CARLETON UNIVERSITY

Minutes of the 205th Meeting

of the

BOARD OF GOVERNORS

Time: Thursday, February 27, 1969, at 4:30 p.m.
Place: Board Room, H. S. Southam Hall.

PRESENT:
Mr. D. A. Golden, Chairman, Mr. A. Andras, Mr. V. S. Castledine, Mr. D. M. Coolican, Dr. A. D. Danton, Mr. C. F. Elderkin, Mr. F. E. Gibson, Mr. C. L. Jeffrey, Mr. M. W. Mackenzie, Dr. G. E. Maynard, Mr. T. R. Montgomery, Mrs. A. H. Zimmerman. Also present: Mr. F. J. Turner, and Mr. D. C. McEown, Secretary.

MEETING DATES AND ARRANGEMENTS:
After some discussion it was agreed that members of the Science Faculty would be invited to the dinner following the next Board meeting on March 26, 1969 and tentative approval was given to the following schedule of meetings:

Building Committee - Thursday, March 13, 1969
finance Committee - Monday, March 10, 1969 at 4:30 p.m.
Finance Committee (Budget) - Tuesday, April 15, 1969 at 4:30 p.m.

Board Meeting - Wednesday, April 23, 1969 instead of Tuesday, April 29th, 1969

REPORT OF THE COMMITTEE ON THE APPOINTMENTS OF BOARD MEMBERS TO THE SENATE:
The Chairman reported that he, the President, and Mr. Elderkin as the Committee appointed by the Board at its last meeting, had asked Dr. Willis and Mr. Gibson to serve as the Board members on the Senate and they had agreed to do so. He, therefore, requested and it was agreed that the Board minute the appointment of Dr. H. L. Willis and Mr. F. E. Gibson to the Senate of the University, and appoint the Chancellor as a member of Senate, for terms ending June 30, 1971.

NEW UNIVERSITY GOVERNMENT:
The President reported on the progress of the implementation of New University Government. He indicated that students had now been elected to all of the Faculty Boards and that four students had been elected to Senate. He expressed regret that a larger number of students had not been elected to the Senate and particularly because there was not a
St. Patrick's student elected. He indicated that the Senate had held an election for their nominees as special appointments to Senate, and they had also elected the Executive Committee which is a steering committee for the Senate.

He reported that in regard to the special appointments to the Senate, the Senate had agreed to nominate the President of the Students' Councils from the Rideau River Campus and the St. Patrick's Campus and that the current Presidents would serve until the end of their terms at which time the Board will be asked to appoint their successors.

He indicated that he felt the students were making a significant contribution to the deliberations at various levels and though they did not shorten discussions they often sharpened the focus of the deliberations and provided some impetus in getting proposals acted upon. As an example, he indicated the progress of the proposal to have an open first year in the Faculty of Arts and related to the Board the concrete and useful way that the students had assisted in bringing forth this proposal.

The President reported on the Poverty Course which had been held by the Educational Commission of the Students' Council. He also indicated that the Arts Faculty Board had approved a course in Twentieth Century Living which, to some extent, will be much like the poverty course in that the students will determine the topics discussed, using the faculty as advisors and resource people. It was noted by members of the Board that while this is not done formally in other courses, this approach has been used by other members of the faculty before.

The President reported on the workshop which was held and indicated that though there was not a large number of students present for the workshop, he felt that those who had been there had gained something from the discussions.

The President reported on the Rideau River Campus Students' Council elections and indicated that he felt a number of able people had been elected.

The President reported that the proposed PhD programme in Sociology had been appraised and approved. He also reported that approval had been given by Senate to the change in the Journalism programme from three years to four years.

The President reported that the Committee of Presidents of the Universities of Ontario were re-examining their role and discussing changes that might be made within the organization to make it more effective.

The President reported that the provincial budget is expected on Tuesday, March 4, 1969, and at that time the universities expect to hear what the value of the unit will be. He indicated a change to method of counting graduates was being considered by the province.
and if this change was adopted it would adversely affect the amount of provincial financial support. He indicated that it was the University's expectation that this would be a tough budgeting year and that it was going to be difficult to allocate resources to meet the various needs particularly as related to the following:
- need for new faculty
- need to improve the library

In the discussion it was pointed out that the Provincial Faculty Association had met with the Minister of University Affairs to discuss the level of faculty salaries in the province and it was reported that they had requested adequate provincial support so that faculty salaries could be increased by 18%. As this relates to Carleton it was pointed out that at present the average salary for the various ranks at Carleton in comparison to others is low so that an attempt must be made to redress this competitive imbalance.

The President recommended that in line with the practice of other Ontario Universities that qualifying and first year students granted early admission from high school be charged $50 upon acceptance and that this fee be credited to their tuition fees at the time of registration and if the student did not register it would not be refundable except on compassionate grounds.

It was agreed to approve this recommendation.

The President reported that the Private Bills Committee was scheduled to consider the amendments to the Carleton University Act on Thursday, March 6, 1969.

The President reviewed the appointments that were presented to the Board and in reply to questions he indicated the procedures used in the appointment of faculty members and senior academic administrators.

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

**ACADEMIC APPOINTMENTS**

Effective July 1, 1969

Dr. B. R. Bociurkiw, Professor of Political Science and Chairman of the Committee on Soviet and East European Studies

M.A. (Manitoba), Ph.D. (Chicago) $19,500 p.a. plus $1,620 travel
born September 3, 1925 - married with 5 children

Dr. John Porter, Professor of Sociology

B.Sc., B. Sc. (London) travel allowance to be negotiated.
born November 12, 1921 - married with 2 children

Dr. W. Ammann, Associate Professor of Music

B. Mus. (Toronto), M. Mus. (Rochester), $14,000 p.a.
born August 10, 1910 - married
APPOINTMENTS, LEAVES, ETC.
(cont'd.):

Dr. David Chung, Associate Professor of Religion and History, St. Patrick's College
B.A. (Doshisha), B.D. (Toronto), Ph.D. (Yale)
born October 31, 1917 - married
$15,500 p.a. plus $310 travel

Guillaume Picot, Associate Professor of French
agrégation (1938)
born 1911 - married with 3 children
$15,000 p.a. plus $1,690 travel

Dogan D. Akman, Assistant Professor of Social Work
B.Sc. (Montreal), M.A. (Pennsylvania)
born May 9, 1940 - married - no children
$11,500 p.a.

Michael D. Bordo, Assistant Professor of Economics
B.A. (McGill), M.Sc. (London School of Economics)
born 1943 - married
$11,300 p.a. plus $450 travel

Carman Cumming, Assistant Professor of Journalism
B.A., B.J. (Carleton)
born November 21, 1932 - married
$11,500 p.a.

Diane E. Dubrule, Assistant Professor of Philosophy,
St. Patrick's College
B.A., (Cornell), M.A., Ph.D. (Toronto)
born May 14, 1943 - single
$10,200 p.a.

Dr. Francis Giesbrecht, Assistant Professor of Mathematics
B.S.A. (Manitoba), M.S., Ph.D. (Iowa State)
born November 13, 1935 - married with 2 children
$13,500 p.a. plus $1,100 travel

Dr. Robert B. Lovejoy, Assistant Professor of English
A.B. (Albany), M.A. (Kentucky), Ph.D. (Case Western Reserve)
born February 5, 1937 - married
$11,200 p.a. plus $700 travel

Dan C. McIntyre, Assistant Professor of Psychology
B.S. (Carroll College, Wisconsin), M.A. (Northern Illinois)
born December 17, 1942 - married
$10,300 p.a. plus $250 travel

Kathryn T. Molohon, Assistant Professor of Sociology
B.A. (Stanford)
born September 26, 1942 - single
$10,000 p.a. plus $500 travel

Archibald R. M. Ritter, Assistant Professor of Economics and International Affairs
B.A. (Queen's), M.A. (Western Ontario)
born October 25, 1941 - married with one child
$11,300 p.a. plus $700 travel
APPOINTMENTS, LEAVES, ETC. (cont'd.):

- Dr. Hans-George Ruprecht, Assistant Professor of Comparative Literature and German
  - D. Phil. (Saarbrucken)
  - born December 15, 1936 - married
  - Salary: $12,000 p.a. plus $800 travel

- J. E. Timbridge, Assistant Professor of Geography
  - B.A. (Cambridge), M.A. (Cantab)
  - born February 17, 1943 - married
  - Salary: $10,000 p.a. plus $900 travel

DEAN OF ENGINEERING

Effective July 1, 1969

- Professor D. A. George (for a six year term)
  - Salary to be established later

CANCELLATION OF SABBATICAL LEAVE

For the period June 1, 1969 to August 31, 1969

- D. A. George, Professor of Engineering

SABBATICAL LEAVE 1969-70

- Dr. K. D. McRae, Professor of Political Science
  - Half salary

- Dr. K. Paltiel, Professor of Political Science
  - Half salary

STUDY LEAVE 1969-70

- Roland Jeffreys, Assistant Professor of Classics, St. Patrick's College
  - $4,200 grant

EXTENSION OF STUDY LEAVE 1969-70

- Colin Farmer, Assistant Professor of Sociology, St. Patrick's College
  - $5,600 grant

- Elizabeth Bergin, Dean of Women, St. Patrick's College
  - $2,000 grant

RESIGNATIONS

Effective February 14, 1969

- M. S. Anand, Systems Manager, Computing and Data Processing Centre

Effective February 21, 1969

- Christopher Jermyn, Information Writer, Information Office

Effective May 2, 1969

- Brian A. Blevins, Alumni Executive Secretary

Effective June 30, 1969

- S. F. Kaliski, Professor of Economics

- Leopold Sauve, Assistant Professor of Mathematics, St. Patrick's College
APPOINTMENTS, LEAVES, ETC. (cont'd.):

Date to be determined later

Hilda G. Gifford, University Librarian

INCREASE IN SALARY RATE

Effective March 1, 1969

Linda Prince, Cataloguer, Library (for additional duties) $ 7,300 p.a.

PROMOTION

Effective July 1, 1969

Linda Prince, Assistant Chief Acquisitions Librarian

APPOINTMENTS TO THE SENATE:

Under the agreement concerning the New University Government and by the authority of section 21 (d) of the University Act it was agreed to terminate the appointment to the Senate of the following persons:

Elected Members of Faculty Boards prior to the Adoption of New University Government:

Marjorie N. Donald
John W. Strong
Richard L. Jackson
Peter John King
W. Irwin Gillespie
Eva M. Kushner
D. R. Wiles
G. E. Clarke
W. A. MacDougall
J. T. O'Manique
T. J. Scanlon
G. Irving
Nicole N. Vanier

Special Appointments:

Walter B. Herbert
Hilda G. Gifford
R. A. MacKaye
Frederick J. Turner
Wilfrid Eggleston
Norman D. Penn

and it was agreed to appoint the following persons to the Senate:

Elected Members of the Faculty Boards

For Terms Ending July 1, 1971:

Amberg, C. H.
Bernhardt, David
Bigg, Gordon
Couse, G. S.
APPOINTMENTS TO
THE SENATE
(cont'd.):

For Terms Ending July 1, 1971:

Jones, B. W.
Merkley, Paul C.
Oppenheimer, E. N.
Paquet, Gilles
Tassie, J. S.
Vanier, Nicole
Yole, R. W.

For Terms Ending July 1, 1970:

Anderson, Duncan
Cormican, Leo A.
Dilabio, Ron (student)
Findlay, Robin (student)
Frumhartz, Muni
Hincks, E. P.
King, P. J.
Macphail, M.S.
Neatby, H. B.
Scanlon, T. J.
Wehrle, Victor A. (student)
Wernham, J.C.S.
Wolfe, David (student)

For Terms Ending July 1, 1969:

Elbaz, Andre
English, Edward
Langford, Cooper
MacBougall, M.A.
Rosenberg, R. L.
Swallow, Ellenor
Tilson, Allistair
Walther, William

Secretaries of Faculty Boards Elected to Senate
- For Terms Ending July 1, 1971

Black, William
Gillespie, Irwin
O'Manique, J. T.
Sida, Derek

Special Appointments:

and it was agreed to appoint the following persons who have been
nominated by the Senate as special appointees for terms ending
July 1, 1971,

H.G. Gifford, University Librarian
W. B. Herbert, Gentleman
N. D. Penn, Director of Counselling & Health Services
J. I. Jackson, Registrar
G. R. Love, Director of Planning
APPOINTMENTS TO THE SENATE (cont'd.)

Special Appointments (cont'd.)

F. J. Turner, Bursar
V. F. Valentine, Dean of Student Services
Darwin Kealy, President, St. Patrick's Students' Union
Jerry Lampert, President, Carleton University Students' Council

Election of Members:

It was reported that the Senate had completed the election of its nominees to the Board and it was agreed that these nominees be elected to the Board of Governors for the terms indicated below:

For Terms Ending September 30, 1971

Professor E. M. Oppenheimer,
of the Department of German
Faculty of Arts
Associate Professor, H. A. MacDougall,
Vice Dean of St. Patrick's College Division
Faculty of Arts

For Terms Ending September 30, 1969

Professor M. Frumhartz, of the Department of Sociology,
Faculty of Arts
Mr. Robin Findlay, Student of the Faculty of Arts

and that upon the advice of the University solicitors, and until such time as the University Act is amended, Mr. Findlay's membership on the Board is qualified to the extent that he cannot vote on any contract between the University and persons or corporation outside the University.

REPORT OF STAFF WELFARE COMMITTEE:

The President as Chairman of the Committee led the discussion of the report. (The minutes of the 31st meeting of the Staff Welfare Committee are attached to the original of these minutes as a report of the Committee).

In the discussion of this report, Mr. Golden and Mr. Elderkin made the following declarations of interest; Mr. Golden declared that he was a member of the Ottawa Advisory Board of the Royal Trust Company, Mr. Elderkin declared that he was a member of the Ottawa Advisory Committee of the Canada Permanent Trust Company.

MAJOR MEDICAL PLAN:

It was reported that there had been numerous complaints concerning the major medical plan now in effect at the University and that requests had been received to reduce the amount of the deductible for the plan and to improve the maternity benefits. It was reported that in the discussions at the Staff Welfare Committee a number of alternatives had been considered and that the Staff Welfare Committee had agreed that before a proposal was made to the Board to change the existing medical plan, that a survey should be made of the faculty and staff to see what improvements they wished to be made to the plan in relation to the changes in the premium payment. It was pointed out that it was the understanding of
the Staff Welfare Committee that the 50-50 contribution of employee and University would be maintained if the plan was changed and the Board noted that the proposed alternatives which were being considered would involve additional expense to the University.

It was agreed that a survey of the staff and faculty concerning the medical plan be conducted.

RETIRED PLAN:

It was agreed that the following recommendations of the Staff Welfare Committee in respect of the retirement plan be approved.

Evaluation of Retirement Plan

- that an independent evaluation of the Royal Trust Fund be obtained at least once in five years and that the first evaluation should take place as soon as it is possible,

Increase in the Selection of the Equities

- that in addition to being able to select an investment of 0%, 25%, 50 1/3%, or 66 2/3% of the total retirement plan contributions in equities, a member be allowed to select an investment of 66 2/3% and it was further agreed that they should not be permitted to change their selections more than once a year.

Exemptions

- that , who reaches the age of in and whose appointment terminates , be exempt from the retirement plan.
- that , who reached the age of on , and whose appointment terminates , be exempt from the retirement plan.

Payment of First Month’s Retirement Benefit

- that the University apply pressure to the Royal Trust Company to cut down the time involved in processing the first cheque and that the cost of insuring payment one month following retirement be borne by the annuitant but that he be given the option of postponing the first payment of his pension to the second month after retirement.

Level of Retirement Income

The Board noted that the Staff Welfare Committee considered the question of the level of retirement income and in particular, the case of Mr. R. B. Gamble, and that it had been agreed that no action be taken in respect of this individual case until such time as Mr. Gamble had made formal application for consideration.

DEATH OF A STAFF MEMBER:

Upon recommendation of the Staff Welfare Committee it was agreed that the University make a payment equivalent to two months salary to the immediate next of kin of a regular full-time employee of the University immediately upon notification of the death of the employee.
MEMBERSHIP - STAFF WELFARE COMMITTEE:

Upon recommendation of the Staff Welfare Committee it was agreed to amend the Retirement Plan so the Staff Welfare Committee membership could be increased to include one more member from the Board and a member from the staff to represent the secretarial, clerical, and technical staff and it was further agreed that Dr. Willis be appointed to the Staff Welfare Committee as the member of the Board, effective at the time that the Retirement Plan is amended.

STAFF WELFARE PLANS INFORMATION:

The following information was reported:

Total Disability Plans

a) Increased Benefits

It was reported that consideration is now being given to increasing the premium to cover an increased benefit during disability on the basis of an annual percentage increase to co-workers in the same rank.

b) Eligibility Tied to Membership in the Retirement Plan

It was reported that the reason for tying eligibility to the total disability plan to membership in the retirement plan was to obtain the required percentage of the eligibility group. It was reported that statistics on membership on the Total disability plan showed that 582 out of 719 eligible employees had elected to join the plan. It was further reported because the University would be placed in a difficult position if a staff member who had declined membership in the plan were to become totally disabled, that a questionnaire had been circulated to ascertain the advisability of making the plan compulsory and that the results of this questionnaire had indicated that the majority of those who had declined to join had done so because they were not the principle wage earners in the family.

c) Mrs. Eileen Cox

It was reported that Mrs. Cox returned to work on September 23, 1968.

Retirement Plan

a) Request for Exemption from Retirement Plan while on Sabbatical Leave

It was reported that in line with previous decisions of the Board of Governors that Professor K.Z. Faltiel had been granted exemption from making contributions to the retirement plan during his 1969-70 sabbatical leave on the basis that he had contributed additional amounts in advance to cover this period.

b) Correction of Error - Mr. William Murray

It was reported that the cash value of Mr. Murray's pension accumulation was incorrectly reported to the last meeting of the Staff Welfare Committee as $216.93 and that this figure should have read $975.26.
Tying in of Retirement Plan and Group Life Insurance Plan

It was reported that as a result of a question raised by a member of the Board concerning the University's money purchase Retirement Plan and the decreasing Life Insurance Plan that the Informal Staff Welfare Committee had considered the question and reconfirmed its opinion that the money purchase plan offers greater portability and is superior to the final average salary pension plan tied in with a fixed amount of Life insurance.

Workmen's Compensation

It was reported that the manager of St. Patrick's College Bookstore had injured her back while lifting books on June 21, 1968, and that since that time she has missed a total of 79 days until December 17, 1968, when she returned to work for afternoons only. It was reported that it is the University's policy to continue to pay full salary to those on workmen's compensation with the compensation board reimbursing the University for 75% of a salary to a maximum of $6,000. It was further reported that the compensation board had written Carleton on January 17, 1969, saying that no further benefits were to be paid after December 17, 1968, and that on receipt of this letter the University wrote the Board asking for further information and also if their ruling is final. It was reported that the compensation board, after receipt of this letter, had restored compensation benefits.

Unemployment Insurance

It was reported that as a charitable institution the University is exempt from unemployment insurance compensation regulations and that this may cause hardships for some of the lower paid employees whose employment terminates. It was reported that this item was given as notice and that the matter would be discussed again at a future meeting.

Mr. Gibson, in the absence of Mr. Teron, the Chairman, led the discussion of this report. (The minutes of the Building Committee are attached to the original of these minutes as the report of the Committee.) The following recommendations of the Building Committee were approved by the Board:

Arts Lounge, Paterson Hall - that the University proceed with the renovation of the Arts Lounge in Paterson Hall at an estimated cost of $5,000, in the expectation that the cost could be charged against the Arts renovation project when it is approved but recognizing that if it is not approved that funds will have to be found for it from some other source.

Railway Fencing - that the University make application to the Canadian Pacific Railway for controlled pedestrian level crossings at such places which are appropriate to the existing traffic pattern.

Up-Grading of the University Emergency Electrical System and Alterations to the Maintenance Building - that the proposed additions and improvements to the emergency electrical system, fire alarm system, and alterations to the Maintenance Building for the purpose of improving these systems at an estimated cost of $132,982 be approved subject to provincial ratification and reassessment at the time priorities are established for the next fiscal year.
Map Library - Loeb Building - that the proposed renovations of the tunnel area in the second level of the Loeb Building for the purpose of a map library in the Department of Geography at an estimated cost of $950 be approved.

Tory Building - Alterations - that the proposed renovations of rooms 136, 160, and 162 in the Tory Building which are now being used for a variety of purposes on a temporary basis to faculty offices at an estimated cost of $1,975 be approved.

Eating Centre - that the recommendation by the Residence Administration Committee that the building now designated as the University Food Services facility be named the "Commons" be approved.

Residence Furniture - it was reported:

- that as a result of problems in timing it had been necessary to modify the procedure for the selection of furniture for the men's residence tower, (Glengarry House) and the University food service centre, (the Commons) and that the ordering of the furniture had been done on the basis of the selection made by a Residence Committee which was composed of residence students and the administration;

- that the Chairman of the Building Advisory Committee and the Chairman of the Building Committee had viewed the selections and had agreed to the modification of the procedure in this case;

- that as a result of the discussion of this item, the Building Committee had agreed that in the future the presentations made by interior designers concerning the selection of furnishings for new buildings would be made immediately prior to a Building Committee meeting to which all members of the Board would be invited and that the recommendations which would be coming forward from the User Sub-Committee concerning the furnishings for a project would be discussed at the Building Committee meeting immediately following the presentation.

It was agreed to confirm the selection of furniture which had been presented for Glengarry House and the Commons as reviewed by the Chairmen of the Building Committee and the Building Advisory Committee and it was reported that the presentation for the Administration Building would take place at 10:30 a.m., Thursday, March 19, 1969 in the Board Room, H.S. Southam Hall.

The following items were reported for information by the Building Committee to the Board of Governors:

Space by Function Formula - It was reported that the Building Advisory Committee was examining a space by function formula and that the details of this formula would be circulated to major users in the University and all members of the Board for comments and that it would be reconsidered after these comments had been received in later meetings.

Office Requirements - Arts and Science 1969-70 and After - It was reported:

- that the Building Advisory Committee was examining various proposals to relieve the immediate shortage of faculty offices in Arts and Science but that they had not reached a conclusion as yet;
Office Requirements - Arts and Science 1969-70 and After (cont'd.)

that the Building Committee had also directed that a detailed study
of the possibility of the construction of a general office building
should be made prior to any decision being taken in relation to the
alternatives being discussed.

Departmental Reading Rooms - It was reported that the Building Advisory
Committee had received from the Library Committee a statement of policy
about Departmental Reading Rooms.

Bookstore - It was reported that the Building Advisory Committee was
considering making a small amount of space available to the bookstore
for its operations next year but had deferred a final decision concerning
the long range decision about the location of the bookstore because of
the negotiations going on between Students' Council and the Administration
with respect to its management.

Revised Space Requirements Arts Division I - It was reported that the
Building Advisory Committee had reviewed the question of office size
in the space requirements of Arts Division I and had agreed that no
further action needed to be taken on this question at this time.

Laboratory Chairs, Biology - It was reported that the Building Advisory
Committee had approved the purchase of two posture chairs for a neuro-
physiological laboratory for delicate semi-micro dissection work and
that these chairs were above the normal standard provided for laboratories.

Membership Arts I User Sub-Committee - The new membership for this User
Sub-Committee was reported and it was also indicated that the Chairman
of the Building Advisory Committee would be discussing with Dean Farr
the possibility of adding student members to the Committee.

Classroom and Seat Utilization - It was reported that a study of classroom
and seat utilization had been examined by the Building Advisory Committee
and that at the present time both room utilization and seat utilization
was approximately 60% less than the factors which are used in other
jurisdictions and that as a result of this the University had some
distance to go before the reasonable efficiency could be gained in
respect of classrooms.

The following documents were presented to the Board in respect of this
item:

- the minutes of the 115th meeting of the Executive Committee
- a document entitled "Parking Garage"
- pages 3 and 4 of the minutes of the 120th meeting of the Building
  Committee. These documents are attached to the original of these
  minutes.

Mr. Gibson explained:
- that the Executive Committee had met on February 5 to examine the
  financing arrangements and other matters related to the Parking
  Garage.
- that the Executive Committee had agreed to the proposal that the
  Bank of Nova Scotia provide a line of credit to the University for
the purpose of financing the first parking garage on a maximum amount of $1,600,000 at prime rate plus 1/4% which would be subject to review each year for a period of thirty years.
- that the Executive Committee had directed that prices for this construction be obtained and that the Building Advisory Committee and the President's Committee on Parking and Traffic examine the following features of the proposal:
  - possible deletions from the design
  - the parking rate structure
  - relations with the University Community and the Public
- that the Building Committee had reviewed the results of the examinations by these two committees, the tenders, and the resulting budget, and had recommended that the University proceed with the construction of the first parking garage.

It was agreed:
- that the low tender of Janin Civil Works Co. Ltd. of $1,594,000 be accepted.
- that the tunnel located under the garage be constructed and that the cost of this facility ($40,000) be charged against the next provincially assisted services project.
- that construction of the garage proceed

The report from Mr. A. M. Laidlaw, Chairman of the Associates, to the Board of Governors is attached as Appendix A and the Board agreed to the following recommendations contained in this report:

- that the annual meeting of the Associates of Carleton be held on Thursday, May 20, 1969.
- that the following persons be named to a small Planning Committee for this event:
  Mrs. T. H. Dunn
  Mrs. Ruth Isbister
  Mr. Reg Hayden
  Mr. Mike Steers
  Mr. Brian Wilson

- that the following persons be invited to join the Association of Carleton:
  Mrs. Frank Ryan - Ottawa
  Rostand Lahalle - Public Relations Director, British Petroleum of Canada
  Norman Dunn - Manager Public Relations Department, Imperial Tobacco
  Grant McCarthy - Assistant Vice President, Metropolitan Life Insurance Company
  Russ Neill - Assistant Vice President (Staff) Bell Telephone Company of Canada
  R. K. Siddall - Assistant Secretary Great-West Life Assurance Company
  James E. Crandy - Deputy Minister of Consumer and Corporate Affairs
  J. Warren - Deputy Minister of Trade and Commerce
  Ralph Sewell - President of Coca-Cola Limited
The report concerning this item from Mr. Norman Penn, Director of Counselling and Health Services, to President Dunton, is attached as Appendix B. After some discussion it was agreed that:

a) the following staff be obtained for the operation of the services:
   - 1 full-time physician
   - 2 full-time nurses
   - 1 half-time nurse
   - 1 half-time psychiatrist
   - 1 full-time counsellor (in addition to Director)
   - 1 part-time counsellor

b) that the University establish a medical insurance programme for students who are not covered based on a premium for single students of $12 to $15 and that upon producing evidence of having equivalent or superior insurance coverage a student would receive a refund for the amount paid for insurance.

c) that a health fee of $6 to $8 would be charged to each full-time student to cover those charges not chargeable to insurance.

It was reported that the University received, from the Province of Ontario, a cheque in the amount of $1,000,000 representing the advance payment on Capital Construction and a debenture in this amount, dated February 15, 1969, was issued. Authority for the issue of this debenture was granted by the Board at its 204th meeting in a resolution authorizing the issuance of debentures of $7,500,000 for the eight month period ending September 30, 1969.

The Estate of the Late Francis C. C. Lynch - It was reported that the University has received a cheque in the amount of $4,641.27, being the University's share (one-third) of the income on hand as of December 31, 1968, from the above estate.

It was reported that negotiations will begin with Saga Food Limited in March 1969, about the renewal of their contract for the year 1969-70. Indications received to date, from the students and the University community are that they are presently satisfied with the services provided by the company. Negotiations of the contract will be concerned with the changes resulting in the operating of the new Commons in the residence area.

It was reported that the consultants have completed the interview stage of their study of the financial operations of the Bursar's office and that the report will be discussed with the President next week.

It was reported that a sub-contractor on the Glengarry House and Commons project had declared bankruptcy and as a result of this lien had been placed against the University. It was further reported that
LIENS:  
(Cont'd.)  
the general contractor, Thomas Fuller and Company, is attempting to take those steps necessary to have the liens removed, but that until this happens (or other appropriate action is taken and while there are liens registered against the University) the University cannot draw the mortgage money from C.M.H.C. for this project.

C.U.P.E.  
NEGOTIATIONS:  
It is reported that the present negotiations with C.U.P.E. have gone to conciliation at the request of the Union. In the direct negotiations tentative agreement had been reached on all points except wages, and that the difference between the positions on wages was very small. A conciliation officer has been appointed and the first meeting is to take place on March 13, 1969.

BUS SERVICE:  
It was reported:

- that the University had undertaken with the University of Ottawa and Algonquin College a transportation study in an attempt to ascertain ways of improving the public transit system service to these institutions.
- that as a result of the study made by the University in this regard that it was proposed to experiment for the period of one month with the operation of a bus service from the west end of Ottawa to Carleton, St. Patrick's, Algonquin College and the University of Ottawa.
- that negotiations had not yet been completed with the other two institutions as to the extent of their involvement, but that even if this service was limited to use by Carleton University, it would give the University the opportunity to assess the effect of such a service.

It was agreed that up to an amount of $3,000 could be expended upon this experiment.

FINANCIAL STATEMENTS:  
The financial statements for the period of July 1, 1968 to January 31, 1969 were distributed and are attached as Appendix C.

STAFF CHANGES:  
It was agreed that the staff changes which were circulated as Annex 1 with the notice of meeting be approved.

TERMINATION:  
The meeting terminated at 7:00 p.m.

D. C. McEwan  
Secretary

D. A. Colden  
Chairman