CARLETON UNIVERSITY

Minutes of the 216th Meeting

of the

BOARD OF GOVERNORS

Time: Thursday, March 26, 1970, at 4:30 p.m.
Place: Senate Room – Administration Building

PRESENT:
Mr. D. A. Golden, Chairman, Mr. A. Andras, Dr. J. S. Boggs, Mr. J. C. Clarke, Mr. D. M. Coolican, Mr. D. Duclou, Dr. A. D. Dunton, Mr. C. Edwards, Mr. C. F. Elderkin, Mr. R. Findlay, Professor M. C. Frumhertz, Mr. E. E. Gibson, Professor H. A. MacDougall, Mr. T. R. Montgomery, Professor E. M. Oppenheimer, Mr. F. K. Venables. Also present: Mr. A. B. Larose, Mr. J. E. Whenham, and Mr. D. C. McEown, Secretary.

MINUTES:
It was agreed that the minutes of the previous (215th) meeting be approved as distributed.

APPOINTMENT OF ASSOCIATES:
It was agreed that:

Dr. J. Ian Jeffrey
Mr. N. J. Lambert
Mr. Chester E. Pickering

be appointed as Associates of the University.

ARTS I TOWER:
It was reported that the contract document for the Arts I Tower was now complete and is ready for signature.

It was further reported that according to the original critical path schedule the project was five weeks late in starting and that by the 18th of March the scheduled work for sixteen weeks had been completed in ten and one half weeks end, as a result, the project is almost on schedule.

It was also reported that the piling was finished on Thursday, February 26, 1970 and that excavation and capping of the piles was also almost completed by that date.
- 2 -

**COMPUTERS:**

It was reported that:

a) the University was informed on Monday, March 23, 1970, that IBM preferred now not to install the major components of the computer which the University ordered last July from IBM;

b) in accordance with the approval given by the Board of Governors and after consultation with the Chairman of the Computer Committee a contract has been signed with XDS for a Sigma 7;

c) in reply to a question, it was reported that the Computer Centre had run a series of benchmarks based on student jobs and a Fortran research job and that, in comparison, the cost of the jobs using the Sigma 7 was substantially lower than the cost of using computer utilities.

**MEETING ARRANGEMENTS:**

It was agreed that for the balance of this academic year, the Board of Governors would continue to meet at 4:30 p.m. and that the part of each meeting dealing with non-confidential matters would remain open to the public.

**REPORT OF THE LABOUR RELATIONS COMMITTEE:**

This report of ongoing negotiations with the International Union of Operating Engineers, being a matter of contract negotiations, is attached as Confidential Appendix A.

**APPOINTMENTS, LEAVES, ETC.:**

It was agreed, upon recommendation of the President, that the list of appointments presented to the Board be approved. This list of appointments, dealing with personnel matters, is attached as Confidential Appendix B.

**FINANCIAL MATTERS:**

This report, presented by the President and the Bursar, dealing with negotiations with the province, is attached as Confidential Appendix C.

**STAFF CHANGES:**

It was agreed that the staff changes which had been circulated with the notice of meeting be approved. These staff changes, dealing with personnel matters, are attached as Confidential Appendix D.

**REPORT OF THE PRESIDENT:**

Budget, 1970/71

The President reported that some of the work on the budget had been completed but that final preparation could not begin until
the unit value was announced. He indicated that there was some reason to expect that there would be a provincial announcement of the unit value in the next week, and that if this happened it was hoped that final preparation of the budget could be completed in time for the next Board meeting.

The President indicated that there had been some discussion by provincial authorities of setting up a penalty/bonus system in respect to the operating formula so that universities which experienced actual enrolments greater than their official projections would not receive the total value of the units for that portion of the enrolment over the projection; and also, there would be some compensation for universities which did not achieve their projected enrolment. He reported that the adoption of such a procedure would be contrary to the philosophy behind the operating formula and that the Committee of Presidents, in discussions with the Committee on University Affairs, had attempted to reduce the impact of the adoption of such a procedure by coming to an agreement as to what this penalty might be. However, he was unable to report what success the Committee had in these negotiations.

In a general comment about the formula, he indicated that Carleton has always had strong objections about the weighting system and that attempts have been made to modify the situation. He explained that the difficulty in achieving modification is due to the fact that the universities cannot agree amongst themselves as to what modifications should take place since any change would adversely affect some university.

General Linguistics Programme

The President reported that the University is planning to begin work in general linguistics. He indicated that within the modern languages departments there were already a number of faculty well qualified in this field and that by pooling this talent through the development of an inter-disciplinary programme it was possible to widen the range of the University's offerings to the students. He noted that as the programme developed it would be necessary to appoint one or two new faculty solely for this programme.

Soviet and East European Studies

The President reported that a masters programme in this field was now in the process of assessment and that this development was another indication of how inter-disciplinary studies could be achieved based on the resources available at the University.
Railway Fencing

It was agreed that the University establish a landscaped barrier of trees, shrubs, and hedges along both sides of the railway right-of-way with designed pedestrian crossings which included posted warning signs and that other pedestrian crossings, which might develop as the pedestrian traffic indicates, be also constructed and signed with warning signs as soon as a pattern was established.

COMMUNICATIONS PROCEDURE:

It was agreed that:

a) Users' Sub-Committee meetings should be open and that public notice of meeting and agenda in respect of each should be posted in the departmental areas which were directly concerned with the project under study by the Users' Sub-Committees;

b) in each stage of development of a project (i.e., presentation of the space requirements brief, concept sketches, final design) that each Committee concerned, being the Users' Sub-Committees, the Building Advisory Committee, the Building Committee, and the Board, should make it known through notices of meetings, agendas, and decisions in respect of such items, that they will be considering an item in respect of a major project, giving the time and place, and that the decisions of each group be made public through whatever appropriate means are available;

c) at the time of concept sketches and final design that the available material be put on public display by the Information Office in addition to the normal notice in (b) above;

d) There be two repositories established for documents relating to planning, one to be located at the Rideau River Campus Library and one located at the St. Patrick's Campus Library, and that the minute and record of decisions of the various committees concerning each project and any necessary working papers be provided to these repositories by the secretaries concerned.

F. M. TRANSMITTER TOWER:

It was agreed that approval be given to Radio Carleton to erect a tower on the top of the Tory Building subject to the following:

a) that application be approved by the appropriate government bodies;

b) that the University reserves the right to have the aerial removed if, for technical reasons, it interferes with any of the research or teaching apparatus in the Tory Building;
c) that its erection is done at no cost to the University;

and that in respect of proviso (b) that the Building Advisory Committee be requested to conduct an examination of the possibility of interference so that this matter could be resolved prior to the erection of the aerial.

It was agreed that Change Order #4 for the University Centre, in the amount of $39,550, be approved.

This report which contains information in respect of the items:

- Railway Fencing
- Communications Procedure
- F. M. Transmitter Tower
- Change Order - University Centre

and items reported to the Building Committee for information was circulated at the meeting and is attached as Appendix A.

Authorization for the Issuance of Debentures for the Six-Month Period Ending September 30, 1970

It was duly moved, seconded, and unanimously carried:

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 September 30, 1970, amounts which in total do not exceed the sum of five million dollars ($5,000,000) 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 five million dollars ($5,000,000) 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 nine and one-half per centum (9 1/2%) 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 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.

Fees

a) Health Services - The Bursar reported that last year the University had established a medical insurance scheme for full-time students which made it compulsory for all full-time students to have medical insurance. This scheme never became operable because of the adoption of OHSSIP by the province. Therefore, the Bursar proposed the following procedure be established to ensure that the compulsory medical insurance requirement was met by full-time students:

i) that all full-time students who had insurance coverage were required to show proof of this coverage at registration;

ii) that students who did not have coverage would be provided at registration with application forms for enrolment in Ontario Health Services Insurance Plan and that by completion of these application forms the student would then have satisfied the registration requirement;

iii) that during the waiting period for those students who had enrolled in the Ontario Health Services Insurance Plan but were not yet covered that the University would provide from what resources it had available at the University medical treatment without charge.
In reply to a question, it was explained that students who were residents of Ontario and under the age of twenty-one would, in most cases, be covered by their parents’ coverage and that, in most cases, students who were not so covered, coverage by the Ontario Health Services Insurance Plan would not require the payment of premiums because their taxable income should be less than the minimum required for payment of the premium.

It was also proposed that the Health Services fee for the psychological counselling services and the medical services provided at the University for full-time students be $10 and for part-time students be $1 per course. It was agreed that the Bursar’s proposals in respect of medical insurance and Health Services fees be approved.

b) Late Registration Fee - It was agreed that the fee for part-time students’ late registration be changed to $5 per course for registration after the formal registration period.

c) Service Charge for Returned Cheques - It was agreed that a service charge of $5 be established for each returned cheque and that this regulation be included in the University calendar.

d) Deposit on Gowns and Hoods - It was agreed that, effective the academic year 1970/71, a refundable deposit of $25 be charged to all graduates who borrow gowns and hoods at convocation and that a report on the implementation of this procedure be made to the Board at the earliest opportunity.

Items reported to the Board for information by the Bursar, in addition to the material provided for the items:
- Health Services Fee
- Late Registration Fee
- Service Charge for Returned Cheques
- Deposit on Gowns and Hoods

are attached as Appendix B.

**TERMINATION:**

The meeting terminated at 6:50 p.m.

Mr. D. A. Golden,  
Chairman  

Mr. D. C. McEown,  
Secretary