CARLETON UNIVERSITY

Minutes of the 204th Meeting
of the
BOARD OF GOVERNORS

Time: Wednesday, January 29, 1969, at 4:30 p.m.
Place: Board Room - H. S. Southam Hall

PRESENT:
Mr. D. A. Golden, Chairman, Mr. G. E. Beamont, Mr. J. C. Clarke,
Mr. D. M. Coolican, Dr. A. D. Danton, Mr. C. F. Elderkin,
Mr. C. H. Everett, Mr. F. E. Gibson, Dr. J. L. Gray, Mr. C. L. Jeffrey,
Dr. G. E. Maynard, Mr. T. R. Montgomery, Dr. L. Rasminsky,
Mr. F. K. Vennables, Dr. H. L. Willis. Also present: Mr. F. J. Turner,
and Mr. D. C. McIowa, Secretary.

MR. A.A. CRAWLEY:
It was reported to the Board that Mr. A. A. Crawley had passed away
in the week previous. It was moved, seconded, and unanimously carried
that the Board of Governors of Carleton University record its sorrow
at the loss of a distinguished friend of the University who was so
closely connected with its development, first as a member of the
Corporation and later as a member of the Board on which he served
faithfully for twenty-one years.

MINUTES:
It was agreed that the minutes of the 203rd meeting be approved as
distributed.

DR. C.J. MACKENZIE:
The Chairman reported to the Board the University's plans for a dinner
to be held in Dr. Mackenzie's honour on February 11, 1969, and outlined
the proposals that were being considered in terms of a gift and award.
(Note: Subsequent to the meeting it was necessary to postpone the
dinner to a later date.)

STUDENTS' COUNCIL:
The Chairman reported that the Board had received the following
communication from Students' Council:

"Whereas the spirit of NUG is based on co-operation
among all members of the university community and
whereas three members of the Board of Governors were
appointed without consultation with the Students' Association, be it resolved that no appointments to
the Board of Governors shall be made or approved
without prior consultation by that body with the
Students' Association. This motion is to be valid
until the complete implementation of NUG, CARRIED."

In the discussion that followed it was pointed out that the discussions
concerning the proposals that resulted in the New University Government,
which lasted for some two and a half years, and in which Students' Councils of previous years were a party, no mention or suggestion had
STUDENTS' COUNCIL: (cont'd.)
been made concerning the direct student involvement in the selection of
the members of the Board, and that the principle on which the New
University Government was based did not insure student participation.
Because of this it was felt that the Board did not violate the spirit
of the agreement and it was agreed that a letter should be sent to
Students' Council explaining the Board's position.

AMENDMENT TO THE
UNIVERSITY ACT:
It was reported that the University had signed the petition necessary
for the amendment to the Act and that this petition was forwarded to
the University solicitors on January 15, 1969 for transmission to the
Provincial Legislature.

APPOINTMENT OF
BOARD MEMBERS TO
THE SENATE:
It was explained that under the provisions of NOG two Board members
plus the Chancellor would be members of Senate. In consideration of
the matter of how these two appointments should be made it was
indicated that it would be necessary to find Board members who would
have the available time necessary to attend the Senate meetings if the
University was to achieve better communication between its various
components which was one of the aims of the proposals for change.

It was agreed that a committee of Mr. Golden, the President, and
Mr. Elderkin would consider this matter and would have the power to
appoint the Board's members to the Senate.

REQUESTS:
Arising out of an item considered at the last Board meeting it was
reported that the $250 received from the estate of the late Albert
Henry Ward had been allocated to the current operating funds - gifts
and grants which is in line with decisions made previously concerning
sums of money less than $1,000.

REGISTRATION:
The President reported that the document on the registration statistics
for the academic year, 1968/69 had been completed and outlined its
highlights.

NEW UNIVERSITY
GOVERNMENT:
The President reported on the implementation of the New University
Government. He indicated that almost all elective positions have
been filled in the departments and that the Faculty Boards have been
formed and in some cases, have had their first meeting. He indicated
that the voting for Senate was now taking place and that though some
positions had been filled by acclamation there were a number of
interesting election contests, and that he felt there were a number
of good students nominated for the elections. He indicated that the
organization for the election was running very well and that the
general attitude of the university community towards them was good.

STUDENTS:
The President reported that in line with activities going on at other
campuses the students had requested of Senate that classes be cancelled
on February 12, 1969, so that the students could organize workshops on
such problems as student loans, student housing, etc., and that the
Senate had agreed to this request.
The President reported that he had met recently with the Minister of University Affairs but that he had no further specific information to report. He indicated that the general climate is much the same as before and that there is little expectation that there will be a significant increase in the unit value and that funds for capital will certainly not be any larger than have been received previously and may be, in Carleton's case, less than what the University’s recent experience has been.

The President indicated that recruiting is well under way and that the University is generally pleased with the quality of staff that has, so far, been obtained. He reported that in respect of a recent critic of Americanization of the faculty that, from what information that is available, it appeared that about 12% of the faculty at Carleton is American, and that this was not a large percentage particularly as compared with the experience of some of the newer universities. He drew to the Board's attention the recommendation of the Senate that Dr. Frank H. Underhill be made a Professor Emeritus of Political Science.

It was agreed that the following recommendations of the President be approved:

**ACADEMIC APPOINTMENTS**

*Effective July 1, 1969*

- C. G. Williams, Professor of Religion  
  B.A. (Cardiff), B.D. (Carmarthen), M.A. (Wales)  
  born June 1, 1921 - married with two children  
  (presently at Carleton as Associate Professor of Religion $16,500 p.a. on a one year term appointment)

- Dr. Robert M. Knights, Associate Professor of Psychology, B.A. (Western Ontario), Ph.D. (Minnesota)  
  born November 1, 1934 - married with two children  
  $15,000 p.a. plus $550 travel

- Dr. C.G. Brown, Assistant Professor of Art  
  B.A. (Harpur), Ph.D. (Columbia)  
  born 1938 - single  
  $12,800 p.a. plus $600 travel

- Kevin F. Clancey, Assistant Professor of Mathematics  
  B. Sc. (St. Mary's), M.Sc. (Purdue)  
  born May 26, 1944 - married with two children  
  $10,300 p.a. plus $540 travel

- A. W. Heidemann, Assistant Professor of English  
  B.A., M.A. (St. Louis)  
  born 1940 - married  
  $10,500 p.a. plus $450 travel

- Deborah G. Keith, Assistant Professor of History,  
  St. Patrick's, B.A. (McGill), M.A. (Wisconsin)  
  born May 4, 1937 - married  
  $9,500 p.a.
APPOINTMENTS, LEAVES, ETC: (cont'd.)

Dr. Alan Moffitt, Assistant Professor of Psychology, B. A., M.A. (Western Ontario, Ph.D. (Minnesota)
born November 28, 1939 - married without children

Dr. W.A. Oliver, Assistant Professor of French
B.A., M.A. (Cambridge), Doctorat d'Universite (Laval)
born 1941 - married

For the period July 1, 1969 to December 31, 1969

Dr. L. Terraux, Visiting Professor of French
L. ès L., D.É.S. (Grenoble), D. ès L. (Paris)
born 1921 - married with four children

ADMINISTRATIVE APPOINTMENT

Effective February 1, 1969

George N. Beers, Assistant Development Officer
Born May 1, 1923 - married with four children

Mrs. D. Dubreuil, Assistant Development Officer
From Assistant to the Development Officer

DECEASED

December 23, 1968

Stuart B. Fraser, Assistant Development Officer

RESIGNATIONS

Effective January 31, 1969

Miss Antonina Buls, Cataloguer, Library

Effective June 30, 1969

L. T. McDonald, OMI, Assistant Professor of Philosophy, St. Patrick's

AMENDED DATE OF RESIGNATION

From November 1, 1968 to January 9, 1969

Mrs. Peggy Ha Yeung, Cataloguer, Library

REMOVAL ALLOWANCE

Dr. Megan Clive, Assistant Professor of French, St. Patrick's $600

SABBATICAL LEAVE 1969-70

T. K. Rymes, Associate Professor of Economics half salary
APPOTMENTS, LEAVES, ETC.: (cont'd.)

LEAVE OF ABSENCE WITHOUT PAY 1969-70

Robert Vigneault, Assistant Professor of French

PROFESSOR EMERITUS

Dr. Frank H. Underhill, Political Science

REPORT OF THE CAMPAIGN COMMITTEE:

Mr. Venables, Chairman of the Committee, led the discussion of the report. He indicated that the present campaign was in its last stages, and that this final stretch was often the most difficult. He presented to the Board a list of twenty companies, ten national and ten local Ottawa companies, which had not yet made a donation to the campaign but were thought capable of making a donation if the right person approached them. Mr. Venables then asked the Board if they would examine the list and let the Development Officer know if there was any way the Board members could assist him in approaching these firms. It was agreed that the list of companies should be circulated to all members of the Board. The list is attached as Appendix A.

REPORT OF THE FINANCE COMMITTEE:

The minutes of the 59th meeting of the Finance Committee were circulated at the meeting of the Board of Governors as a report of the Committee. (This report is attached to the original of these minutes.) Mr. Elderkin, Chairman of the Committee, led the discussion of the report. The following recommendations were submitted to the Board for its approval:

Insurance

a) Appointment of a New Chairman for the Insurance Committee - it was agreed that Mr. Robert A. Gill be appointed Chairman of the Insurance Committee for the period of the 1st of January, 1969 to the 30th of June, 1969.

b) Use of the Building Index to Update Annually the Value of Buildings and Furniture for Fire Insurance Purposes - it was agreed that the University adopt the procedure that 90 days prior to the anniversary date for each policy that the value of the buildings concerned be updated by using the building index to insure that the University has adequate coverage.

c) Increase to Third Party Inclusive from $500,000 to $500,000 - it was agreed that the third party inclusive for vehicle insurance be increased from $300,000 to $500,000. In addition, the University officials were directed to find out how much it would cost and under what conditions unlimited coverage could be obtained for general liability.

d) Increase to Crime Policy Coverage - It was agreed to increase the crime policy coverage for loss inside premises from $2,000 to $5,000.
REPORT OF THE
FINANCE COMMITTEE:
(cont'd.)
e) Auditors - it was reported that the University Auditors, Arthur A. Crawley and Company had amalgamated with the firm of Thorne, Gunn, Halliwell and Christenson and had requested that the audit be recorded under the latter name. It was also reported that for some time now the audit had been done for the University at less than cost and that the Finance Committee recommended that in the future the University should be prepared to pay audit fees equivalent to the cost of the audit. Upon the recommendation of the Finance Committee the Board approved the appointment of Thorne, Gunn, Halliwell and Christenson as Auditors for the University for the fiscal year beginning July 1, 1968.

f) Second Mortgages - It was agreed that in line with the authority given by the Board that the second mortgages listed in Appendix 1 be approved.

g) Request for an Exemption to the Policy which limits the provision of Second Mortgages to Academic Staff only - it was reported that the Dean of Science had requested that the Board consider approving a second mortgage for the senior technician in the Science Workshop. In his request the Dean had indicated that this person is a highly valuable employee and plays an important role in the teaching and research of the Science Faculty. It was reported that after considering this request that the Finance Committee was not prepared to recommend approval of a second mortgage for non-academic staff because it was beyond the bounds of the policy which was established by the Board under which the Committee operated. The Chairman, however, indicated that he wished to raise the point with the Board so it could consider the request for the exemption or take this opportunity to amend the policy. After some discussion the Board agreed that the policy should stand as it has been stated previously and that it was not prepared at this time to make an exception.

h) Consultants - it was agreed that a study of the organization of management of the financial component of the University Business Office by Kates, Peat, Marwick & Company be approved.

i) Senior Administrative Salaries - it was agreed that the present procedure be modified so that the Finance Committee recommend these salaries to the Executive Committee for decision.

j) Salary - Administrative Officer, General Services - it was agreed that the salary of the Administrative Officer, General Services, be increased to $9,000 per annum, effective December 1, 1968.

The following items were reported to the Board for information:

Bank of Nova Scotia - Mr. Elderkin reported that consideration is now being given to the re-location of the Bank of Nova Scotia on campus, and as a result of this the Finance Committee has been exploring the type of leasing arrangements which would be most appropriate when the bank moves to its new premises. He indicated that the study of the matter has not been completed and a further report will be forthcoming.
Financing Parking Garage - Mr. Elderkin reported on the discussions that were being held with the Bank of Nova Scotia and also on the approaches to the Royal Bank and the Toronto Dominion Bank. He indicated that though the negotiations were not complete with the Bank of Nova Scotia there did seem to be a basis for an agreement and if the garage was to be built before the fall it will be necessary to obtain an agreement before the next Board meeting. It was agreed that if necessary the Executive Committee could meet to handle this matter.

It was moved by Mr. Elderkin, seconded by Dr. Gray that the report of the Finance Committee be adopted. Carried.

The President reported that for some time now discussions have been carried on within the University as to where the permanent location for St. Patrick's College was to be. In the report on this item the following observations were made:

a) that when St. Patrick's College joined Carleton University it had been suggested that the College would be the first part of the University to be moved to a proposed new campus which was being discussed at that time. However, since then it has become apparent that this is not a practical idea within the foreseeable future,

b) that the Faculty at St. Patrick's has been considering the development of the College in terms of its academic program and as a result of these deliberations have recommended to Senate that it continue with its general liberal arts programme growing to a maximum size of 1,200 students. In addition to their recommendation concerning their academic programme, the Faculty Board added the corollary that it favours the development of St. Patrick's College on its present site so as to retain the separateness of the college within the University environment,

c) that the present site is adequate for the planned development of the College,

d) that the alternate location that could be considered at this time is on the present campus and that the development of St. Patrick's College on the Rideau Campus would be more demanding in the terms of land and capital funds than it would be if it stayed on its present site,

e) that the Senate had agreed to the recommendation of the Faculty Board of St. Patrick's College,

f) that this matter had been brought forward to the Board at this time because the long term decision as to where the College would be located would have an immediate effect on the planning of facilities on both the Rideau Campus and the present St. Patrick's Campus,

g) that consideration has been given to moving the School of Social Work, now on the St. Patrick's Campus, to the Rideau Campus so it can be close to the other academic disciplines complimentary to its programme.
After some discussion it was agreed that the present campus, on which St. Patrick's College was located, would be retained as the permanent site for the College.

The minutes of the 110th meeting of the Building Committee were circulated prior to the meeting as a report of the Committee. (The report of the Committee is attached to the original of the minutes.)

Mr. Clarke, in place of the Chairman, Mr. Teron, led the discussion of the report.

The following recommendations of the Building Committee were submitted to the Board for its consideration:

Tunnel - Parking Garage - It was agreed that the inclusion of an alternate to this project for the provision of a tunnel could wait until the method of financing the Garage had been determined.

Arts Lounge - Paterson Hall - It was agreed that the proposed re-decoration and the replacement of furniture in the Arts Lounge should be included in the submission for the capital projects for the renovations of Paterson Hall but that the work would not proceed until the Building Committee had the opportunity to view the design.

Administration Building - Occupancy Date - It was agreed that Critical Path Consultants be retained to monitor this project for an estimated cost of $4,000.

Residence Tower - It was agreed that the new Men's Residence be named Glengarry House.

Loeb Building - Furniture - It was agreed that 24 laboratory tables be purchased for the Departments of Psychology, Sociology and Political Science and that these be charged against the Loeb Building project.

Railway Fencing - It was agreed that the University should not communicate with the CPR requesting that they not construct the fence along both sides of the railway tracks until the University's legal and insurance advisors had examined the problem of liability.

The following information was reported to the Board by the Building Committee:

Consideration of the University Construction Programme in the Light of Recent Discussions Held with the Committee on University Affairs - This report contained the assessment of what the University thought would be the new government policy concerning capital assistance and reported certain steps which had been taken to assist the University in assessing the effect of the new policy when it was announced.

Consideration of the Development of an Overall Master Plan on the Rideau Campus - Report on discussions that Professor Shadbolt and Mr. Whenham are having with Murray and Murray.
Allocation of Space in the Administration Building - Report of changes of space allocation in the Administration Building as a result of changes to the staff.

Residence Requirements - It was reported that the Building Advisory Committee had referred the question of need for new residences for 1971 to the Residence Committee.

Food Services Requirements - It was reported that this study is under consideration by the Dean of Student Services and the Director of Planning.

It was moved, seconded and unanimously carried that the following Resolution be approved:

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 purpose of the University, the University do borrow from time to time, during the eight-month period ending September 30, 1969, amounts which in total, do not exceed the sum of seven million five hundred thousand dollars ($7,500,000), 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 amount which, in total, do not exceed seven million five hundred thousand dollars ($7,500,000) 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 and three-quarters per centum (7 3/4%) 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.

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.

The University has issued debentures for the following amounts dated as indicated following receipt of capital advances for these amounts on the dates shown below:

<table>
<thead>
<tr>
<th>Amounts</th>
<th>Date Received</th>
<th>Date of Debenture</th>
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<tbody>
<tr>
<td>$800,000</td>
<td>December 18, 1968</td>
<td>December 15, 1968</td>
</tr>
<tr>
<td>$950,000</td>
<td>January 17, 1969</td>
<td>January 15, 1969</td>
</tr>
</tbody>
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Authority was given at its 200th meeting on September 25, 1968, to issue debentures totalling $7,675,000 in the six-month period ending September 30, 1969.

The University received on December 18, 1968, and January 17, 1969, cheques in the amount of $1,165,000 each, representing the sixth and seventh installments of Provincial Government support for operating expenditures in the 1968/69 fiscal year.

Dr. William Armstrong - It was reported that the University received a cheque in the amount of $1,000 which was a bequest under the terms of the last Will and Testament of the late Dr. William A. Armstrong that such an amount should be paid upon the death of the deceased's widow. It was agreed that the money be allocated to the Endowment Fund.

It was reported that for a number of years the University has been collecting $10 per full-time student, as the student's contribution towards the cost of the University Centre. The amount now held is in excess of the agreed to contribution by the students to the cost of the Centre. It was agreed that $84,309.28 be turned over to Students' Council.

The University has now executed the mortgage with Central Mortgage and Housing Corporation for this facility. The following adjustments are likely to be made to it:

a) Date of adjustment of interest from January 1, 1969, to some later date, and the date of the first premium will also change.

b) The amount of the mortgage will be reduced by approximately $100,000 from the amount previously approved which was $2,671,200. Approval was given for this mortgage at the 193rd meeting of the Board, December 14, 1967, in the amount of $2,671,200.
FINANCIAL STATEMENTS FOR
THE PERIOD ENDING
DEC. 31, 1968:

These statements are attached as Appendix B to these minutes. In reply to questions the Bursar explained that in the Schedule of Major Differences Between Budget and Income and Expenditure that each item which differed by an amount of $10,000 from the budget was reported and an explanation given as part of the financial report. It was agreed that the amount of $10,000 was a useful standard to use in this type of reporting.

STAFF CHANGES:

It was agreed that the Staff Changes which were circulated with the Notice of Meeting as Annex 1 and are attached to the minutes be approved.

PICKERING FUND:

It was reported that the University on January 10, 1969 received the first dividend cheque of $15,000 from the investment of 60,000 shares of Michael’s Equipment and Industries which is the capital for the Pickering Fund.

TERMINATION:

The meeting terminated at 6:45 p.m.

D. C. McEown,
Secretary.

D.A. Golden,
Chairman.