CARLETON UNIVERSITY

Minutes of the 211th Meeting
of the
BOARD OF GOVERNORS

Time: Wednesday, October 29, 1969, at 12:30 p.m.
Place: The Board Room - H. S. Southam Hall

PRESENT:
Dr. A. D. Dunton, Chairman pro tempore, Mr. C. E. Beaumont,
Mr. V. S. Castledine, Mr. J. C. Clarke, Mr. D. Duclos, Mr. C. Edwards,
Mr. C. F. Elderkin, Mr. R. Findlay, Professor M. C. Frumhartz,
Mr. C. L. Jeffrey, Mr. E. Loeb, Professor H. A. MacDougall, Dr. G. E.
Maynard, Professor E. M. Oppenheimer, Miss R. Richards, Dr. W. G.
Schneider, Mr. H. Soloway, Mr. W. Teron, Dr. H. L. Willis. Also
present: Professor C. R. Love, Mr. A. B. Larose, Mr. J. E. Whenham,
Mr. D. C. McCown, Secretary.

The President reported that the Chairman of the Board was absent
due to illness and it was agreed that the President chair the meeting.

ELECTION OF
MEMBERS:

On motion duly made, seconded and carried, and as recommended by the
Nominating Committee, the following persons were elected to the
Board of Governors for a three-year term expiring September 30, 1972:

Mr. R. Findlay
Professor M. C. Frumhartz
Mr. C. L. Jeffrey
Mr. P. Juneau
Dr. G. E. Maynard
Miss R. Richards
Dr. W. G. Schneider
Mr. H. Soloway
Mr. W. Teron
Dr. H. L. Willis

and the following person was elected for a two-year term expiring
September 30, 1971:

Mr. C. Edwards.
ELECTION OF MEMBERS
(Continued):
On motion duly made, seconded and carried, and as recommended by
the Nominating Committee, the Board specially resolved that member-
ship should continue on the Board for the following persons:

Dr. J. L. Gray
Mr. B. Loeb
Mr. R. G. Robertson.

On motion duly made, seconded and carried and as recommended by
the Nominating Committee, the following were elected as officers
of the Board for the year 1969/70:

Chairman of the Board, Mr. D. A. Golden
Treasurer, Mr. V. S. Castledine
Secretary, Mr. D. C. McCown
Chairman of the Associates, Mr. A. M. Laidlaw.

SIGNING OFFICERS:
On motion duly made, seconded and carried, the following were made
Signers Officers of the University for the year 1969/70:

Mr. D. A. Golden
Dr. A. D. Dunton
Mr. V. S. Castledine
Mr. C. F. Elderkin
Mr. A. B. Larose
Mr. J. K. Kettles.

On motion duly made, seconded and carried, it was agreed that the
following expression of appreciation to retiring members be recorded:

It was with great regret that the Board of Governors of Carleton
University accepted the resignation of Mr. C. H. Everett whose
wisdom and counsel during a period of rapid growth of the
University assisted in that development and, in particular,
for his contributions and work on the recent capital campaign.

It was with great regret that the Board of Governors accepted
the resignation of Mrs. A. H. Zimmerman, the first woman elected
to the Board of Governors at Carleton University, and it was
with sincere gratitude that the Board expressed its appreciation
to her for her service to the University in many areas of its
activities while she was a member of the Board.

It was with great regret that the Board of Governors accepted the
resignation of Mr. A. M. Laidlaw as a member of the Board and
gratefully acknowledged his contribution to the University and
expressed its appreciation for his continuing service to the
University as the Chairman of the Associates.
It was with great regret that the Board of Governors acknowledged that Mr. A.B.R. Lawrence was unable to continue his association with the University as a member of the Board and wished to record its grateful acknowledgment for his contributions to the University and, in particular, for his work as Chairman of the Bequest Committee and the development of the present bequest programme.

It was agreed that the membership of the Committees of the Board for the year 1969/70 be as follows:

**Executive:**
- Mr. D. A. Golden, Chairman
- Mr. V. S. Castledine
- Dr. A. D. Dunton
- Mr. C. F. Elderkin
- Mr. W. Teron
- Mr. F. K. Venables
- The Rt. Hon. L. B. Pearson
- Mr. D. C. McEown, Secretary.

**Building:**
- Mr. W. Teron, Chairman
- Mr. J. C. Clarke
- Mr. D. Duclos
- Mr. R. Findlay
- Dr. J. L. Gray
- Mr. F. E. Gibson
- Mr. B. Loeb
- Dr. C. E. Maynard
- Professor E. M. Oppenheimer
- Miss R. Richards
- Mr. R. G. Robertson
- Dr. A. D. Dunton, ex-officio
- Mr. D. A. Golden, ex-officio
- The Rt. Hon. L. B. Pearson, ex-officio
- Mr. D. C. McEown, Secretary.

**Building Advisory:**
- Professor G. R. Love, Chairman
- Dr. A. D. Dunton
- Dean A. T. Tolley
- Mr. R. Manchee
- Dean J. J. Kelly
- Dean G. C. Merrill
- Dean J. Ruptash
- Dean H. H. J. Nesbitt
- Dean D. A. George
- Dean V. F. Valentine
- Professor D. Shadbolt
- Professor G. Setterfield
- Professor B. W. Jones
- Professor C. R. Thompson
- Mr. A. B. Larose
- Mr. J. E. Whemham
- Professor R. A. Wendt
- Mr. D. C. McEown, Secretary.
The 211th Meeting of the Board of Governors, 29 October, 1969

COMMITTEE
MEMBERSHIP
(Continued):

Development
Advisory:
Mr. F. K. Venables, Chairman
Mr. A. Andres
Mr. J. C. Clarke
Mr. D. M. Coolican
Mr. D. Duclos
Mr. C. F. Elderkin
Mr. C. L. Jeffrey
Mr. F. Juneau
Mr. B. Loeb
Mr. M. W. MacKenzie
Professor H. A. MacDougall
Mr. T. R. Montgomery
Mr. H. Soloway
Mr. D. A. Golden, ex-officio
Dr. A. D. Dunton, ex-officio
The Rt. Hon. L. B. Pearson, ex-officio
Chairmen of Development Committees
Mr. M. D. Roberts, Secretary.

Finance:
Mr. C. F. Elderkin, Chairman
Mr. V. S. Castledine
Mr. D. M. Coolican
Mr. C. Edwards
Professor M. C. Frumhartz
Dr. J. L. Gray
Mr. B. Loeb
Dr. L. Rasinsky
Mr. D. A. Golden, ex-officio
Dr. A. D. Dunton, ex-officio
The Rt. Hon. L. B. Pearson, ex-officio
Mr. D. C. McEown, Secretary.

Future Enrolment:
Mr. D. A. Golden, Chairman
Mr. D. M. Coolican
Mr. C. F. Elderkin
Mr. R. G. Robertson
Dr. W. G. Schneider
Dr. A. D. Dunton, ex-officio
The Rt. Hon. L. B. Pearson, ex-officio
Mr. D. C. McEown, Secretary.

Investment:
Mr. V. S. Castledine, Chairman
Mr. G. E. Beamont
Mr. C. F. Elderkin
Mr. H. Soloway
Mr. W. Teron
Mr. D. A. Golden, ex-officio
Dr. A. D. Dunton, ex-officio
The Rt. Hon. L. B. Pearson, ex-officio
Mr. A. B. Larose, Secretary.
COMMITTEE MEMBERSHIP (CONTINUED):

Staff Welfare:  
Dr. A. D. Dunton, Chairman
Mr. F. K. Venables
Mr. C. L. Jeffrey
Professor W. R. Scott
Mrs. D. Sloan
Professor T. P. Wilkinson
Dr. H. L. Willis
Mr. D. C. McEown, Secretary.

Committee on Communication:  
Mr. A. Andrews, Chairman
Mr. C. L. Jeffrey
Mr. D. C. McEown, Secretary.

Computer Committee:  
Dr. J. L. Gray, Chairman
Dr. W. C. Schneider
Mr. D. C. McEown, Secretary.

Committee on Board Procedure:  
Mr. C. F. Elderkin, Chairman
Mr. R. Findlay
Mr. F. E. Gibson
Mr. C. L. Jeffrey
Mr. D. C. McEown, Secretary.

Labour Negotiations:  
Mr. C. L. Jeffrey, Chairman
Dr. J. L. Gray
Mr. F. K. Venables
Mr. D. C. McEown, Secretary.

MINUTES:

It was agreed that the minutes of the previous (210th) meeting be approved with the following correction:

That on Page 1733 in respect of the item entitled, "Renovations in the Basement of the Library", that the last sentence of the first paragraph be changed to read: "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 Building Committee and the Executive Committee as soon as possible."

MINUTE AMENDMENT:

It was agreed to amend the record of attendance of the 209th meeting to show that Mr. T. R. Montgomery was present.

TENURE OF THE PRESIDENT:

The President declared a conflict of interest and withdrew from the meeting and Mr. Elderkin took the chair in his place.
A draft resolution for the payment of a pension to the President when he retires was submitted to the meeting and after discussion and several amendments to the draft it was moved by Mr. Elderkin, seconded by Mr. Castledine and resolved that:

1. The University will pay to the President, A. Davidson Bunton, upon his retirement, a special pension annually for his lifetime, to be made in monthly instalments.

2. If the President retires after having continued in office for a period of twelve years the University will pay to him, as the special annual pension, an amount equal to two-thirds of his last annual salary.

3. If the President retires before the end of the twelve-year term, the University will pay to him as the special annual pension the amount stipulated in paragraph 2 less that proportion of the said amount which is in the ratio of the number of uncompleted months in the term to one hundred and forty-four months.

4. If the President continues in office after completing a twelve-year term the University will pay to him as the special annual pension the amount stipulated in paragraph 2 plus four per cent per annum of his last annual salary.

5. As the President is a member of the Carleton University Retirement Plan the special annual pension provided by this resolution will be reduced from the time of the first annuity payments to him under the Plan by a fixed annual amount equal to the annual rate of the total of the said annuity payments at that time.

6. In any event the total of the special annual pension plus the amount of benefits to which the President is entitled by his participation in the Carleton University Retirement Plan is not to exceed 75 per cent of the President's last annual salary.

7. Following his retirement the University will pay to the President the full monthly salary which he was receiving at the time of his retirement, for a period of one month for each full year of service he has completed as President, but only to a maximum of twelve months. The special annual pension will begin only when the extension of salary provided for in this paragraph ends.

8. If the President dies, whether in office or after retirement, leaving a widow to whom he was married at the time of his retirement and his death, the University will pay to the widow a special annual pension for her lifetime until she remarried equal to one-half the amount which otherwise would have been paid to him according to this resolution.
Upon the return of the President at the completion of this item, the President resumed the role of Chairman of the meeting.

Registration:

The President reported that the University had last year projected that the total increase in full-time enrolment would be just over 10%. He indicated that the total full-time enrolment realized is just under 20% with the increase in the full-time first year student population to be about 32%. This enrolment increase is distributed amongst Arts and Science as follows: total Arts enrolment up 20%, total first-year Arts enrolment on the Rideau River Campus up 30%, total full-time Science enrolment up 10%, total first-year Science enrolment up 20%. The effect that this has had on the registration in the first year classes has been accentuated by the decision taken by the Senate in the spring of last year, to open the first-year programme so that the students had free option to select what first-year classes they took. The cumulative effect has been a significant shift to increased registration in social science classes. The immediate result of this has been the creation of too large classes in first year of Division II of the Faculty of Arts. In order to alleviate this problem, the University is taking steps at this time to obtain additional sessional lecturers, seminar leaders, and class markers, but is unable to redress the full-time faculty imbalance which results from such a major shift and increase.

It was reported that at present, in total terms, there is sufficient physical capacity to handle this enrolment but that the distribution of facilities is not always complimentary to the distribution of actual space requirements. He further explained that this unexpected increase in enrolment will have a continuing effect on the development of enrolment projections and the planning of faculty and facilities to serve this growing enrolment. To illustrate the magnitude of divergence from earlier planning, he explained that in the Goals and Requirements document that was prepared last year that the estimated full-time enrolment for 1975 had been 9,750 and that the newest estimate contained in the document entitled "Goals and Requirements to 1975, October 1969 Revisions" that the number was now 12,330 full-time students and that this new figure was still considered to be a conservative estimate. In immediate terms, he explained that this would add, in two years, 1,000 new students and some 90 full-time teachers to the present Faculty of Arts which was approximately the size of a college.

In reply to questions, it was explained that it is assumed that the entrance standards of the University will not change in the period since they tend to be tied into the entrance standards for the province as a whole. Also as a result of the change of method of determining entrance standards that failure rates had not increased in recent years but, in fact, had decreased.
NEW APPOINTMENTS TO FACULTY:

At the request of the President, the Board agreed as a minimum that recruitment of 65 new faculty for new positions be authorized. The President explained that this request was based on the need to begin redressing the present faculty imbalance now and in the future, and that later, further authorization for additional faculty may be requested depending on the financial situation. In reply to a question, it was explained that the present size of the full-time faculty was 432.

GOALS AND REQUIREMENTS TO 1975, OCTOBER 1969 REVISIONS:

It was reported that this document had been circulated to the Board and the President asked the Board for comments on its adequacy. It was explained that this document has been requested by the Committee on University Affairs and is an up-dated version of the document which was presented to the Committee last year. The Board accepted the document as satisfactory.

As a result of the discussion of this item, it was moved by Professor Frumhartz, seconded by Mr. Elderkin, that the Senate of the University be asked to bring forward its views on the size of the University population and its rate of growth for the purpose of consideration of these views by the Future Enrolment Committee of the Board.

SUSPENSION OF A FACULTY MEMBER:
It was agreed that the following recommendations of the President be approved:

**ACADEMIC APPOINTMENTS**

For the term of the academic year 1969/70, half-time

Mr. Gilbert F. Sutton, Assistant Professor of Architecture  
B. Arch. (Toronto)  
$5,000 p.a.

**CHANGE IN ACADEMIC APPOINTMENT**

For the period July 1, 1969 to December 31, 1969  
(previous appointment preliminary for one year effective July 1, 1969)

Guillaume Picot, Visiting Associate Professor of French  
L. es L., D.E.S., Acrezation (Paris)  
$5,000 p.a.  
(500 removal)

**ADMINISTRATIVE APPOINTMENTS**

Effective October 20, 1969

Dr. Walter Dietiker, Director of the Computing & Data Processing Centre  
B.A.Sc. (British Columbia), Ph.D. (Victoria Univ., Manchester)  
$20,000 p.a.

Effective December 1, 1969

Mr. D. A. Bone, Director of Administrative Services  
B.A. (Alberta)  
$19,000 p.a.  
(2,000 removal)

Effective January 1, 1970

Mr. Peter D. Collyer, Assistant Development Officer  
B.Com. (Carleton)  
$7,500 p.a.
APPOINTMENTS, LEAVES, ETC. (CONTINUED):

RESIDATION

Effective November 7, 1969

M. Ruth Rintoul, Cataloguer in the Library

SABBATICAL LEAVE 1970/71

R. D. Gould, Assistant Professor of German 1/2 salary
Charles Haines, Associate Professor of English 1/2 salary
J. Jurado, Associate Professor of Spanish 1/2 salary
H. A. MacDougall, Associate Professor of History 3/4 salary
and Vice-Dean, St. Patrick's
P. L. Rosen, Associate Professor of Political Science 1/2 salary
F. Varmai, Assistant Professor of Russian 1/2 salary

LEAVE OF ABSENCE WITHOUT PAY 1970/71

N. H. Lithwicik, Associate Professor of Economics
D. A. Beecher, Assistant Professor of English

REPORT OF THE BUILDING COMMITTEE:

Mr. Teron led the discussion of this report. The minutes of the 126th meeting of the Building Committee were circulated at the meeting of the Board as the Report of the Committee.

ARTS I BUILDING:

Mr. Teron explained that the situation with respect to the Arts I Building was critical and he asked Dr. Love, Mr. Laroze, and Mr. Whenham to make formal presentations in respect of each of the three aspects of this project before the Board discussed the matter. The outline of these presentations is contained in Appendix A.

Mr. Teron proposed that as a result of the need for the building to be completed by September 1971, that the staff be directed to proceed with negotiations toward a contract with a single contractor. He indicated that then the staff would bring the conditions for any such contract back to the Board at its next meeting. At this time the Board will be given the opportunity to examine any conditions proposed to insure that adequate safeguards over the use of public funds would be present. It was agreed that the proposal be adopted.

LIBRARY ALTERATIONS:

It was agreed that the University proceed with the proposed Library alterations at an estimated cost of $230,000 as a non-formula project and that it be added to the list of non-formula projects and be given higher priority than the Roads project which should wait until the non-formula allocation is known.
Report of Information from the Building Advisory Committee to the Building Committee:

It was reported that information had been received by the Building Committee in respect of the following items:

- School of Architecture Committee Membership
- Non-Formula Projects
- Membership of the Users' Sub-Committee on Instructional Aids
- and the Theatre
- Changes in Space Allocation in Respect of the Quadrangle
- Tunnel Offices
- Administration Building - Security Services
- Administration Building - Registrar

NAME: UNIVERSITY CENTRE:

It was agreed that the consideration of the recommendation to change the name of the University Centre be postponed until the next meeting so that the Board would have a longer time to consider the matter.

DERENTURE INTEREST:

It was reported that the University has received notification from the Department of University Affairs that the interest on debentures beginning October 1, 1969, will be 7 3/4% instead of 7 1/2%.

TECHNICIANS UNION:

It was reported that the University has received information from Mr. B. Coffey of the Civil Service Association of the Province of Ontario that the union that he represents has signed sufficient members of the technical staff of the University and that he, on behalf of the Civil Service Association, will be making application to the Province of Ontario for certification.

FINANCIAL STATEMENTS:

The financial statements for the period July 1, 1969, to September 30, 1969 were circulated at the meeting and are attached as Appendix B.

REGULAR OPERATING GRANT:

It was reported that the University received on October 28, 1969, from the Provincial Government the sum of $534,000 which represents the eighth of twenty-four payments of the Provincial Government support for operating expenditure.

INTERNATIONAL UNION OF OPERATING ENGINEERS:

Notice was given that the present contract with the International Union of Operating Engineers will terminate on December 31, 1969, and that shortly the Board Committee on Labour Negotiations will be asked to consider this matter once information is received from the Union concerning their position in respect of these negotiations.
PICKERING TRUST: It was agreed that the University execute such documents as are necessary so that Mr. Pickering, who is about to confer on Ashbury College the same kind of benefit that he conferred on Carleton University, is able to do so by the transfer of certain shares in his company, Michael’s Equipment & Industries Limited.

STAFF CHANGES:  It was agreed that approval be given for the staff changes which had been circulated as Annex 1 with the Notice of Meeting and are attached to these minutes.

It was further agreed that as additional information that an appropriate time before the budget was presented that such documents as are necessary would be circulated to members of the Board to indicate the classification of non-academic employees and the salary ranges for these classifications.

APPOINTMENT OF AUDITORS: On motion duly made, seconded and carried, it was agreed that the auditors of the University for the fiscal year beginning July 1, 1969, would be the firm of Thorne, Gunn, Helliwell, and Christenson.

REQUEST - OMAR GREGORY ARMSTRONG: It was reported that at the last meeting of the Board that the recommendation concerning the allocation of the funds from this bequest had been questioned because it was felt that the recommendation was contrary to a previous policy decision of the Board. It was agreed that since time was short that consideration of this question would be postponed to the next meeting.

OPEN MEETINGS: It was reported by Mr. Elderkin, Chairman of the Committee on Procedure, that this Committee had met with three representatives of the Students’ Council concerning the question of openness of Board meetings. As a result of this discussion, it was reported that the Committee is going to recommend that the Board meetings be divided into two parts, one dealing with confidential matters and one dealing with non-confidential matters, and that the portion dealing with non-confidential matters would be open.

Mr. Elderkin proposed and the Board agreed that the report of the Committee dealing with the question of openness be circulated, at the same time as it is circulated to members of the Board, to the three student representatives which met with the Committee, and to the Senate of the University, and further that the three student representatives be invited to attend the meeting of the Board at which time the report is considered.

TERMINATION: The meeting terminated at 3:30 p.m.

Dr. A. D. Dunton,
Acting Chairman

Mr. D. C. McEown,
Secretary.