

Record of Meeting 7.0
Faculty of Architecture Endowment Fund Committee
5:00 p.m., Monday, March 13, 2017
Faculty Lounge, 201 Russell Building

Present: John Petersmeyer (chair), Jonathan Beddoes (interim dean), Lisa Landrum (faculty rep), Lynn Chalmers (faculty rep), Manfred Schulz (alumni/vice chair), Mackenzie Swope (undergraduate student rep), Cornie Friesen (incoming undergraduate student rep), Matthew Robinson (graduate student rep), Monica Giesbrecht (professions rep), Janelle Harper, (graduate student rep), Philippa Alexiuk (recording).

Regrets: L. Asher (Donor Relations), Stephen Borys (Friend of the Faculty)

NOTES

7.0 Introductions

The Chair called the meeting to order and introductions were made around the table. There were five of the ten voting members present, with an additional two to arrive late. The Chair noted that after subtracting the Fall award allocation of \$4,750, the total amount available to allocate today is \$86,600. The sixth and seventh voting members arrived by 5:30 p.m., making quorum.

7.1 Approval of Agenda

The Agenda was approved as distributed.

7.2 Approval of Record of Meeting

Per item 6.4, “, further discussed and dollar values were adjusted accordingly.” will be added to follow “assigned dollar values”.

The individual project deliberations are confidential but the committee provides feedback to each applicant on their proposal. The meeting notes are posted on the Faculty website.

7.3 Review of Allocation Process

Decision making will be held in Closed Session.

- .1 Grant proposals will be reviewed and discussed.
- .2 Grant proposals would be ranked:
1-low, 2-medium, 3-high and scores added up.
- .3 Dollar amounts would then be assigned to grant proposals, anywhere from zero dollars to the full amount requested, based in part on the priority submissions determined by the total point rankings.

7.4 Review of methodology for decision making

The Chair commented that all discussion of the applications remains confidential. Each project will be discussed and then ranked, based on the 1-3 points outlined above. The Chair added that the actual percentages of available funds awarded among the various categories will remain flexible.

7.5 Submission Review and Adjudication: Closed Session

7.6 Outgoing Chair Remarks

John Petersmeyer thanked the entire EF Committee for their support over the past 2 years, and in particular he acknowledged the great management support that Philippa provides for all aspects of the two EF RFP's: meeting scheduling, meeting notes, posting the RFP, handling all communication with proponents, and also providing a key continuum over the years, which aids the EFC in its deliberations. John led the committee in a round of applause to thank Philippa for her wonderful support.

John also noted his pleasure in being part of the strategic planning process 3 years ago, which implemented a number of key TOR revisions: reducing the number of representatives and ensuring that each category of rep was no longer responsible for their discipline but represented the best interests of all disciplines, the increase in student representation, adding a fall RFP to provide additional lead time and flexibility to proponents, reducing rep terms while allowing for the 'staggering' of new appointments for continuity of experience, all of which became the key revisions proposed by the sub-committee and ultimately approved by the full EFC, which have served to update the EFC processes.

Going forward John said he hoped that the Dean, the Chair, and the Donor Relations Rep might meet once a year to strategize how the 'case' for donating to the EF, can be communicated to potential donors. He noted that while faculty members apply to the Endowment Fund for Awards, they don't typically consider it a priority for their own donations, such that going forward, he hoped they and others, could be encouraged to give to the Endowment Fund. The Interim Dean commented that faculty members are approached annually to give and typically, faculty donations are towards student scholarships and bursaries (as is typical for alumni donations as well). To increase Fund awareness, it was suggested to: introduce the event as supported by the EF, possibly encourage donations to increase the EF, and perhaps "pass the hat" for donations, all of which would be designed to increase a wider awareness and support of the EF, and he hoped the Fund would reach \$100,000 in available award funds the following year.

In closing, John stated his preferred definition of **Architecture- as the Art, Science, and Business of Buildings**. Since architects are not typically well-versed in business areas, he noted his particular pleasure that Manny Schulz had agreed to join the EFC and now was being introduced as the Chair. He indicated his complete confidence that the new Chair would provide a unique

business leadership skillset to the committee, and hoped that Manny would lead a further EF strategic review process, to ensure it's continuing relevance to the FOA.

7.7 Incoming Chair Remarks

Manny Schulz thanked John for his kind words and also for leading the Endowment Fund Committee over the past two years and prior to that, taking a lead role in updating the committee to its present structure. Manny led a round of applause.

Manny thanked the Committee for supporting his appointment as Chair and noted that he is looking forward to working with the Committee for the next few years.

7.8 Endowment Fund Membership Changes

Alumni Representatives: Heather Smith's name has been put forward to serve as Vice Chair 2017-2019. A brief bio was previously circulated to the committee.

Moved by M. Giesbrecht, seconded by J. Harper that Heather Smith be appointed Vice Chair. **Carried.**

Undergraduate and Graduate Student Representatives: Names of representatives will be submitted to Philippa by the end of September 2017.

Professional Association Representatives: Names from Manitoba Association of Architects and Manitoba Professional Planners Institute will be submitted to Philippa by early September 2017. The terms will be for 1 year and for 2 years. Monica Giesbrecht has agreed to serve for an additional year to stagger the incoming terms.

Faculty: Manny thanked Lisa Landrum for her service over the past two years. The new faculty representative will be voted in by Faculty Council in May, 2017.

Friend of the Faculty: Members are encouraged to submit names to Philippa asap.

7.9 Endowment Fund Committee Schedule (2016/2017)

A Fall RFP will go out and the Endowment Fund Committee will meet in early December, 2017 to adjudicate. Dates TBA.

7.10 Other Business

.1 Motion to approve the extension of the project completion date to March 1, 2018: Thunderbird House Community Garden project. **Moved** by J. Giesbrecht, seconded by L. Chalmers. **Carried.**

.2 Motion to approve expenditure of \$250 balance of funding for Rainbow Community Garden. **Moved** by L. Landrum, seconded by M. Swope. **Carried.**

.3 It was noted that the Status Report for Ditchball did not contain any budgetary information. J. Harper will locate the receipts from 2016 and will submit for inclusion with the report record.

7.11 Adjournment

The meeting adjourned at 8:20 p.m.