

**Canadian Association of Fine Arts Deans**  
**Draft - Minutes of the Annual General Meeting**  
**Port Campus – NSCAD University**  
**Saturday, Oct 4. 2008 – 10:00 a.m.**

**Attending:** Chair, Sheila Petty, Paul Hess, Bryan Gillingham, David MacWilliam, Bob Wood, Barbara Lounder, Marian Binkley, Ann Calvert, Edmund Dawe, Tim Fort, Christine Holzer-Hunt, Daniel Doz, Betsy Boone, Denise Roy, Tom Gordon, Hans vanderLeest, Desmond Rochfort, Peter Stoicheff, Sabrina Kehoe, Brian Parkinson, Gillian Mothersill

1. **Call to Order** – Chair Sheila Petty called the meeting to order at 10:05 a.m.

2. **Minutes of 2007 AGM**

It was **MOVED** (B. Gillingham) and **SECONDED** (D. Roy) that the minutes be accepted as circulated.

**CARRIED**

3. **Business Arising**

Management: Chair Petty reported that Manager Mary Hughes will stay with CAFAD for another year.

4. **Notice of New Business**

Two items of new business were added:

- 1) Change of Name in French
- 2) Professional Development for Deans
- 3) Barbara Lounder – Motion re SSHRC

5. **Chair's Report**

Chair Sheila Petty welcomed attending Deans and thanked NSCAD University and Dalhousie University for hosting a great event. Special thanks to Christine Holzer-Hunt, Kenn Honeychurch, President David Smith, Marian Binkley and her staff.

Chair Petty outlined a list of the top ten issues facing fine arts administrators:

1. Keeping up with the changing landscape – balancing tradition and innovation
2. Dealing with risk vs. stability
3. Student recruitment and retention – knowing how our students see us
4. Faculty recruitment and retention
5. Ensuring we're on the agenda of local, provincial and federal politicians
6. Making our profiles international
7. Grow the pool of graduate students; create tailor made programs
8. Tuition paradox
9. Support for the arts
10. Research ethics' issues

6. **Financial Report**

Secretary/Treasurer Catherine Wild presented the annual statement of operations and budget prepared by Mary Hughes.

It was **MOVED** (C. Wild) and **SECONDED** (A. Calvert) that the Statement of Operations and Budget for the 2007-08 year be accepted.

**CARRIED**

7. **Manager's Report**

Mary Hughes reported that fewer institutions have circulated jobs this year and asked if this might be because the service isn't as useful as it might be for some reason. Several deans said that the format of emailing text of positions available works well.

Mary explained that further to the instructions of the AGM last year, she'd looked into other types of investments for the reserve fund, but that pending expenses for our guest speaker this year, had decided not to lock in \$5,000, which was the Bank of Nova Scotia's minimum for a higher interest rate.

The Data Project took many hours to format, and resulted in a 174 page PDF version which was not printed. This accounted for the overrun on administrative costs for the year.

## 8. Old Business

### a. Data Project –Sheila Petty

With the deadline extended, the project finished with 18 participants out of 46 members. No action was taken on the Motion from 2007: “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**

There was general discussion as to difficulties of making valid comparisons, and the idea of finding a single question relevant to all was suggested.

Tim Fort referred to the COUTP survey saying the data has been useful for lobbying. He suggested that standard questions could be: number of students, retention numbers, number of full time faculty and sessionals. Plus a few specific questions, i.e. sessionals' salaries, or the number of sculpture studios, or the sizes of auditoria.

Several deans said they had made good use of the data in preparing presentations to their university administrators. (Bob Wood, Ann Calvert, Tom Gordon)

Catherine Wild suggested everyone find out what their respective universities have in terms of this information through their institutional planning offices as well as determining what one’s specific disciplinary association might have in terms of data. Mary will circulate the original survey to assist with this effort.

Catherine Wild, Tom Gordon and Sheila Petty agreed to meet with their institutional planners to research what help might be available and try to report on this by the end of October.

## 9. New Business

### 1. Change of Name of Association in French

It was **MOVED** (T. Gordon) and **SECONDED** (B. Parkinson) that the name of the Association in French be changed to: : L’Association canadienne des doyennes et doyens des beaux-arts. **CARRIED**

### 2. Professional Development for Deans

Catherine Wild spoke about using the annual CAFAD meeting for professional development programming. In particular she suggested the meeting consider inviting people ( Lillas Hatala and Linda McCann) who do a leadership development workshop. The cost would be \$1500 plus their expenses.

Other issues to consider for program items could be: enrolment management, embedding interdisciplinarity in undergraduate curricula, fostering cross-institutional partnerships, and copyright issues.

David MacWilliam pointed out that there is a draw on the reserve fund this year to pay for yesterday’s presentation ( Jan Nolan) but that can’t go on indefinitely. The question is whether deans are willing to pay significantly higher conference registration fees. An increase in membership fees could also be used to cover the cost of conference planning.

It was **MOVED** (D. MacWilliam) and **SECONDED** ( D. Roy) that the executive review membership and conference registration fees and go to the membership with a proposal to deal with paid speakers and data project initiatives. **CARRIED**

3. Barbara Lounder Motion

It was **MOVED** ( B. Lounder) and **SECONDED** ( B. Gillingham) that the Chair, in consultation with the executive, continue with efforts to write to and meet with appropriate people at SSHRC regarding Research/Creation grants. **CARRIED**

**10. CAFAD Conferences - 2009**

Sheila Petty and the University of Regina are willing to host the conference in 2009. All agreed it was timely to hold the event in the west. On behalf of the University of Lethbridge, Brian Parkinson also offered to host the conference at his institution and that will be considered for 2010.

It was **MOVED** (B Lounder) and **SECONDED** (D MacWilliam) that the CAFAD meetings go to the University of Regina in 2009 and that consideration be given to the University of Lethbridge for 2010.

**CARRIED**

**12. Adjournment**

There being no further business, the meeting adjourned at 11.20 a.m.

Respectfully submitted, Mary Hughes, Manager