CARLETON UNIVERSITY

Minutes of the 210th Meeting
of the
BOARD OF GOVERNORS

Time: Thursday, September 25, 1969, at 4:30 p.m.
Place: The University Commons

PRESENT:
Mr. D. A. Golden, Chairman, Mr. A. Andras, Mr. G. E. Beament,
Mr. V. S. Caileodine, Mr. J. C. Clarke, Mr. D. Duclos,
Dr. A. D. Dunton, Mr. C. F. Elderkin, Mr. R. Findlay, Professor
M. C. Frumhartz, Mr. F. E. Gibson, Mr. C. L. Jeffrey, Mr. A. M.
Laidlaw, Professor H. A. MacDougall, Mr. M. W. Mackenzie, Dr. G. E.
Maynard, Mr. T. R. Montgomery, Dr. L. Rasminske, Mr. W. Teon,
Mr. F. K. Venables, Mrs. A. H. Zimmerman. Also present: Mr. A. B.
Larose, Mr. J. E. Whenham, and Mr. D. C. McEwen, Secretary.

MINUTES:
It was agreed that the minutes of the previous (209th) meeting be
approved as distributed.

Minute Amendments:
It was agreed to amend the record of attendance for the 207th and
208th meetings of the Board of Governors to show that Mr. Coolican
was present.

It was agreed that the minute on Page 1692, of the 206th meeting of
the Board of Governors, held on March 26, 1969, in respect of the
establishment of a permanent committee of the Board for labour
negotiations be amended so that it reads, "a continuing committee of
the Board" instead of, "a standing committee of the Board."

TENURE OF THE PRESIDENT:
After some discussion, it was agreed that the resolution prepared
by the Executive Committee be referred back for some re-drafting.

In accordance with the provisions of By-law #15, the President
was not present during the discussion of this item.
The Chairman reported that the Nominating Committee of the Board had met on Wednesday, September 24, 1969. He indicated that the University had received letters of resignation from Mr. C. H. Everett and Mr. A. N. Laidlaw, and had received a letter from the Alumni Association recommending the nomination of Miss Ruth Richards as the Alumni representative on the Board in place of Mr. C. L. Jeffrey.

The Chairman reported that the Nominating Committee would be proposing a formal resolution of election at the October meeting incorporating the following and offered to the members of the Board the opportunity to discuss these recommendations at this meeting, since, in accordance with the practice of the Board, the proposed members would be asked to attend the October meeting.

a) The following members were proposed for re-nomination for a further three year term, ending on September 30, 1972:

- Dr. G. E. Maynard
- Mr. W. Tetro
- Dr. H. L. Willis
- Mrs. A. H. Zimmerman

b) It was explained that the Committee had not proposed re-nomination of Mrs. E. D. Fulton or Mr. A.B.R. Lawrence, in the former case because she was unable to attend meetings since her move to Vancouver, and in the latter case, because it was difficult for Mr. Lawrence to serve on the Board while he held an appointment in the Cabinet of the Province of Ontario.

c) It was proposed that three of the vacancies created be filled by the election for a three-year term, ending September 30, 1972 of:

- Mr. C. L. Jeffrey
- Mr. H. Soloway
- Dr. Schneider

d) Mrs. Zimmerman indicated that she was not prepared to accept a re-nomination to the Board and after an attempt by the Chairman and members present to change Mrs. Zimmerman's mind, the Board acceded to her request.

e) It was proposed that should Dr. Schneider be unable to accept the nomination that Dr. Malcolm Brown be asked to serve and that Mr. Pierre Juneau be asked to serve to fill the vacancy created by Mrs. Zimmerman's decision.

f) It was proposed that the two-year vacancy be held open for a candidate who would be representative of the general employee groups of the city of Ottawa and that it had been suggested that an official of the Public Service Alliance would be such a person.
It was agreed that Mr. Larose, Bursar, and Professor G. J. Wood, Chairman of the Committee on Admissions and Studies, be appointed as special appointments to the Senate, for terms ending June 30, 1971.

The President reported that the University had projected enrolment for this term on the basis of an increase of slightly less than 11%. He reported that according to the information available it is now estimated that the Rideau River Campus enrolment has increased by approximately 20% and the St. Patrick’s Campus enrolment has increased by approximately 12%. First year enrolments were reported in as follows: Rideau River Campus, 27%; St. Patrick’s Campus, 50%; Rideau River Campus, Arts, 30%; Science, 20%; Engineering, Journalism, and Commerce having a small increase in each.

The President reported that as a result of the Senate decision last year giving first year Arts students a free choice in the selection of their classes, that significant changes in the distribution of registration amongst disciplines had taken place and the trend which has developed indicates a significant increase in the Social Sciences, particularly in Sociology and Anthropology which has a registration in its first year courses of 2,000 students.

It was reported that some of the difficulties that have arisen are due to the fact that the Senate’s decision was made after the administrative arrangements had been prepared for this year and therefore, it was difficult to re_allocate the resources necessary to cope with this change in the pattern.

The President indicated that as a result of this situation, the University was undertaking a study of its enrolment so that the necessary readjustments could be made to the projections in time for the meeting with the Committee on University Affairs in November. In reply to questions, he indicated that according to the information available it did not appear that the size of the increase was general within the province, but a few other universities in the province had increases larger than projected.

He reported that the present estimates indicate that there will be a full-time enrolment on Rideau River Campus this year of 6,000 students, with 1,050 full-time students at the St. Patrick’s Campus and approximately 5,000 part-time students at both campuses. If this trend continues the University could expect 12,000 full-time students by 1975.

It was agreed that the following recommendations of the President be approved.
APPOINTMENTS, LEAVES, ETC. (CONTINUED):

ACADEMIC APPOINTMENTS

Effective July 1, 1969

Mrs. Janice M. Valden, Lecturer in Spanish, St. Patrick's
B.A. (Toronto), M.A. (Michigan) $ 9,000 p.a.

ADMINISTRATIVE APPOINTMENTS

Effective September 22, 1969


EXTENSION OF RESEARCH APPOINTMENT

For the period November 15, 1969 to February 28, 1971

W. J. Polan, Research Associate in the Department of Sociology and Anthropology, St. Patrick's College
nominal salary

SABBATICAL LEAVE 1970-71

Mrs. Anna M. Rosenberg, German 1/2 salary

LEAVE OF ABSENCE WITHOUT PAY, 1969-70

Peceter Krune, Associate Professor of Chemistry

REPORT OF THE EXECUTIVE COMMITTEE:

The report of the Executive Committee was circulated to members
of the Board prior to the meeting as Document #3 and is attached
to the original of these minutes. It was agreed that the report,
as presented, be approved.

NON-FORMULA PROJECTS:

It was agreed that of the non-formula projects, that the following
projects or parts of projects listed below, are considered essential
and construction should proceed on these projects subject to
examination of tenders, when received, by the President and the
Chairman of the Building Committee.
Sewer and Water Project $409,000
Architectural Furnishings 80,000
Emergency Power and Alarm Equipment 133,690
Paterson Hall Renovations 129,289
Quadrangle Repairs 79,000
St. Patrick’s Renovations 50,000
Landscaping 40,000

It was reported that at the Building Committee it had been agreed that the work for Paterson Hall would be phased so that the replacement of the exterior brick would not take place until the financial situation with respect to support for these projects had been clarified with the Provincial Government.

It was reported that subsequent to the meeting in negotiation with the contractor, who was the low tenderer, that the price given for the exterior brick was low in comparison with the others because the sub-contractor very much wanted to do the work as a fill-in project at the present time and that under these circumstances, the Chairman of the Building Committee and the President approved proceeding with the entire project.

Arts I Building:

It was agreed:

a) That the process of preparing working drawings for the Arts I Tower be continued without the inclusion of space in the programme for Instructional Aids or the Practice Theatre.

b) i) That the space requirements for the Practice Theatre and Instructional Aids be removed from the Arts I programme;

ii) that a Users’ Sub-Committee consisting of representatives from Journalism, Instructional Aids, and the Theatre be established and be directed to prepare: a space requirements programme; a recommendation concerning site; and that this be considered as a separate capital project. In addition, the Users’ Sub-Committee is directed in the preparation of the programme to treat the Journalism requirements for Instructional Aids separately from the general University requirements for Instructional Aids.

School of Architecture:

a) It was agreed that Carmen Corneil be appointed project architect in conjunction with the local firm of Schoeler and Heaton with Hervor and Nenendez.

b) It was agreed that the architects be appointed immediately and that the Users’ Sub-Committee be given permission to begin discussions with the architect, and whatever other work is required to enable it to come forward with an early recommendation for a site for the School and to produce concept sketches.
Tenders for Emergency Power and Alarm Equipment:

It was agreed to accept the low tender of Concord of $133,690.

Room 525 - Tory Building:

It was agreed that Room 525 in the Tory Building be changed from a specialized Biology Laboratory to a general Biology Laboratory and that renovations required to do this at an estimated cost of $12,800 be approved subject to financing.

Athletic Consultants:

It was agreed as part of the planning cost for the Gym Addition Phase III that consultants be obtained for the purpose of developing the programme for this facility up to $5,000.

Partition - Room 900, Loeb Building:

It was agreed that the request from the Department of Art to construct a partition in Room 900 be approved subject to the Dean’s concurrence.

Renovations in the Basement of the Library:

It was reported that the Building Committee had agreed that the proposed renovations for the Library be brought to the Board of Governors without prior committee consideration because of the urgency of the requirement. It was agreed, because the Board could not have the opportunity to adequately review the proposal in respect of this project, that the matter be referred to a joint meeting of the Board and the Executive Committee as soon as possible.

It was reported that the following items had been reported to the Building Committee for information:

- Change in Space Allocation
- Faculty of Graduate Studies
- Faculty of Science
- St. Patrick's Campus
- Room 215 - Paterson Hall
- City of Ottawa
- Agricultural Economics Research Council.
REPORT OF THE
FINANCE
COMMITTEE:

The minutes of the 62nd meeting of the Finance Committee and copies of the audited statements and supporting schedules were circulated to members of the Board prior to the meeting and are attached to the original of these minutes.

It was agreed that because time was not available at the meeting to consider these statements in detail, that members of the Board would be invited to direct specific questions to the Bursar or the Chairman of the Finance Committee prior to the next meeting and at that time, members who wish to raise any question in respect of the audited statements or other information presented, were invited to do so.

Financial Statements for the Year ending June 30, 1969:

It was agreed that the audited financial statements as presented be approved.

Second Mortgages:

It was agreed that the second mortgages as presented be approved.

REPORT OF THE
CAMPAIGN
COMMITTEE:

Bursar's
REPORT:

This report, which was circulated at the meeting as Document #6, is attached to the minutes.

Exemption from the Retirement Plan:

It was agreed to exempt Professor J. Blondell, Visiting Professor of Political Science, from the Retirement Plan.

John W. Parker Loan Fund:

It was reported that the University has received from the University solicitors the amount of $388,98 representing the settlement by Mr. James H. Irving, who had owed an amount of $300 to the Parker Loan Fund since August, 1963.

Settlement was only made after a judgement was obtained against Mr. Irving and his Father, Mr. B. K. Irving, and writs of execution against the lands of the defendants had been filed.

Faculty Club:

It was agreed to amend the Faculty Club Lease for the change in location, and rental from $1,500 to $2,000 per annum.
BURSAR'S REPORT
(CONTINUED):

Jacob Freedman Charitable Foundation Trust:

It was reported that the University received a cheque in the amount of $1,000 on June 26, 1969, representing the distribution of 10% of the net income available in the Trust as at June 30, 1969, and a cheque in the amount of $300 representing a 3% distribution of available income to be used in the St. Patrick's College Division of the University.

Student Loans:

It was reported that the University has received from the Royal Bank of Canada notice that effective July 1, 1969, interest on student loans, while being paid by the University, has increased to 8 1/4%.

Creation of Debentures for the Six-Month Period Ending March 31, 1970:

On motion duly moved and seconded and unanimously carried the Board of Governors enacted the following resolution:

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 six-month period ending March 31, 1970, amounts which in total, do not exceed the sum of three million dollars ($3,000,000) 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 three million dollars ($3,000,000) 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.

**Regular Operating Grant Installment Payment:**

It was reported that the University has received five of the installments, each in the amount of $534,000, representing five of the twenty-four payments of the operating grant.

**Issuance of Debentures:**

It was reported that debentures were issued by Carleton University in the amounts listed below on the following days upon receipt of cheques issued by the Province of Ontario:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>$600,000</td>
<td>15 July, 1969</td>
</tr>
<tr>
<td>$500,000</td>
<td>15 August, 1969</td>
</tr>
<tr>
<td>$500,000</td>
<td>15 September, 1969</td>
</tr>
</tbody>
</table>

**Bequest - Estate of Omar Gregory Armstrong:**

Permission was requested to allocate the funds received from the bequest of the late Omar Gregory Armstrong of $1,500 to Carleton University which states that it is to be used for such purpose as the governing body of the University may in its absolute discretion deem advisable, to restricted current funds for the purpose of scholarships.
As a result of a question, it was agreed that the minutes of the Board would be examined to determine what prior direction the Board had given for the allocation of such funds and that the matter would be brought back to the Board at the next meeting.

**Bequest - Estate of Daisy Elizabeth Taylor:**

It was reported that the University has received a cheque in the amount of $20,000 in payment of the bequest established by the late Daisy Elizabeth Taylor to be used for Ellen Taylor Memorial Fund, the annual income to be allocated for bursaries for enrolled students in Carleton University under conditions determined by the Senate of the University.

It was agreed to establish a bursary fund in accordance with the provisions of the will.

**School of Social Work Student Health Fee:**

It was agreed that the Student Health Fee for students registered in the School of Social Work be set at $3.50 per year.

**Staff Changes:**

It was agreed to amend the termination date for Mr. R. G. Jenkins from July 31, 1969, to September 22, 1969, in the Staff Changes as reported in Annex 1 to the 119th meeting of the Executive Committee.

The Staff Changes which were circulated as Annex 1 and are attached to these minutes were approved.

**TERMINATION:**

The meeting terminated at 6:30 p.m.

Mr. D. A. Golden,
Chairman

Mr. D. G. McEown,
Secretary.