Record of Meeting 9.0  
Faculty of Architecture Endowment Fund Committee  
5:00 p.m., Monday, April 2, 2018  
Faculty Lounge, 201 Russell Building

Present: Manfred Schulz (chair), Heather Smith (alumni/vice chair), Paula Sancho (undergraduate student rep), Anna Thurmayr (faculty rep), Natalie Lagasse (graduate student rep), Janelle Harper (graduate student rep), Monica Giesbrecht (professions rep), Cornie Friesen (undergraduate student rep), Harry Finnigan (professions rep), Lynn Chalmers (faculty rep), Jonathan Beddoes (dean), Laura Asher (donor relations), Philippa Alexiuk (recording).  
Regrets: Mackenzie Swope (undergraduate student rep).

9.0 Introduction - The Chair called the meeting to order at 5:10 p.m. Introductions were made around the table. There were seven voting members present. The eighth and ninth voting members arrived at 5:25 p.m.

9.1 Approval of the Agenda – The agenda was approved as circulated.

9.2 Review of Allocation Process – The chair reviewed the application summary that was circulated noting the funding available for today’s allocation.

There is a total of $106,679 available for disbursal from the 2018/2019 Endowment Fund ($99,166 spending allocation plus $7,513 unspent capital). With the allocations made in December, 2017, that leaves a total of $76,544 available for disbursal today. The decision today will be whether any of the current submissions will receive a portion of those funds. There were a total of $115,941 in funding requests made in the current submissions, making a variance of minus $39,397. Therefore, not all projects may be fully funded.

9.3 Review of Methodology for Decision Making – In the first round, the Committee will go down the list and each committee member will weigh in on each submission and whether it meets the Proposal Assessment criteria outlined in the EF Terms of Reference. Next, committee members will rank each submission using 3 (strong), 2 (medium), 1 (weak), 0 (poor). Finally, dollar values will be assigned to those projects approved for funding, and then voted on.

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

9.4 Submission Review and Adjudication – In camera.
2018/2019 funding results are available at:

http://umanitoba.ca/faculties/architecture/facstaff/220.html

9.5 Endowment Fund Committee Changes
The Chair noted that this is the final meeting for several members of the Endowment Fund Committee (EFC): Professional representative Monica Giesbrecht (MALA) is finishing her term with the EFC. The Chair thanked Monica for her years of service on the EFC – Monica began as a professional representative in 2014 and continued as a valued EFC member since its restructuring in 2015. Robert Eastman from the MAA will join the EFC as a professional representative in Fall 2018.

Professor Lynn Chalmers is finishing her term and Professor Anna Thurmayr will be away on leave next year. New faculty member reps will be voted in by Faculty Council in May.

Student representatives Natalie Lagasse (CP), Janelle Harper (LA) and Mackenzie Swope (ED) will be graduating this spring so Philippa will contact the student leadership for the names of the new student representatives (graduate and undergraduate) to be appointed this Fall.

The second professional representative, Harry Finnigan (MPPI), joined the EFC this past Fall and will serve on the EFC until after the March/April 2019 deliberations.

9.6 Endowment Fund Committee Schedule (2019/20)

Proposed Schedule for 2019/20 – To be confirmed

First Term Call for Proposals Submission Deadline: Friday, November 16, 2018
First Term Endowment Fund Adjudication Meeting: 5:00 p.m., Tuesday, December 4, 2018
First Term Applicants notified of results: Tuesday, December 18, 2018

Second Term Call for Proposals Submission Deadline: Friday March 1, 2019
Deadline for 2017/18 Activity Reports due Friday, March 1, 2019
Second Term Endowment Fund Adjudication Meeting: 5:00 p.m., Tuesday, March 19, 2019
Second Term Applicants notified of results: Friday, March 29, 2019

2019/20 Funds Available beginning April 1, 2019

9.7 Other Business
Laura Asher noted that Donor Relations is willing to work with the students to coordinate a funding request to corporate donors – it would be one package to support multiple events throughout the year.

9.8 Adjournment
The meeting adjourned at 8:00 p.m. with the Chair thanking all for their participation.