CARLETON UNIVERSITY

Minutes of the 200th Meeting

of the

BOARD OF GOVERNORS

Time: Wednesday, September 25, 1968, at 12:30 p.m.
Place: The Board Room - H. S. Southam Hall

PRESENT: Mr. D. A. Golden, Chairman, Mr. G.E. Beament, Mr. V. S. Castledine, Mr. J. C. Clarke, Dr. A. D. Dunton, Mr. C. F. Elderkin, Mr. F. E. Gibson, Mr. C. L. Jeffrey, Mr. A.B.R. Lawrence, Mr. M. W. Mackenzie, Mr. T. R. Montgomery, Mr. L. Rasminsky, Mr. W. Teron, Mr. F. K. Venables, and Mrs. A. H. Zimmerman. Also present: Mr. A. B. Larose, Mr. F. J. Turner, and Mr. D. C. McEown, Secretary.

MINUTES: It was agreed that the minutes of the 199th meeting be adopted as circulated.

REPORT OF THE NOMINATING COMMITTEE: Mr. Golden, the Chairman, reported that the Committee had met and prepared its report. He outlined in some detail the recommendations that the Committee would be making to the Board of Governors meeting in October. He indicated that as a result of asking the retiring members whether they would stand for re-election that Mr. A. A. Crawley had written to him indicating that he wished to step down as a member of the Board of Governors. This resignation was accepted with regret and the Board asked that it be recorded in its minutes its deep gratitude and debt to Mr. Crawley who has served on the Board of Governors of Carleton University with great distinction for the last 18 years.

REGISTRATION: The President reported that registration at the Rideau River campus was approximately 5,000 full-time students, an increase over the projected estimate of 4,760, and that this compared to 4,255 full-time students last year. This increase was mainly due to an increase in the number of students enrolling in the Faculty of Arts.

The President reported that the School of Architecture had planned for 24 students for their first year of operation with an outside limit of 30 but by the time they were able to get control of the situation they had accepted 37 students. He indicated that the School of Architecture was taking an experimental approach to their programme and this coupled with a number of other experiments in the learning process taking place in other faculties was an indication of the new variety of ways that a student would be given an opportunity to learn at the University.

REGISTRATION (continued):

St. Patrick's Campus - The President reported that registration at the St. Patrick's campus was approximately the same as last year.

Part-time Enrolment - The President reported that part-time enrolment at the Rideau campus is approximately 3,700 and at the St. Patrick's campus approximately 440, in comparison to last year's enrolments which were approximately 3,100 and 400 respectively.

In total, full-time and part-time enrolments, at both campuses the student population is now approximately 10,000 students. This situation will produce certain pressures on the physical plant. Severe pressures are being felt in the Residence and Food Services areas and, as well, there is some pressure on the academic facilities as a result of the increase of students over the projected amount. The operating revenue will be higher than had been budgeted, however, the faculty-student ratio will not be as good as the University had hoped for.

COMMITTEE OF PRESIDENTS:

The President reported that the Committee of Presidents had met with the Committee on University Affairs to discuss the provision of operating funds for the 1969-70 academic year.

He noted that the faculty associations in the Province were asking for an increase of 14 per cent. The Committee of Presidents indicated to the Committee on University Affairs that 14 per cent increase in the unit value is required for adequate quality development and that anything less than 10 per cent would provide universities with difficulty meeting their growing requirements.

He reported that from the information available that the Treasury Board of the Province is thinking of a 5 per cent increase for universities.

COMMITTEE ON UNIVERSITY AFFAIRS:

The President reported that the Committee on University Affairs would be coming to the University for a meeting on November 18, and had asked for a planning document which would outline the proposed development of the University for the next five years.

It was agreed that the planning document when available, be circulated to the Executive Committee before transmission to the Province.

STUDENTS:

The President pointed out that there is a wide variety of students at the University and of student opinion, and that the University should not look at the students as a homogenous group. He indicated that there is a small minority of students who feel that some drastic actions are necessary to reform not only the University but society at large. There are others who feel that changes are very necessary and who question many of the values, both of the University and of society but who do not seem to be prepared to adopt violence.

The President indicated that there is a danger that should a group of students select a particular issue and that if the University reacts badly that they could persuade the other students to side with them on this issue. He indicated that the approach to this

STUDENTS (continued):

problem would be that the University itself would try to solve any situation that arose within its own boundaries and that outside agencies would only be brought on to the campus as a last resort. He indicated that if problems did arise he will ask Senate, who are responsible under the University Act for the conduct and behaviour of the students, to handle any situation.

ATTITUDE OF PROVINCIAL GOVERNMENT TOWARDS FINANCES:

The Chairman reported that recent speeches by the Prime Minister, Mr. Robarts, and the Provincial Treasurer, Mr. McNaughton, indicated that the Provincial Government was warning educational authorities and social welfare authorities that the Provincial Government was not going to be able to provide all the funds necessary to meet all the needs.

PICKERING TRUST:

The President reported that Mr. C. E. Pickering has proposed to establish a trust which would be held by the University and consist primarily of shares in companies that the Pickering family manages for the purposes of financing research in the field of emotionally disturbed children. According to the estimate now available this would provide approximately $30,000 to $35,000 a year for the University and it is envisaged that this work will be done in conjunction with research carried out with the Department of Psychology.

It was agreed that the Board now accept, in principle, the establishment of a trust fund for the purposes outlined above known as the Pickering Trust and that the Chairman of the Board acting on the advice of the University solicitor be empowered to approve the details of the arrangement.

CHAIR OF SYSTEMATIC ZOOLOGY:

The President reported that in line with the authority provided at the last meeting of the Board of Governors an appointment had been made to this Chair, though the financial arrangements have not yet been completed with the donor. It is expected that in the first year the University will receive $21,000 and that this will increase to $25,000 in the future.

APPOINTMENTS, LEAVES, ETC.:

On the recommendation of the President it was agreed that the following be approved:

ACADEMIC APPOINTMENT

Effective September 1, 1968 to June 30, 1968.

Father F. B. Wallace, Lecturer in French, St. Patrick's College	$ 4,000 p.a.

ADMINISTRATIVE APPOINTMENT

Effective November 1, 1968

J. I. Jackson, Registrar	salary rate as approved by the Finance Committee plus $300 $675 travel

APPOINTMENTS, LEAVES, ETC. (continued):

LIBRARY APPOINTMENT

Effective September 1, 1968

Katherine M. McColgan, Cataloguer	$ 7,000 p.a.

PROMOTION AND INCREASE IN SALARY

Effective October 1, 1968

Mrs. M. Armour, Chief Acquisitions Librarian	$ 8,400 p.a.

INCREASE IN SALARY

Effective October 1, 1968

D. M. Pattison, Information Assistant	$ 8,400 p.a.

RESIGNATION

Effective November 1, 1968

Peggy Ha Yeung, Cataloguer, Library

LEAVE OF ABSENCE 1969-70

J. M. Holmes, Professor of Chemistry	3/4 salary

REQUEST FOR LEAVE 1968-69 WITHDRAWN

L. M. Read, Associate Professor of Religion

REPORT OF THE EXECUTIVE COMMITTEE: Mr. Golden, the Chairman of the Executive Committee, reported that the Committee had held its 114th meeting on Thursday, September 12, at 4 p.m. (A copy of the minutes of this meeting are attached as a Report to the original of these minutes.)

University Government - The Chairman reported that the Executive Committee had reviewed the document entitled "The New University Government" and had approved it.

It was reported a press conference was to be held on Thursday, September 26, at which the President, representatives of the Board, the Senate, and the Students' Council were to take part.

Dow's Lake Precinct - The Chairman reported that as instructed, he and the President had met with Mr. A. J. Frost of the National Capital Commission to see if the University could obtain this land under more favourable terms. He reported that Mr. Frost, after consulting with the Honourable John Marchand, had written him that this could not be done.

It was reported that this had been discussed at the Executive Committee and that the Committee had agreed to lease the land at $500 per acre, per year, and that the Chairman had written Mr. Frost about this decision.

REPORT OF THE EXECUTIVE COMMITTEE (continued):

Report of the Committee on "Conflict of Interest." - The Chairman reported that the Executive Committee had discussed the Report of the Committee and that Mr. Elderkin had been asked to see the University solicitor about drafting an appropriate by-law. A copy of the proposed by-law, as drafted by the solicitor, was circulated at the Board.

After some discussion it was agreed that the provision that a member of the Board withdraw from any meeting of the Board during discussion of a matter which he is in any way directly or indirectly interested, be included in the new by-law and it was further agreed that the Secretary, after the University solicitor has redrafted the by-law, circulate the revised draft as Notice of Change to the By-Laws, in sufficient time so that the matter can be resolved at the next meeting.

Tenders University Centre. - It was reported that the Executive Committee had considered the tenders for the University Centre and had approved the low tender subject to the agreement of the Department of University Affairs. It was reported at the meeting of the Board that the Director of the Architectural Services Branch of the Department of University Affairs had recommended approval of this project and that the University was awaiting formal documentation.

Time for Board Meetings. - It was reported that it has been suggested that the Board meet from 4.30 p.m. to 6.30 p.m. followed by a dinner to which members of the faculty, student body, or staff, can be invited.

After some discussion, it was agreed that this proposal be tried at the November meeting, now scheduled for November 20, 1968.

REPORT OF THE FINANCE COMMITTEE:

Mr. Elderkin led the discussion of this Report. The minutes of the 58th meeting of the Finance Committee of the Board were circulated prior to the meeting as a Report of the Committee and are attached to the original of these minutes.

Financial Statements for the Year 1967-68. - Mr. Elderkin indicated that there was a deficit in the operations at the end of the year and that this was principally due to the fact that the budgeted revenue had not been realized because actual enrolments had been less than had been projected for the year 1967-68.

Bookstore - In reply to a question, it was reported that the Bookstore had a small deficit for the year as a result of the change in policy made during the year that the Bookstore prices would reflect the cost of the operation without any profit. It was noted that this change was partly due to the presence of the Co-operative Bookstore on campus and that it had been agreed that the students would be charged rent for the space used by this operation.

Second Mortgages - Mr. Elderkin pointed out that the Finance Committee recommended that the limit for second mortgages be raised to $250,000 and that the Investment Committee consider the question of providing second mortgages to faculty as one of the University's investments.

It was agreed that the Report of the Finance Committee as presented be approved.

REPORT OF THE BUILDING COMMITTEE: Mr. Teron in Dr. Gray's absence led the discussion of the Report. The minutes of the 115th meeting of the Building Committee were circulated as a Report of the Committee prior to the meeting and are attached to the original of these minutes.

Steacie Alterations 1968 - Mr. Teron explained that this work had been done in the summer and was now almost completed and that the Building Committee recommended the acceptance of the tenders for this project.

It was agreed to approve the recommendation of the Building Committee.

Re-examination of Relative Priorities of Capital Projects - It was reported that the Building Committee had examined the new priority list for capital projects and had agreed that this list, as presented, be approved.

In the discussion that followed it was pointed out that Items 1 to 13 on the Priority List represent the priorities approved previously although there have been some adjustments made as a result of changes in timing.

As a result of the examination of the priority list the Building Committee requested that the University prepare a statement which would explain the projection of capital deficit as it related to the building program. During the period between the meeting of the Building Committee and the Board meeting, such a document was prepared and was tabled at the Board meeting and is attached as Appendix "A".

Revised Requirements and Estimates for Arts Division I - Mr. Teron reported that the Building Committee had examined the revised requirements and estimates for Arts Division I and outlined the areas of change involved in this revised requirement. He indicated that the Building Committee had agreed to approve the revised brief as presented, and the Board approved this recommendation.

Tenders for Alteration Projects which were Received during the Months of July and August, 1968 - It was reported that the Building Committee had reviewed these tenders for a number of small projects and that they recommended that the low tenders in each case could be accepted to which the Board agreed.

Administration Building - It was reported that arising out of the review of the building program this summer it had been reported to the Building Committee that the Administration Building was late. Mr. Teron indicated that since time is sometimes so essential in gaining a new building that the University should actively consider using the "critical path" method for determining construction schedules so that problems like this might be avoided in the future.

It was agreed that the following items contained in the Report be approved:

Gymnasium Addition Furniture

Mechanical Consultants

REPORT OF THE BUILDING COMMITTEE (continued):

Hardware Consultant

12 KV Cable

Loeb Building

REPORT OF THE CAMPAIGN COMMITTEE:

The Report of the Campaign Committee was tabled with the Board and is attached as Appendix B.

Mr. Venables led the discussion of the Report and made the following points:
(1) Student representatives had been very successful in their work in Montreal and that there had been write-ups in a number of Montreal papers about the use of students in the University Centre Fund Campaign.
(2) Mr. Venables reported to the Board that active consideration must be given to future campaigns which will begin once the present campaign is completed.

It was agreed that the Development Advisory Committee should be called to consider this as the sole item on an agenda well in advance of the conclusion of this campaign.

Mr. Elderkin reported that he had received the Report on the expenses on the third phase of the Campaign and that the total expenditure had been $3,000 less than had been budgeted.

Mr. Roberts and his staff were complimented on this result.

CREATION OF DEBENTURES, SIX-MONTH PERIOD ENDING MARCH 31, 1969:

On motion by Mr. Elderkin, seconded by Mr. Castledine, the following resolution was unanimously carried:

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 from time to time, during the six-month period ending March 31, 1969, amounts which in total, do not exceed the sum of seven million six hundred and seventy-five thousand dollars ($7,675,000), and for that purpose and for securing payment of the amounts so borrowed and the interest thereon, the University do make and issue Debentures of the University (hereinafter referred to as the "Debentures") in principal amounts which, in total, do not exceed seven million six hundred and seventy-five thousand dollars ($7,675,000) and sell the same to The Ontario Universities Capital Aid Corporation.

2. That the Debentures be dated the 15th day of the month in which the amount is borrowed and bear interest from that date at the rate not to exceed seven per centum (7%) and be payable as to principal and as to interest upon the principal amount from time to time unpaid, in thirty equal annual payments commencing with the first anniversary of the date of the Debentures.

CREATION OF DEBENTURES, SIX-MONTH PERIOD ENDING MARCH 31, 1969:

3. That the Debentures be issued initially as fully registered Debentures in the same denominations as the amounts borrowed.

4. That the Board shall cause to be kept at the office of the Bursar 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.

CREATION OF DEBENTURES:

It was reported that the University has issued debentures for the following amounts, dated as indicated, following the receipt of capital advances for these amounts on the dates shown below.

Authority was given at its 196th meeting on May 26, 1968, to issue debentures totalling $7,000,000 in the six-month period ending September 30, 1968.

Amounts	Date Received	Date of Debenture
$1,200,000	June 19/68	June 15/68
775,000	July 17/68	July 15/68
700,000	August 15/68	August 15/68
500,000	September 19/68	September 15/68

AGREEMENT WITH CITY:

It was reported that the University has signed an agreement with the City of Ottawa under which the City will reimburse the University for the cost of the reconstruction of a portion of Bronson Avenue in the vicinity of Sunnyside Avenue.

BANK OF NOVA SCOTIA LEASE:

It was agreed to extend the present lease with the branch of the Bank of Nova Scotia on the campus on a monthly tenancy basis until the new premises on the north side of the quadrangle are ready.

The basic rental rate under the present lease is $3.50 per square foot per year, and the termination of the present lease was August 31,1968.

JACOB FREEDMAN CHARITABLE FOUNDATION:

It was reported that we have received from the Canadian Permanent Trust Company the following cheques in respect of the Jacob Freedman Charitable Foundation: $760 representing 10% share of the interest income as of June 30, 1968, payable to Carleton University; $228 representing 3% share of the interest income payable to Carleton University for use in about St. Patrick's College division.

CARLETON UNIVERSITY ACT 1968:

It was reported that the University has received a copy of the Carleton University Act 1968 confirming the transfer of land from the English Oblates of Eastern Canada to Carleton University.

ACKNOWLEDGEMENT OF PRIORITIES:

It was reported that the University has given acknowledgement of priorities to cover the interests of the first mortgages in connection with the second mortgage loans to Professor R.T. Clippingdale and for Professor Richard John Kind.

COMPUTER OPERATING GRANT:

It was reported that the University received on September 4, 1968, a cheque for $70,000 from the province of Ontario, representing the first of three installments to be paid under the programme of support for the University for Computer Facilities in 1968-69. The University has not yet been informed what its total grant under this programme will be.

BEQUESTS:

Samuel Bressler - It was reported that the University had received on August 1, 1968, a cheque in the amount of $100 being payment of the legacy left to Carleton University by the last will and testament of Samuel Bressler.

Albert H. Ward - The University has received notification that it is the beneficiary of the estate of Albert H. Ward and the expected size of the bequest is $250.

Frederick James - The University has received notification that it is the beneficiary of the estate of Mr. Frederick James of $250 to be used for the purpose of purchasing rare books for the University Library.

Cyril Gibson - The University has received notification that the University would have been the recipient of half the residue of the estate of Mr. Cyril Gibson if the late Mr. Gibson's mother had predeceased him or failed to survive him for a period of thirty days.

It was reported that the University has received information that there is a provision in the will of the late Mr. David Epstein that the interest of 15 per cent of the residue of the estate will be turned over to the University to provide scholarships. It has been estimated that the residue of the estate will be $1,000,000 and that there is a possibility that the will may be contested.

AGREEMENT BETWEEN CARLETON UNIVERSITY AND THE CANADIAN PACIFIC RAILWAY:

It was reported that an agreement was executed between the University and the Canadian Pacific Railway on July 18, 1968, covering the installation of a sanitary sewer and storm sewer across the CN-CP right of way at mileage 2.72 Ellwood Subdivision. The agreement will cost the University $10 per year, and contains the usual clauses protecting the railway.

GEO-MET LIMITED:

It was reported that a consent has been signed on behalf of the University for Geo-Met Limited in the sale of 199,999 shares of Masterly Products Limited by Geo-Met to the International Sulphur Corporation Limited in which the University expressly waives any claims whatsoever that the University may have against International Sulphur Corporation Limited or Continental Ore Corporation, now or in the future, by reason of the said sale. This action was taken because the University was a creditor of Geo-Met Limited and this consent was necessary before Geo-Met could proceed with this transaction.

LOANS TO STUDENTS:

For some years it was felt that the University might make better use of the Funds given to it to finance loans for students by having the students negotiate a regular bank loan in using the revenue from the Funds to pay the interest during the period of the students' studies at Carleton in approved cases and perhaps in guaranteeing the principal of the loan.

Negotiations have been carried on with the Bank of Nova Scotia for sometime with this in view. Recently when everything else was settled the Bank insisted that the University guarantee the interest and principal of defaulted loans.

About this time officers of the University became aware that the Royal Bank of Canada had a general policy under the heading "University Tuition Loans". The terms of this policy are very similar to the University's policy in the administration of its loan funds.

The Royal Bank has agreed to work with the University in making these loans reserving, of course, to itself the decision as to whether the loans should be granted in each case.

Upon the recommendation of Mr. Turner, it was agreed that the University complete the arrangement with the Royal Bank of Canada under which in selected cases the University would, from the revenue from its invested Loan Funds, pay the interest on the loan through some or all of the period of the student's studies at Carleton and in which the University might guarantee the capital of the loan.

REQUESTS FOR EXEMPTION FROM THE RETIREMENT PLAN:

Mr. Turner reported that he and two of the faculty members of the Staff Welfare Committee had considered the following three requests for exemption from participation in the University's Retirement Plan, and made the following recommendations:

REQUESTS FOR EXEMPTION FROM THE RETIREMENT PLAN: (continued)

(1) _____ had requested exemption on the grounds that has a one year appointment at Carleton and is maintaining contributions to the .

It was recommended that this request be approved and that the University contribute to the the amount that it would have contributed had stayed there this year at current salary up to a maximum that Carleton would have contributed under its own Plan.

(2) _____ had requested exemption from the Retirement Plan because is here for one year only, has no pension scheme in into which the money could be transferred, .

It was recommended that this request be approved on the grounds that one year's contribution at age would make a negligible contribution to retirement income and that must be well aware of post-retirement circumstances.

(3) _____ has been appointed for two years, starting , and is age . has requested exemption on the grounds that hopes to return to to a professorial appointment, (which is apparently not now possible) and that there are great difficulties in transferring the Retirement Plan accummulation to .

It was recommended that be not allowed exemption from the Retirement Plan because at age the retirement benefit from two year's service would be significant and because accumulation can be turned over to government annuities and payments can be made anywhere in the world. It was agreed that the three recommendations be approved.

GRATUITOUS PAYMENTS:

It was reported that several members of the staff had died since the last meeting of the Board; C. V. Polk on July 14, A.B. Willms on August 2, and A.C. Ghosh on August 16. Both Professors Willms and Ghosh left a number of small children and the problem for the Ghosh family was considerably magnified when Mrs. Ghosh died a few days after her husband.

It was recommended that a gratuitous payment of three months' salary be made in the Willms and Ghosh cases.

The Board agreed to this recommendation.

STAFF CHANGES:

On the recommendation of the Bursar it was agreed that the list of Staff Changes, attached as Appendix C, which has been circulated prior to the meeting, be approved.

TERMINATION: The meeting terminated at 2.55 p.m.

D. C. McEown,
Secretary.

D. A. Golden,
Chairman.