CARLETON UNIVERSITY

Minutes of the 169th Meeting

of the

BOARD OF GOVERNORS

Time: Thursday, September 23rd, 1965 at 12:45 p.m.
Place: The Board Room - H.S. Southam Hall

PRESENT: His Honour Judge C.C. Gibson, Chairman, Mr. G.E. Beament, Mr. V.S. Castledine, Mr. D.M. Coolican, Dr. A.D. Dunton, Mr. C.F. Elderkin, Mr. R.D. Frayne, Mr. C.H. Hulse, Mr. A.M. Laidlaw, Mr. A.B.R. Lawrence, General H.F.G. Letson, Dr. C.J. Mackenzie, Mr. John G. Ratz, and Dr. R.G. Robertson. Also Present: Mr. F.J. Turner

MINUTES: It was agreed that the minutes of the previous (167th and 168th) meetings be approved as distributed.

AMENDMENT - MINUTES OF 166th MEETING: At Mr. Turner's request, it was agreed that Page 1256 of the 166th meeting be renumbered Page 1258, and that the two associated following pages containing authority to create debenture be numbered 1256 and 1257.

REPORT OF THE BUILDING COMMITTEE: The minutes of the 84th meeting of the Building Committee were circulated with the notice of meeting, and General Letson gave an oral report of the 85th meeting held just prior to the Board meeting. (A copy of the minutes of the 84th and 85th meetings are attached to the original of these minutes.)

It was agreed that the following recommendations of the Building Committee be approved:

1967 Residence Complex - that the architect continue his work on the construction drawings for the Residence Building, but that decision be deferred on the proposal of separate contracts for the two buildings until the food services study is complete.

Food Services - that the obtaining of a report on centralized food services be approved.

Arts II Building - that authority be given to call tenders, subject to minor revisions by University officials, the tenders to be called on alternative bases - for completion in 1967 and in 1968.

Services to Arts II Building - that tenders be called on services and roads.

Absorption Units - that the pre-tendering be approved.

Preliminary Report - DeLeuw Cather & Co. of Canada Ltd. - that the preliminary report be received and that work proceed on sections GK (from the underpass to the Arts II Building) and GH (from present crossing at west side of tracks to the river) with section GK constructed to the minimum suitable slope. The estimated cost of road GK was $36,000 and of road GH $5,000.

- that the road bed be put in to four lane width in section ABC (on top of rock fill from Sunnyside to Bronson, east side of the tracks to the present crossing) and that the elevation be held down until the final elevation is set and until the construction of the overpass is in fact approved, the road to be completed after the final report is received. The estimated cost of this part of the work was $19,000.

Tory Building -

Biology - 6th Level Conversion - that the work be incorporated in the tender documents for the conversion of the 3rd and 4th levels, and that tenders be called.

3rd and 4th Level Conversion - that tenders be called - expenditure of an estimated $500,000.

Growth Chambers - Biology - expenditure of about $2,100 for lights, ventilation, and furniture in existing Growth Chambers.

Distilled Water Supply - expenditure of $218 for a storage tank.

Biology Greenhouses - that authority be given to prepare preliminary plans, using Scheme 1, subject to approval by the Design Control Committee.

1965 Residences -

Furniture - expenditure of $6,560.64 for furniture for Study Rooms.

Drapes - expenditure of $2,868.00.

Renfrew House - Changes to Administration Area - expenditure of $3,500.

Removal of Tree - Parking Lot Behind Lanark House - expenditure of $325.

Physics Building - expenditure of $8,000 (est) to provide large lecture room now instead of in the second stage, and an expenditure of $5,123.05 for a number of changes (previously approved as Field Order #3, est. at $5,000.)
Alterations - Tunnel in front of Tory Building; Fifth Level, Library; Renfrew House - contract be awarded to Uni-Form Builders at their tender price of $14,573.
Parking Lot Barriers - expenditure of $1,485.
Faculty Dining Room - University Commons - expenditure of $7,500 approved in principle.
Furniture - Maintenance Building - contract awarded to the second-low bidder as the low bidder was unable to supply a satisfactory sample. Additional expenditure of $830.
Bridge Over the By-Wash - expenditure of $3,000.
Campus Signs - additional expenditure, bringing Mr. Arthur's fee up to $4,100.
Change Orders - as contained in the minutes of the 84th and 85th meetings.

The Building Committee submitted the following for information:
Report to Senate - The Building Advisory Committee was submitting a report on examination seating requirements to the Executive Committee of Senate;
Steacie Building Inspections - The Building Advisory Committee resolved that Mr. Menendez be thanked for his contribution in expediting completion of the Steacie Building;
Change Orders - The Building Advisory Committee authorized Professor Love, Mr. Turner, and Mr. Whenham to examine and approve Change Orders on behalf of the Committee;
Southam Hall Extension - completion date now expected to be April of 1966;
Faculty Dining Room - Concern was expressed at the inadequacy of eating arrangements for faculty during the busy registration period.
Future Agenda Items - Winter Protection - C.J. Mackenzie Building; Liquidated Damages Clause - Central Heating Plant and Quadrangle Tunnel Link.

REPORT OF THE CAMPAIGN COMMITTEE:

Mr. Coolican reported that the organization of the campaign was proceeding satisfactorily, and that the results to date were most encouraging. Several firms and individuals had contributed without being canvassed, and there seemed to be a pattern of increased giving from all quarters.

REPORT OF THE FINANCE COMMITTEE:

The minutes of the 50th meeting were circulated with the notice of meeting as a Report of the Finance Committee, with Financial Statements for the year ending June 30, 1965 attached. (A copy of this Report and Statements are attached to the original of these minutes.)

Mr. Elderkin led the discussion of the Report, and drew attention to the following items:

Sales Tax Consultant - Mr. Ronald G. McLean who visited Carleton for one day at a cost of $50 plus $15 expenses, reported that he was satisfied with the current procedure of submitting Sales Tax claims. Mr. James Dixon, another Sales Tax Consultant whose fee was a percentage of rebates received, had been invited to visit the University to discuss this matter the next time he is in the area

Public Liability and Property Damage Insurance - The University had considered dropping by an endorsement to its public liability and property damage insurance a duplicate coverage on risks arising out of construction on the site at a saving of $1,700 for the year 1964-1965. Mr. Lawrence had been consulted and his opinion was that there is a very practical contingent liability which will always exist for the University insofar as costs, investigation, and legal fees are concerned, and if the matter were really serious he could foresee circumstances in which these costs might be substantially in excess of whatever saving might be made in the premium as a result of the type of endorsement under consideration. The Finance Committee agreed to recommend that this insurance coverage be retained.

Student Loans - The Finance Committee recommended approval in principle of a proposal whereby student loans would be issued through the bank on a similar basis and at the same rate of interest as Canada Student Loans. Under this scheme the University would guarantee the principal but would not be liable for any unpaid interest.

Second Mortgages - The following second mortgages were approved:

Benjamin W. Jones, Associate Professor of English
- $1,000 - 5-year mortgage amortized over 15 years;

A.J. Earp, Registrar
- $5,250 - 5-year mortgage amortized over 15 years;

H.B. Neatby, Associate Professor of History
- $4,500 - 5-year mortgage amortized over 10 years.

The total of mortgages outstanding at June 30, 1965 was $41,051.74.

Residence Fees Refunds - The Finance Committee recommended approval of a refund of $15 per month for each student sharing doubled-up accommodation and $10 per month in cases where three students share a double room.

Parking Fees - The Finance Committee recommended approval of the following fee schedule for the period September 1965 to August 1966.

	NEW FEE	OLD FEE
Faculty and Staff Reserved	$42.00	$35.00
Faculty and Staff General	$24.00	$20.00
Residence Students with heaters (September - May)	$35.00	$35.00
Residence Students without heaters (September - May)	$20.00	$20.00
Full-Time Student (September - May)	$20.00	$20.00
Part-Time Student (September - May)	$ 7.00	$ 7.00
Motor Scooter	$ 7.00	$ 7.00
Extension		$ 2.00
		$ 1.00
Evening Summer School	$ 5.00	$ 3.00
Day Summer School	$ 5.00	$ 3.00

International Union of Operating Engineers - When neotiations broke down between the International Union of Operating Engineers and the University the Conciliation Officer had recommended that a Conciliation Board be appointed. Mr. J.J. Urie, Q.C. had been appointed by the University to the Board of Conciliation and Mr. R.K. Laishley, Q.C. had agreed to serve as counsel.

Financial Statements for the Year Ending June 30, 1965 - Total current income for the year was $4,574,871; total current expenditure $4,667,895; and the deficit $ 93,024. The budget deficit was $78,884.

The operation of the Residences and University Commons had not been as satisfactory as expected - there was a combined deficit of $24,000 after mortgage payments of $69,000. Increased residence fees and summer conference fees would have to be considered for next year. Bookstore profit was $32,840. The Financial Statements included three explanatory notes as follows:

1. 5-3/8% mortgage on Residences and University Commons, due in 2014, payable in monthly instalments totalling $86,471.64 per annum;
2. 5-½% Debentures maturing at various dates between July 16, 1964 and June 15, 1995, payable in annual instalments of principal and interest amounting to $374,989.37 from grants by the Provincial Government;
3. The approximate liability arising out of capital commitments entered into prior to June 30.

Bursar's Office Changes - On the recommendation of Mr. Turner, the Finance Committee recommended that the following be approved:

Mr. J.W. Wallace had resigned effective November 30, 1965;

Mr. R.G. Jenkins, Assistant Controller, had agreed to reassume the responsibility of the general office, but to do this had to be largely relieved of his new responsibilities for capital reporting, effective September 1, 1965;

Mr. D.C. McEown had been transferred from his position as Administrative Assistant to that of Assistant Controller (Capital), with salary increased from $6,700 to $7,200 per annum, effective September 1, 1965;

Mr. B.E. Flumerfelt had been transferred from his position as Security Officer to that of Administrative Assistant to the Bursar, with salary increased from $5,640 to $6,000 per annum, effective September 1, 1965;

Mr. G.H. Reimer had been appointed Security Officer at a salary of $5,700 per annum, effective September 20, 1965;

Arising out of this reorganization, certain additional duties would fall on Mr. Jenkins and Mrs. Deakin. For this reason, and because of their present effective work and heavy loads, Mr. Turner recommended increases in annual salary, effective September 1, 1965, of $300 for Mr. Jenkins and $200 for Mrs. Deakin.

It was agreed (a) that the Report of the Finance Committee be adopted, and
(b) that the Financial Statements for the year ending June 30, 1965 be approved as submitted.

REPORT OF THE INVESTMENT COMMITTEE:

The Minutes of the 88th meeting of the Investment Committee were circulated with the notice of meeting as a Report of the Investment Committee. (A copy pf this report is attached to the original of these minutes.)

REPORT OF COMMITTEE ON SELECTION OF CHAIRMAN OF THE BOARD:

The Chancellor reported that the Committee had first made sure that Judge Gibson would not change his decision to retire as Chairman of the Board before considering seriously and objectively the election of his successor.

The demands on the Chairman of the Board were growing, and the Committee agreed that the Chairman of the Board should be a young man, compatible with the President in every way, and with a feeling for the academic side of the picture. The physical and financial expansion of the University is certain to be of growing importance and to have a closer relationship to the academic programme that ever before. With these specifications for Chairman in mind, the Committee recommended:

(a) that Mr. D.A. Golden, who had a great deal of experience as Chairman of the Building Committee, be elected Chairman of the Board

(b) that the Chairman of the Board be elected for a three-year term, eligible for re-election for only one additional three-year term.

It was noted with regret that Mr. Golden was in hospital in New York at the moment, but that he expected to be well again within a few weeks.

The Board unanimously approved the recommendation that Mr. Golden be elected Chairman of the Board for a three-year term and the recommendation regarding the term of office.

MR. ELLIOTT'S MOTION:

Mr. Elliott had given notice of motion at the 166th meeting of the Board. When this motion was first presented to the 167th meeting, consideration of it was deferred.

After some discussion Mr. Elliott advised that he was withdrawing his motion at this time.

PRESIDENT'S REPORT:

The President reported that while the construction strike had delayed completion of the Residences, the doubling-up in the existing residences was not as extensive as expected.

The increase in student enrolment was not as high as expected, but this appeared to be the general trend across the province. The University had budgeted for 3,380 full-time students but in fact just over 3,000 had registered to date. This drop might affect future planning. The student to staff ratio was about 15:1. The graduate enrolment was about 230-240 full-time students and about the same number of part-time students.

The report of the Bladen Commission which had been set up by the Association of Universities and Colleges of Canada to look into the financing of universities was now finished, and it was expected that the Report of the Duff Commission on University government, set up by academic associations of universities, would be ready shortly. It was suggested that copies of these reports be circulated to members of the Board when available.

APPOINTMENTS, RESIGNATIONS, ETC.:

On the recommendation of the President, the following were approved:

Academic appointments - effective July 1, 1965	
C.L. Chakrabarti Assistant Professor of Chemistry	$9,000 plus $200 travel
Mrs. Dolores Bedingfield Lecturer in English	$7,400
Administrative Appointments - effective August 27, 1965	
Mrs. Judith Patterson Assistant Information Officer	$5,000
Mrs. Mary C. Cooper Junior Reference Librarian	$5,700
Technical Appointments - effective July 1, 1965	
John Hogg Senior Technician 2, Geology	$6,300
Graham MacDonald Intermediate Technician, Geology	$4,980
John Putnaerglis Junior Technician 2, Chemistry	$3,800
Technical Appointments - effective July 15, 1965	
Mike Prendin Machine Shop Technician, Physics	$5,000

Technical Appointments - effective August 15, 1965
Peter C. Bertels
Intermediate Technician 2, Chemistry $5,500

Technical Appointments - effective September 13, 1965
Blanche Vachon
Technical Assistant, Biology $3,200

Technical Appointments - effective September 15, 1965
Jean Guy Asselin
Technician, Modern Language Laboratory $6,000

Technical Appointments - effective September 20, 1965
Imre Hajdu
Intermediate Technician, Engineering $4,500

Technical Appointments - effective November 1, 1965
D.J.M. van der Weijden
Intermediate Technician, Biology $4,500

Appointments not taken up
S. Bhaduri, Associate Professor of Engineering
Krishna Tewary, Assistant Professor of Mathematics

Sabbatical Leave - half-salary - 1965-1966
Isabel L. Bayly, Assistant Professor of Biology
half regular salary from September 1, 1965 to June 30, 1966.

Resignations
Vivian Macdonald, Assistant Information Officer

Termination of Employment - Effective September 30, 1965
R.A. Hall
Storekeeper, Physics Department

OCTOBER BOARD MEETING:

It was agreed that the date of the October Board meeting be advanced to October 21 because the President and Bursar would be attending a meeting of the Association of Universities and Colleges of Canada in Vancouver on the regular Board meeting date. It was agreed that this notice of change of date be circulated to members as soon as possible.

C.M.H.C. MORTGAGE - 1965 RESIDENCES:

Mr. Turner reported that the Province of Ontario had accepted a total project cost for the 1965 Residences which made possible a C.M.H.C. loan of $1,373,000 instead of the $1,336,000 previously estimated and approved and that he had been advised that it was not necessary to rewrite the mortgage from the original amount of $1,574,000.

It was agreed that the Board of Governors approve the borrowing of $1,373,000 from C.M.H.C. by mortgage for the 1965 Residences (Grenville and Russell Houses) with a 50-year term, interest at 5-3/8% compounded half yearly and equal semi-annual repayments of principal and interest of $39,698.46.

REMISSION OF FEES:

It was agreed that there be remission of fees for two blind students and five African students in the academic year 1965-66.

DEBENTURE PAYMENT:

Mr. Turner reported that he had been informed by the Director of Finance, Department of University Affairs, that the cheque covering the first year's interest and principal had gone directly from the Province of Ontario to the Ontario Universities Capital Aid Corporation when the first debenture payment fell due.

APPOINTMENT OF CUSTOMS & EXCISE AGENTS - LIBRARY:

It was agreed that Mr. Turner be authorized to use the corporate seal on the documents appointing two members of the Library staff as Customs & Excise agents.

STUDENTS' COUNCIL EMPLOYEES:

It was agreed that full-time staff members, (one at the present time), of the Students' Council be added to the University payroll so that they will be eligible for staff welfare benefits, to be largely paid for by The Students' Council.

BEQUEST - JEMENA GRACE DOBBEE:

Mr. Turner reported that Carleton University was the residual legatee of this estate and that the estate had a total value of $137,382. This bequest was to set up scholarships for worthy students.

DISCHARGE OF SECOND MORTGAGE:

It was agreed that the Bursar be authorized to use the corporate seal on the Discharge of Mortgage in connection with the second mortgage repaid by

Blanket Authority to Use Corporate Seal - It was agreed that the Bursar be authorized to use the Corporate Seal on discharges such as the above when the total amount has been repaid.

AUTHORITY TO CREATE DEBENTURE:

On motion duly made, seconded and unanimously carried, the following resolution was passed:

BE IT RESOLVED:

1. That to enable Carleton University (hereinafter referred to as the "University") to finance through the Ontario Universities Capital Aid Corporation the capital expenditure which the Board of Governors of Carleton University deems necessary for the purposes of the University, the University do borrow pursuant to the powers as set out in Section 14 of the Carleton College Act, 1952 the sum of One Million Four Hundred Thousand Dollars ($1,400,000) and for that purpose and for securing payment of the sum so borrowed and the interest thereon, the University do make and issue Debentures of the University (hereinafter referred to as the "Debentures") in the principal amount of One Million Four Hundred Thousand Dollars ($1,400,000) and sell the same to The Ontario Universities Capital Aid Corporation.

2. That the Debentures be dated the 15th day of September, 1965 and bear interest from the 15th day of September, 1965 at the rate of per centum (5½%) and be payable as to principal and as to interest upon the principal amount from time to time unpaid, in equal annual payments of principal and interest combined of Ninety-Six Thousand, Three Hundred and Twenty-Seven Dollars and Fifty-five Cents ($96,327.55) each upon the 15th day of September in each of the years 1966 to 1995 inclusive by cheque delivered by post to the registered holder from time to time of the Debentures.

3. That the Debentures be issued initially as fully registered Debentures in the denomination of One Million Four Hundred Thousand Dollars ($1,400,000).

4. That the Board shall cause to be kept at the office of the Secretary of the Board a register in which shall be entered the names and addresses of the holders of fully registered Debentures and particulars of Debentures held by them respectively and in which any transfers of Debentures may be registered.

5. That application be made to the Minister of University Affairs for determination of the amount of the capital expenditure of the University which may be financed through The Ontario Universities Capital Aid Corporation and for a recommendation of the Minister of University Affairs to the said Corporation in respect of the purchase by the Corporation of the Debentures as provided for in this resolution.

6. That The Ontario Universities Capital Aid Corporation be requested to seek the approval of the Lieutenant Governor in Council in respect of the purchase by the Corporation of the Debentures as provided for in this resolution.

7. That the officers of the Board be and they are hereby authorized and directed to execute such instruments and to affix the seal of the University thereto and to do such other acts as to them may seem necessary or advisable in order to give effect to the foregoing.

STAFF CHANGES: It was agreed that the following list of staff changes, which had been circulated with the notice of meeting, be approved:

Employment of	Effective	Salary
Mrs. Christine Adams Junior Processor, Library	September 13, 1965	$ 200
Mrs. Heather Barnes Junior Circulation Assistant, Library	July 12, 1965	230
Mrs. Jade Belyea Junior Circulation Assistant Library	August 1, 1965	230
Miss Sharan J. Brayne Clerk-typist, Development Office	August 16, 1965	275
Mrs. Annie Campbell Clerk-typist, Plant Supervisor's Office	July 1, 1965	260
Miss Pauline Conibear Library Technician	September 7, 1965	285
Mrs. Irene M. Conway Junior Order Assistant, Library	September 1, 1965	225

Employment of	Effective	Salary
Mrs. Evelyn Cusson Assistant Cashier, Bursar's Office	July 19, 1965	$ 240
Miss Dolores Davey Mending Assistant, Library	September 1, 1965	185
Miss Penny Davies, Faculty Secretary, Economics	July 21, 1965	275
Mr. Peter Deschamps Stock Clerk, Bookstore	July 1, 1965	200
Mrs. Lorraine Desrosiers Faculty Secretary, Modern Languages	August 1, 1965	325
Mr. Gordon Drysdale Security Guard, Maintenance	July 12, 1965	290
Mrs. Diane Frederickson Keypunch Operator, Data Processing Centre	August 16, 1965	260
Miss Nancy Hazen Junior Order Assistant, Library	September 7, 1965	225
Mr. Arnold Hovey Security Guard, Buildings & Grounds	October 1, 1965	290
Mrs. Wendy Herbertson Clerk-cashier, Bookstore	June 21, 1965	225
Mr. Peter Hull Mail Clerk, Mail Room	July 5, 1965	185
Mrs. Veda Kelly Junior Processor, Library	September 1, 1965	205
Mr. Terrence Kilmartin Mail Clerk, Mail Room	June 21, 1965	185
Mrs. Maisie King Clerk-typist, Bursar's Office	July 19, 1965	240
Miss Rose Marie Lanois Clerk, Multilith Room	July 12, 1965	200
Mr. Reginald Letourneau Multilith Operator	September 1, 1965	260
Miss Suzanne Marcotte Parking Clerk, Bursar's Office	July 19, 1965	235
Mr. Hans Marek Maintenance Department	July 19, 1965	250

Employment of	Effective	Salary
Mr. Paul Markwick Assistant to Supervisor of Athletic Facilities	July 1, 1965	$ 250
Mrs. Joan Martell Faculty Secretary, Psychology	August 1, 1965	325
Mrs. Enid Pritchard Junior Periodicals Assistant, Library	September 1, 1965	210
Mrs. Elsie Punchard Faculty Secretary, Political Science	October 1, 1965	300
Mrs. Gail Rees Paperback Clerk, Bookstore	June 28, 1965	235
Miss Marilyn Rennick Junior Bibliographer, Library	September 7, 1965	230
Mr. William Riddell Draftsman, Engineering Services	July 5, 1965	350
Miss Ruth R. Rintoul Library Technician, Library	September 7, 1965	285
Miss Sandra Rumbles Stenographer, Bursar's Office	July 6, 1965	250
Mrs. Ingrid Sandeman Secretary to Dean of Students	July 19, 1965	325
Mrs. Claudia Jean Spencer Junior Order Assistant, Library	August 23, 1965	225
Mr. J. Pierre Taillefer Mail Clerk, Mail Room	August 1, 1965	185
Miss Joanne Tardif Stenographer, History and English	September 1, 1965	250
Mr. Percy Weckworth Maintenance Department	September 13, 1965	250
Mrs. Auriel Whelan Library Technician, Library	July 1, 1965	250

Salary increase for	Effective
Miss June Byers	
Records Clerk, Development	
From $275 per month	
To $290 per month	September 1, 1965
Mr. John Ebersole	
AVA Technician	
From $375 per month	
To $416.66 per month	September 1, 1965
Mr. Clifford A. Parslow	
Maintenance Department	
(as per union agreement)	
From $280 per month	
To $285 per month	September 1, 1965
Mr. Karl Richter	
Maintenance Department	
(as per union agreement)	
From $280 per month	
To $285 per month	September 1, 1965
Mr. Ross Robinson	
AVA Technician	
From $433.33 per month	
To $475.00 per month	September 1, 1965

Leave Without Pay

Mrs. Jade Belyea	
Junior Circulation Assistant, Library	7 days in August
Mrs. Pearl Fisher	
Faculty Secretary, Political Science	½ day in July
Mrs. Marjorie Houston	
Secretary to Purchasing Agent	
(with Doctor's certificate)	June 28 to August 31
Mrs. Mary Jones	
Faculty Secretary, Political Science	2½ days in July
Mrs. Mary Low	(11 days in July
Faculty Secretary, Psychology	(10 days in August
Mrs. Katherine McColgan	
Junior Circulation Assistant, Library	August 12 to September 3
Mrs. Ingrid Sandeman	
Secretary to Dean of Students	10 days in July
Mrs. Kay Yull	(3 days in April
Faculty Secretary, Biology	(3 days in July

Returning from Leave of Absence Without Pay

Mrs. Margaret Atherton (nee Helwig) Junior Cataloguer, Library	July 1, 1965
Mrs. Diana-Rose Kerr, Reserve Books Assistant, Library	August 16, 1965

Resignation of

Miss Bonnie Bisnett, Junior Order Assistant, Library	August 31, 1965
Mrs. Lillian Buckler, Order Typist, Library	August 20, 1965
Mrs. Susan Capell, Clerical Assistant, Library	August 31, 1965
Mrs. Heather Cox, Research Assistant, Sociology	July 31, 1965
Mrs. Frances Crowe, Clerk-typist, Bursar's Office	June 8, 1965
Mrs. Isabella Fiander, Stenographer, President's Office	September 19, 1965
Mr. Wayne Gillespie, Mail Clerk, Mail Room	July 28, 1965
Mrs. Marika Kemeny, Junior Order Assistant, Library	August 31, 1965
Mrs. Doris Maguire, Clerk-Cashier, Bookstore	June 30, 1965
Miss Karen Partington, Junior Clerical Assistant, Library	August 31, 1965
Mr. Ronald Pawlowich, Multilith Operator	October 1, 1965
Mr. Louis Pouliotte, Control Foreman, Maintenance	September 16, 1965
Mr. John G. Prinsep, Junior Reference Librarian, Library	September 30, 1965
Mrs. Elsie Punchard, Stenographer, Plant Supervisor's Office	June 30, 1965
Miss Jeraldene D. Samson, Senior Reference Typist, Library	September 15, 1965
Miss Gena Steel, Receptionist, Registrar's Office	April 30, 1965
Miss Marguerite Uren, Junior Clerical Assistant, Library	September 15, 1965
Miss Audrey Voice, Junior Orders Typist, Library	July 31, 1965
Mrs. Carolyn Whitfield, Secretary to Head of Residence	August 16, 1965

Appointments Not Taken Up

Miss Elizabeth Jenkyns, Junior Periodicals Assistant, Library
Miss Donna Rae Mundy, Junior Order Assistant, Library

RESOLUTION OF APPRECIATION TO CHAIRMAN OF THE BOARD:

It was unanimously agreed that this Board record its sincere thanks and appreciation for the outstanding services rendered by Judge Gibson to Carleton University over the many years since its inception, and expresses the hope that he might find it possible to continue as a member of the Board.

TERMINATION: The meeting terminated at 2:45 p.m.

F.J. Turner,
Secretary.

His Honour Judge C.C. Gibson,
Chairman.