary Hughes, Manager

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Sheila Petty