CARLETON UNIVERSITY

Minutes of the 206th Meeting
of the
BOARD OF GOVERNORS

time: Wednesday, March 26, 1969, at 4:30 p.m.
place: The Board Room - H. S. Southam Hall

Present:
Mr. D. A. Golden, Chairman, Mr. G. E. Beaumont, Mr. J. C. Clarke,
Dr. A. D. Dunton, Mr. C. F. Elderkin, Mr. F. E. Gibson, Mr. C. L.
Jeffrey, Dr. G. E. Haynard, Mr. T. R. Montgomery, Dr. L. Rasminskey,
Professor E. M. Oppenheimer, Professor M. C. Frumhartz, Professor
H. A. MacDougall, Mr. R. Findlay, Mrs. A. H. Zimmerman. Also present:
Mr. F. J. Turner, Professor G. R. Love, and Mr. D. C. McEown, Secretary.

Welcome to the Board:
The Chairman welcomed Professor E. M. Oppenheimer, Professor M. C.
Frumhartz, Professor H. A. MacDougall, and Mr. R. Findlay to their first
meeting.

Minutes:
The minutes of the 205th meeting which were circulated prior to the
meeting were approved with the following amendment:

that on page 1675 of the minutes, the item entitled, "Increase in
Selection of Equities", be deleted and the following substituted:

therefore:

Increase in Selection of Equities:

that in addition to being able to select an investment
of 0%, 25%, 33 1/3%, or 50% of the total Retirement
Plan contributions in equities, a member be allowed
to select an investment of 66 2/3%, or 75% and it was
further agreed that they should not be permitted to
change their selections more than once a year.

Amendment to the University Act:
The President reported that a) he and the solicitor had appeared before
the Private Bills Committee of the Legislature for the examination of the
proposed amendments to the University Act, b) the Committee expressed a
great deal of interest in the philosophy behind New University Government,
c) the Committee unanimously approved the proposed amendments, d) it is
not known when the amendments will take effect.

Budget:
The President reported that the increase in the unit value was only
5.5% and that this was not sufficient to provide for any significant
improvement in those areas which the University is deficient. He
indicated that even this 5.5% increase was misleading because the method
of counting graduate students has been changed which has the effect of
reducing the percentage increase by approximately 2%. This latter action
was taken without adequate consultation between the Committee on University Affairs and the Department, and the Universities and the President expressed extreme disappointment in the procedures used by the Committee and the Department. The President suggested that the financial situation will have a cumulative effect over the next few years in terms of the student/faculty ratio, an immediate effect for the next fiscal year is that it is going to be very difficult to redress the comparatively poor faculty salary situation at Carleton and that to maintain our present situation it will be necessary to sacrifice both equipment purchases and administrative programmes at the University. He indicated to the Board that it appears on an average in the province, faculty salaries would be increased by 10% and that Carleton should do better than this to improve its relative position within the province.

CHANGES TO THE FIRST YEAR PROGRAMME IN THE FACULTY OF ARTS:

The President reported that the Senate had, on March 26, 1969, discussed a proposal to allow students to pick any five first year courses which would be a change from the present situation in which first year students were required to select from certain specified courses. He reported that the Senate had approved the proposal for implementation in 1969/70 and in reply to questions indicated that the adoption of this proposal will require some shift in the use of resources and that there will be a need for more counselling for students to assist them in their selection of courses for their first year.

LIBRARY ACQUISITIONS:

In reply to a question the President indicated that he hoped $750,000 will be allocated to main library acquisitions.

OPEN MEETINGS OF SENATE:

The President outlined the background and the events leading up to the decision made recently by the Senate to have their meetings open to the University community and to the press, and reported that the first open meeting was held on the 26th of March, 1969.

APPOINTMENTS, LEAVES, ETC.:

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

Academic Appointments

Effective July 1, 1969

Dr. J. A. Young, Visiting Professor of Chemistry
B.S. (Indiana), A.M. (Oberlin), Ph.D. (Notre Dame)  
$17,000 p.a.

Dr. A. J. Little, Associate Professor of Economics, St. Patrick's College
B.A. (Nottingham), M.Com., Ph.D. (Melbourne)  
$14,300 p.a.  
plus $1,125 travel
APPOINTMENTS, LEAVES, ETC. (CONTINUED):

Basil F. Mogridge, Associate Professor of German
B.A., M.A. (Cambridge), Diplôme du Collège d'Europe (Bruges) $12,500 p.a. plus 750 travel

Peter J. Williams, Associate Professor of Geography

Miss Elizabeth Barrett, Assistant Professor of English
B.A. (Memorial), M.A. (Alberta) $10,000 p.a. plus 600 travel

J. A. Brooke, Assistant Professor of Philosophy
B.A., M.A. (Alberta) $10,000 p.a. plus 900 travel

Dr. Bruce A. Cox, Assistant Professor of Sociology
B.A. (Reed College), M.A. (Oregon), Ph.D. (California at Berkeley) $12,000 p.a. plus 900 travel

John de Vries, Assistant Professor of Sociology
B.A. (Sir George Williams), M.S. (Wisconsin) $10,300 p.a. plus 600 travel

C. C. Eglington, Assistant Professor of Law
B.A., LL.B. (Sydney, Australia) $10,000 p.a. plus 500 travel

Grover F. Goodwin, Assistant Professor of History
B.A. (Virginia) $10,000 p.a. plus 300 travel

Edward R. Kantowicz, Assistant Professor of History
B.A. (St. Mary of the Lake), M.A. (Chicago) $10,000 p.a. plus 450 travel

Mr. D. T. LaBelle, Assistant Professor of History
B.A. (Massachusetts), M.A. (Chicago) $12,000 p.a. plus 500 travel

George McKnight, Assistant Professor of English
B.A. (British Columbia), M.A. (McMaster) $10,500 p.a. plus 250 travel

Dr. Peter Tan, Assistant Professor of Mathematics
B.Sc. (Sun Yat Sen), B.A. (Luther College), M.A. (Saskatchewan), Ph.D. (Toronto) $11,700 p.a. plus 900 travel
APPOINTMENTS, LEAVES, ETC. (CONTINUED):

Dr. R. E. Thomas, Assistant Professor of Engineering
B.Sc. (New Brunswick), Ph.D. (London), D.I.C. (Imperial) $12,000 p.a.

James A. Vantour, Assistant Professor of Sociology, St. Patrick's College
plus 900 travel

Mrs. Jill McCalla Vickers, Assistant Professor of Political Science,
St. Patrick's College
B.A. (Carleton) $10,250 p.a.
plus 750 travel

William G. Webster, Assistant Professor of Psychology
B.Sc. (McGill), M.A. (Cornell) $10,000 p.a.
plus 300 travel

Mrs. Katherine Young, Lecturer in the Department of Religion
B.A. (Vermont) $8,000 p.a.
plus 250 travel

Director, Division I, Faculty of Arts

Effective July 1, 1969

Trevor Tolley, Associate Professor of English
(for a six year term) $17,500 p.a.

Administrative Appointment

Effective July 1, 1969

Dr. Donna Blum, Counsellor, Counselling and Health Services
B.A., M.A. (British Columbia), Ph.D. (Ottawa) $12,000 p.a.

Library Appointments

Effective May 19, 1969

Mr. P.K.G. Filotas, Foreign Language Cataloguer
B.A., B.L.S. (Toronto) $7,700 p.a.
plus 300 travel

Effective June 1, 1969

Mr. A. L. Liros, Cataloguer
B.A. (Sir George Williams), B.L.S. (Toronto) $7,700 p.a.
plus 150 travel

Effective July 1, 1969

Mrs. Kathy E. Ziman, Reference Librarian
B.A., B.L.S. (British Columbia) $7,400 p.a.
APPOINTMENTS, LEAVES, ETC. (CONTINUED):

SABBATICAL LEAVE 1969-70

Dr. N. H. Lithwick, Associate Professor of Economics  half salary

LEAVE OF ABSENCE 1969-70 WITHOUT PAY

K. D. Bicha, Associate Professor of History

D. C. Anglin, Professor of Political Science

RESIGNATIONS

Effective March 15, 1969

Mrs. Linda Lucas, Programming Assistant, Computer Centre

Effective June 30, 1969

Sukesh K. Ghosh, Assistant Professor of Economics

Mary E. Tanton, Assistant Professor of Social Work

REMOVAL ALLOWANCE

Professor John Porter, Professor Sociology  $ 900

APPOINTMENTS TO THE SENATE:

It was agreed that Mr. Bruce Brittain, President of the Carleton University Students' Council and Mr. Ian Ressor, President of St. Patrick's College Student Union be appointed as special appointees of the Senate for terms ending June 30, 1971 and to terminate the appointments of Mr. C. Lamport and Mr. D. Kealy subject to the appropriate nominations being received from the Senate.

APPOINTMENT TO THE STANDING COMMITTEES OF THE BOARD:

It was agreed that:
- Professor I. M. Oppenheimer be appointed to the Building Committee,
- Mr. R. Findlay be appointed to the Building Committee,
- Professor M. C. Frushartz be appointed to the Finance Committee,
- Professor N.A. MacDougall be appointed to the Development Advisory Committee

REPORT OF THE FINANCE COMMITTEE:

Mr. C. F. Elderkin, Chairman of the Committee led the discussion of the report. (The minutes of the 60th meeting of the Finance Committee are attached to the original of the minutes of the Board of Governors as a report of the Committee.)
CONSULTANT'S REPORT ON THE FINANCIAL OPERATIONS OF THE UNIVERSITY BUSINESS OFFICE:

Mr. Elderkin reported that the Finance Committee had considered the draft report of the Consultant, Kates, Peat, Warwick and Co., and that the Committee had discussed the recommendations contained in the report with Mr. Domp of that firm. He further reported that the Bursar had been asked to prepare his comments on the report and to prepare a confidential statement concerning the staffing changes which would result from the implementation of the recommendations and that these matters would be considered at the next meeting of the Finance Committee.

BANK OF NOVA SCOTIA:

It was reported that the Finance Committee had considered the provision of new premises for the Bank of Nova Scotia and it had established the prerequisites which the University would use in their negotiations of a lease for the new premises.

INSURANCE:

It was reported that the Finance Committee had made the following recommendations in respect of insurance:

a) that the University should have blanket fire insurance coverage with a stated amount clause based on 100% of the values indicated on the Statement of Values form.

b) that the action of the Bursar be confirmed in raising the third person liability coverage from $500,000 to $1,000,000 for the Automobile Fleet, and the non-owned automobile insurance at an increase to the annual premium of $79.00 and $1.94 respectively.

It was reported that our present insurance coverage provides for malicious damage for occurrences such as happened recently in Montreal.

SECOND MORTGAGES:

It was reported that the Finance Committee recommended approval of the second mortgages listed in Appendix A of the minutes of the 60th meeting of the Finance Committee.

SENIOR FACULTY SALARIES:

It was reported that the Finance Committee had directed that the reported amount of Professor John Porter's annual salary be recorded in the original copy of the minutes of the Finance Committee.

ESTIMATED CAPITAL DEFICIT AT MARCH 10, 1969:

It was reported that the Committee had been informed that the estimated capital deficit on completion of construction in progress on March 10, 1969, as tabled with the Finance Committee was $1,080,147.

It was moved by Mr. Elderkin, seconded by Mrs. Zimmerman that the report of the Finance Committee be approved. Carried.
Mr. J. Clarke acting for the Chairman, led the discussion of the report. The minutes of the 121st meeting of the Building Committee are attached to the original of the minutes of the Board of Governors as a report of the Committee.

**Provincial Capital Assistance:**

The Chairman asked Dr. Love to speak to the subject. It was reported that:

a) The Committee of University Affairs and the Department of University Affairs have, in conjunction with the universities, established a study of the inventory and utilization of the physical facilities of the provincially assisted universities of the province of Ontario.

b) The purpose of this study is to provide the information necessary for the development of a formula method of allocating capital funds to the universities by the Province.

c) As a result of the critical financial position of the Provincial Government, the Department of University Affairs and the Committee, without having all of the information available from the study, developed an interim capital formula to determine the financial allocation for the next fiscal year.

d) On the basis of the interim capital formula the assessment for Carleton was that it had enough space for its expected growth until 1974/75 and as a result of this assessment the capital allocation for this year ($5,164,000) is just sufficient for the completion of construction now underway and does not provide for any new facilities.

e) The interim formula establishes that the average space requirement per full-time student for the Province of Ontario is 130 square feet net assignable and that the average cost of each square foot is $55.

f) In addition to the amounts set aside for new construction, the Province has set aside for the next five years approximately $200,000,000 to be used for replacements, renovations, and site services for the province as a whole, and it was reported that there has been no allotment made to Carleton in these categories for the next fiscal year.

g) An error of 129,000 net assignable square feet was made by the Province in calculating the size of the University's facilities for the five year period. This error has been acknowledged and the change that results is that instead of not needing space until 1974/75, the University, by formula, will require new space in 1973/74.

h) It is expected that it will take at least another month to completely assess the effects of the formula and the validity of its criteria and that in the interim, letters have been sent, and will be sent, to the Department of University Affairs in an attempt to clarify the applicability of the formula to the following questions:

1) Residence Dining Area
2) St. Patrick's College
3) School of Architecture - Equipment and Facilities
i) The Building Committee considered the advisability of slowing down or stopping work in connection with certain programmes underway and discussed in particular, the architects proceeding with the design of Arts I, however, the Committee did not take any specific action because all information was not yet available.

It was agreed that until a more accurate assessment of the situation could be made that the architects should proceed with the plans of the Arts I Building.

The Chairman reported that the Building Committee made the following recommendations to the Board:

Administration Building Furniture – that the designs presented to the Building Committee by the interior designers for the Administration Building be approved subject to the technical changes which had been explained, being incorporated into the design and that this recommendation was based on the report that the cost of the proposed furniture was within the budget allocation.

Membership – Building Advisory Committee – on recommendation of the Building Advisory Committee it was agreed that Mr. R. Manchee be appointed in place of Mr. George Hunter as the student member of the Building Advisory Committee.

Controlled Environment Facility – It was agreed that the seminar rooms listed in the request of the Biology Department could be furnished either as faculty offices or as seminar rooms, but that the Building Advisory Committee was not prepared to recommend additional provision of seminar lounge furniture in a faculty office.

Alterations – Library – It was agreed that the proposal to change library offices at an estimated cost of $100, to a work area in the Library, as requested, be approved.

The Building Committee received the following information:

Office Requirements, Arts and Science, 1969/70 – A report of progress from the Building Advisory Committee concerning this problem.

Administration Building – A report of progress of the construction of this project was received, and it was indicated that the major portion of the building is expected to be occupied during the first week of September.

Changes in Space Allocation:

A number of requests for changes in the space allocation were received by the Building Advisory Committee, but no action was taken concerning these items.

Renovations:

It was reported that a list of renovations proposed for the next term had been tabled with the Building Advisory Committee.
REPORT OF THE BUILDING COMMITTEE (CONTINUED):

Arts Lounge, Paterson Hall:

It was reported that the Building Committee had re-examined the proposal for renovating the Arts Lounge in Paterson Hall as a result of the current financial situation but on conclusion of their discussion had decided not to change their previous recommendations.

Railway Fencing:

It was reported that the Building Committee had re-considered the provision of controlled pedestrian level crossings as a result of the recent financial situation but had decided not to change their previous recommendation.

GLENGARRY HOUSE:

It was reported that a number of students had visited Glengarry House, either officially or unofficially, and as a result of these visits a number of complaints had been forwarded to the Director of the Physical Plant about the facilities that were provided. Dr. Love reported, that on a comparative basis in 1966 figures, the cost per room for the present residences is $7,600 and that the University had to provide rooms in Glengarry House at a budget figure of $5,600 per room because of provincial restriction, and that the space per student was 318 square feet per student in the older residences, as compared with 243 square feet in Glengarry House. As a result of this reduced scale it was suggested that it is understandable that the new facilities do not compare favourably with the old. It was further reported that the Director of the Physical Plant and the members of his staff were taking all possible measures to remedy any difficulties that arose from legitimate complaints and that this process had resulted in a series of meetings with the Residence Administration Committee and Residence Students' Council. It was further reported that as a result of these discussions two changes to the facilities were proposed and recommended by the Residence Administration Committee but that these recommendations, because of limitations of time, had not been considered by either the Building Advisory Committee or the Building Committee. The changes were:

a) to install carpeting in the study rooms within suites in the building
b) to remove the present fixed closets in 146 single rooms and substitute moveable cupboards so that the students have more flexibility in arranging the furniture in their rooms.

It was reported that the estimated costs of these changes was $49,000 and that it was possible to finance this by increasing the mortgage which would result in an estimated additional room charge per year for all resident students of $5 per student. In reply to questions it was reported that the students had been informed of this increased room charge and had agreed to the recommendations recognizing this fact. It was agreed that the changes outlined above be approved.

It was moved by Mr. Clarke, seconded by Mrs. Zimmerman, that the report of the Building Committee be approved. Carried.
REPORT OF THE INVESTMENT COMMITTEE:

Mr. Beamant, substituting for the Chairman, led the discussion of the report. (The minutes of the 104th meeting of the Investment Committee are attached to the original minutes of the Board of Governors meeting as a report of the Committee.) Mr. Beamant outlined the previous transactions which were reported and approved by the Committee. He outlined the temporary investments made on the University's behalf from funds which were available to the University on a short-term basis. He reported on the purchase and sale of the quarterly investments of commons and the purchase and sale of investments relating to the Parker Loan Fund and Endowment Fund Bond. He explained that at the request of the Finance Committee the Investment Committee had considered whether it would be appropriate to take faculty second mortgages into the investment portfolio and that after some discussion the Committee was recommending that it would not be appropriate.

It was moved by Mr. Beamant, seconded by Mr. Elderkin, that the report of the Investment Committee be approved. Carried.

NEGOTIATIONS WITH THE CANADIAN UNION OF PUBLIC EMPLOYEES:

Mr. Jeffrey, Chairman of the Committee, led the discussion of the report. The report of the Committee is attached to the original of these minutes of the Board of Governors. Mr. Jeffrey, in his report to the Board, outlined the steps and procedures that had been taken to come to an agreement with the Canadian Union of Public Employees representing the maintenance and trades employees of the University. He indicated that the agreement was for two years with an average increase in wages over this period of 25.84%, and that this agreement had been ratified by the University on the advice of the Chairman of the Committee, the Chairman of the Board, and the President. On behalf of the Committee he made the following recommendations to the Board:

a) that the Board confirm the act of ratification
b) that the Board of Governors of Carleton University record its appreciation to Mr. Jerry Maxwell of Atomic Energy of Canada Limited who, during the course of the negotiations, provided valuable assistance and advice to the Committee, its Chairman, and Mr. Whynham.
c) that at the request of the University staff a standing committee of the Board be established to assist the administration in the conduct of future negotiations and to develop policy in relation to Unions at the University.

It was agreed that the recommendations of the Committee be approved and that the membership of the standing committee is Mr. Jeffrey, Chairman, Dr. Gray and Mr. Venables, members.

Bursar's Report:

Operating Grant:

It is reported that the University received on March 19, 1969, a cheque in the amount of $1,548,477 which represents the final installment of provincial government support for operating expenditures in the 1968/69 fiscal years. Included in this amount was $100,000 which represented an adjustment for unit support of part-time students in 1967/68 fiscal year.
Computer Support:

It is reported that the University received on March 19, 1969, the amount of $63,679 representing the third and final installment of the 1968/69 computer grant for Carleton University. The grant was paid in three installments and the total amount received for computer support from the provincial government was $203,679.

Issue of Debentures:

It is reported that the University received from the province of Ontario on March 25, 1969, a cheque in the amount of $1,000,000 representing the advance payment on capital construction and a debenture in this amount dated March 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.

Adjunct Professors:

It was explained that for some time the University and the National Museum of Natural Sciences and the Research Branch of the Department of Agriculture had been working in close co-operation in matters of research and teaching with the Department of Biology of the University and that permission was requested to formalize these arrangements in the form of an agreement between the University and these two government bodies. It was explained that the purpose of the agreement was to provide for honourary appointments of government scientists as adjunct professors and to outline the conditions under which faculty and students would have access to government laboratories and other facilities. In reply to questions it was pointed out that there were no financial requirements involved in the agreement and that the procedure of providing honourary appointments to staff of institutions to assist the University in its instructional programme was a common practice at many institutions. It was agreed that permission be granted for the University to enter into this agreement and to make appointments of adjunct professors.

Negotiations with Saga Foods:

Mr. Turner outlined the various items of the proposed agreement with Saga Foods Limited which were contained in his report to the Board. The major items were:

a) that the Residence Board rate be established at $2.03 per day if the residences are completely full, and this rate is 6¢ less than the present board rate.

b) Vending Arrangements - It was reported that Saga Foods Limited had agreed to enter into a sub-contract with Mr. John Nelson for all food vending on the Rideau Campus, including the operation of a manual snack bar in the Commons, and that Saga will pay the University $16,700 per year as a rebate on the vending operations.
BURSAR'S REPORT (CONTINUED):

c) that negotiations had not been completed with Saga Foods concerning the operations of food services at St. Patrick's but that this could be handled either as an addendum to the contract or as a separate contract.

It was agreed to renew the contract with Saga Foods Limited for the operation of food services at Carleton University for the fiscal year 1969/70, on the basis of the information reported to the Board and that the question of a management fee at St. Patrick's be dealt with either as an addendum to the contract or as a separate agreement.

Mechanic's Liens:

It was reported that the University had been successful in having all of the mechanic's liens removed from the Glengarry House and the Commons projects long enough so that the major portion of the mortgage money could be drawn from C.M.I.C.

Financial Statements:

The operating statements for the period July 1, 1968, to February 28, 1969, are attached as an appendix to these minutes. Mr. Turner led the discussion of the statements and outlined the significant items contained in them.

Staff Changes:

It was agreed that the staff changes which were circulated with the notice of meeting as Annex 1 be approved with the deletion of the item on page two in respect of Mr. D. Lauber.

BOARD MEETINGS:

The Chairman of the Board pointed out that it was very difficult to get members of the Board to attend meetings at 4:30 p.m., and it was even more difficult to find members of the Board who had time to attend the dinners following. It was agreed, therefore, that the remainder of the meetings for the Board for this academic year would be held as Luncheon meetings at 12:30 p.m.

It was pointed out that there are a number of activities to which Board members are invited to attend which will take place in the last week of May, and that there was a conflict between the Board meeting scheduled for May and the Annual Meeting of the Associates. It was, therefore, agreed that the Board meeting for May would be scheduled for Wednesday, May 28, 1969, at 12:30 p.m., and the Secretary was to inform all members of the Board about this change, and the following schedule of events; Annual Meeting of the Associates - Thursday, May 29, 1969, at 4:00 p.m., the installation of the Chancellor at the first convocation to be held in the morning of Friday, May 30, 1969, the second convocation to be held on the afternoon of May 30, 1969, the St. Patrick's convocation which is scheduled for the afternoon, Saturday, May 31, 1969.
DUMPING OF REFUSE: It was reported by a member of the Board that some persons had been dumping garbage on the land immediately north of the Sunnyside extension road, and he requested that some action be taken to prevent this. In commenting on this request, the Bursar pointed out that signs had been erected in this area prohibiting the dumping of refuse and that the major portion of this land was not University property, but that he would review the situation again.

TERMINATION: The meeting terminated at 6:00 p.m.

Mr. D. A. Golden, 
Chairman

Mr. D. C. McEown, 
Secretary.