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May 14, 2019

Ms. Christina Zacharuk, President & CEO  
PSEC Secretariat  
2<sup>nd</sup> Floor, 880 Douglas Street  
Victoria, BC V8W 2B7  
via email: [Christina.zacharuk@gov.bc.ca](mailto:Christina.zacharuk@gov.bc.ca)

Dear Ms. Zacharuk:

I confirm that the information included in the attached report accurately states the executive compensation paid out in fiscal 2018/2019 to the President + Vice-Chancellor and all qualifying Vice Presidents, which includes those in receipt of salaries over \$125,000, and is in compliance with the compensation plans approved by PSEC.

Yours truly,

A handwritten signature in black ink, appearing to be 'Kim Peacock', written in a cursive style.

Kim Peacock  
Chair, Board of Governors

/Attach



At Emily Carr University of Art + Design, we strive to foster an environment of creativity built upon a culture of critique. We achieve this by challenging current socio-political boundaries through contemporary art and design, and through the exploration of research opportunities in the areas of art, design and digital media. In doing so, we aim to deliver high-quality programs and educational opportunities to students on an international scale.

As such, we believe in providing our administrators with support and rewards in recognition of their tireless dedication to the advancement of the university. In return, the university expects staff to embrace the values of the organization and deliver excellence in their area of expertise.

Our total compensation program is thus an instrument to attract and retain the best talent, and provides a mechanism to reward excellence in administrative staff performance. Furthermore, the philosophy has been designed in a manner that promotes the responsible use of public and private funds, in accordance with the Taxpayer Accountability Principles, for the provision of academia, research and community engagement.

### GUIDING PRINCIPLES

The university has adopted the following principles, which in turn shall form the foundation for the refreshed philosophy:

- **Performance**

To support and promote a performance-based (merit) organizational culture.

- **Differentiation**

Allow for differentiation of salary where there are differences in the scope of the position within an organization, and/or due to superior individual team contributions.

- **Accountability**

To ensure that compensation decisions are objective and based upon a clear and well documented business rationale that demonstrates the appropriate expenditure of public funds.

- **Transparency**

To enable a program that is designed, managed and communicated in a manner that ensures the program is clearly understood by employees and the public while protecting individual personal information.

Based upon the core principles outlined above, the following refreshed compensation philosophy endeavors to outline a framework that meets the needs of government, while upholding the values and culture of the university.

### OUR TOTAL COMPENSATION

The university compensates the excluded administration through the following key elements:

- 1 **Direct Compensation**

The university offers direct compensation in the form of a base salary. The base salary is internally equitable in relation to the value of each role; and externally competitive compared to the advanced education sector and as it relates to art and design, on a national and international scale, and other relevant comparators.

- 2 **Monetary Benefits**

The university provides benefits for the security and protection of the employee and their families.

- 3 **Career Development**

The university provides a variety of avenues for career and professional development, and believes in the value of investing in the advancement of staff within the university, art and culture communities.

**4 Work Life Balance**

The university recognizes the need to promote wellness among staff and invests in a number of programs to help staff achieve a healthy balance between work and personal demands.

**5 Target Pay Positioning**

The universities' total compensation program is targeted at the 50th percentile of our comparator groups.

**6 Sustainability**

Our total compensation programs are designed and administered in a fiscally responsible manner that ensures costs are affordable and sustainable over time.

**7 Governance and Administration**

The Board of Governors is responsible for approving our overall compensation philosophy and programs. The executive team is responsible for the day to day oversight and administration of the programs.

Emily Carr University of Art and Design

Summary Compensation Table at 2019

Name and Position	Salary	Holdback/Bonus/ Incentive Plan Compensation	Benefits	Pension	All Other Compensation (expanded below)	2018/2019 Total Compensation	Previous Two Years Totals Total Compensation	
							2017/2018	2016/2017
Ronald Burnett, President and Vice-Chancellor	\$ 201,163	-	\$ 6,804	\$ 14,276	\$ 17,889	\$ 240,132	\$ 263,345	\$ 253,018
Gillian Siddall, President + Vice-Chancellor	\$ 153,270	-	\$ 6,804	\$ 15,710	-	\$ 175,784		
Michael Clifford, VP Finance and Administration	\$ 157,999	-	\$ 3,679	\$ 11,491	\$ 30,394	\$ 203,563	\$ 199,373	\$ 191,740
Adrian Tees, Associate Vice-President	\$ 138,743	-	\$ 9,960	\$ 14,997	\$ 16,282	\$ 179,982	\$ 154,030	
Bonne Zabolotney, VP Academic + Provost	\$ 155,329	-	\$ 10,699	\$ 17,348	\$ 20,251	\$ 203,627	\$ 187,896	\$ 183,860

**Summary Other Compensation Table at 2019**

<b>Name And Position</b>	<b>All Other Compensation</b>	<b>Severance</b>	<b>Vacation payout</b>	<b>Leave payout</b>	<b>Vehicle / Transportation Allowance</b>	<b>Perquisites / other Allowances</b>	<b>Other</b>
Ronald Burnett, President and Vice-Chancellor	\$ 17,889	-	-	-	\$ 9,000	\$ 3,714	\$ 5,175
Gillian Siddall, President + Vice-Chancellor	-	-	-	-	-	-	-
Michael Clifford, VP Finance and Administration	\$ 30,394	-	\$ 7,079	-	\$ 7,200	-	\$ 16,115
Adrian Tees, Associate Vice-President	\$ 16,282	-	\$ 8,712	-	-	-	\$ 7,570
Bonne Zabolotney, VP Academic + Provost	\$ 20,251	-	-	-	\$ 5,000	-	\$ 15,251

**Notes**

Ronald Burnett, President and Vice-Chancellor	<b>General Note:</b> Dr. Burnet is on sabbatical/Vacation/PD leave from September 1, 2018 to July 31,2019. <b>Perquisite/Other Allowance Note:</b> Unreceipted Benefits Payment <b>Other Note:</b> Teaching Contract - \$18,918 annualized (\$5,175 was paid prior to Dr. Burnett commencing his sabbatical leave)
Gillian Siddall, President + Vice-Chancellor	<b>General Note:</b> This is the first year for disclosure as a named executive officer. Dr. Siddall date of hire was September 1, 2018
Michael Clifford, VP Finance and Administration	<b>Other Note:</b> Payment in lieu of sabbatical accrual - \$11,000; LTD Allowance - \$3,000; \$2,115 for one month of co-acting pay from when Dr. Burnett left the role as President and prior to Gillian Siddall's commencement as President.
Adrian Tees, Associate Vice-President	<b>Other Note:</b> Acting Pay for temporarily assuming responsibility for the Counselling, Wellness and Accessibility Services unit of the university while our Student Services unit under goes a comprehensive structural review.
Bonne Zabolotney, VP Academic + Provost	<b>Other Note:</b> \$13,136 to assuming additional teaching responsibilities above and beyond her VP Academic contract; \$2,115 for one month of co-acting pay from when Dr. Burnett left the role as President and prior to Gillian Siddall's commencement as President.