CARLETON UNIVERSITY

Minutes of the 226th Meeting
of the
BOARD OF GOVERNORS

Time: Wednesday, April 14, 1971, at 4:30 p.m.
Place: Senate Room - Administration Building.

PRESENT:
Mr. D. A. Golden, Chairman, Mr. D. Duclos, Dr. A. D. Dunton,
Mr. C. Edwards, Mr. R. Findlay, Professor M. C. Frumhartz,
Mr. F. E. Gibson, Dr. J. L. Gray, Mr. B. Loeb, Mr. T. R.
Montgomery, Mr. R. J. Neill, Dean H. R. J. Neabitt,
Professor E. M. Oppenheimer, Dr. Sylvia Ostry, Dr. L. Rasminsky,
Miss Ruth Richards, Dr. W. G. Schneider, Mr. H. Soloway,
Mr. W. Teron, Mr. C. C. Watt, Dr. H. L. Willis. Also
present: Mr. A. B. Larose, Mr. J. K. Kettles, Dr. C. R. Love,
Mr. J. E. Whenham, and Mr. D. C. McCown, Secretary.

MINUTES:
It was agreed that the minutes of the previous (225th) meeting
be approved as distributed.

NEXT MEETING:
It was agreed that the scheduled meeting for Thursday, April 29,
1971, be cancelled and that the next meeting of the Board take
place May 31, 1971, at 4:30 p.m.

REPORT OF
INFORMATION:
The Director of Physical Plant presented a report concerning the
on-going negotiations with the Canadian Union of Public Employees.
This item is contained in Confidential Appendix A.

APPOINTMENTS,
LEAVES, ETC.:
It was agreed, upon recommendation of the President, that the
academic appointments, leaves, etc., contained in Confidential
Appendix G be approved. It was also agreed, upon recommendation
of the President, that Professor R. A. Wendt be appointed Director
of Division II, Faculty of Arts, effective July 1, 1971.

REPORT OF THE
EXECUTIVE
COMMITTEE:
It was reported that the Executive Committee, in accordance with
the procedures established by the Board, had made appropriate
provisions for the senior administrative officers of the University.
The report of the Executive Committee is attached to the original
of these minutes.
It was agreed that Mr. Richard Labonte, President of the Carleton University Students' Association, and Mr. Luke Kurata, President of the St. Patrick's College Student Union, be appointed to the Senate as special appointees, effective March 26, 1971, for a term ending June 30, 1972.

It was agreed that, in accordance with the recommendations contained in the approved document entitled "New University Government," the Chancellor be appointed as a member of Senate ex officio.

The report of the Building Committee about this item was circulated to members of the Board prior to the meeting and is attached to the original of these minutes. Mr. Teron, as Chairman of the Building Committee, presented the report and explained that, after consultation with the architect, the construction management consultant, the Users' Sub-Committee, and the University staff, a number of items had been deleted from the design of the project and it appeared it would now be possible for the project to be constructed at a cost which was in line with the approved budget. It was further explained, as a result of questions, that the present provincial government policy concerning the estimating of costs of capital projects still provides an adjustment to the construction cost based on the Ontario Southam Building Index and, as a result, it was still felt that the project could now be tendered within the approved cost. It was further reported that once tenders are received they would still have to be submitted to the provincial government for approval on this capital project. It was agreed that the School of Architecture project should now be re-tendered.

It was agreed that the firm of Harvor and Mendez be appointed as architects for the proposed Maintenance Building addition.

It was agreed that the firm of Page and Steele be appointed as architects for the Practice Theatre.

It was agreed that Mr. M. Stankiewicz be appointed as the architect for the Athletic facilities and the firm of Litchfield and Cutting be appointed as Athletic Consultants for this project.

The Board reviewed the proposed budget for the Alumni Office. Concern was expressed at some point the programme and activities of the Alumni Association should be self-supporting, either through the form of fees or through the amount of revenue received from the Alumni for other purposes. It was reported that discussions have been held with the Alumni executive concerning the matter and that several suggestions arising out of these discussions will be explored during the next year. It was suggested that the prime function of the Alumni operation, to the extent that it is supported by University funds, was to raise funds for various activities at
the University. It was suggested, however, that to limit the assessment from the University’s point of view about the Alumni to just this may overlook a variety of intangible benefits which could be accrued to the University by an active Alumni programme.

It was agreed that the discussions with the Alumni Association should continue and that the expression of concern by the Board concerning its finances be communicated to the executive of the Alumni Association.

BANK OF NOVA SCOTIA:

It was reported that a petition had been received from faculty members of the University concerning the service provided by the Bank of Nova Scotia at its branch on the University campus. It was explained that this matter had been considered by the Finance Committee and it had been decided that the suggestion contained in the petition of attracting competition to the University campus was impractical but that the Finance Committee had directed that the question of service should be brought to the attention of the local bank manager, and if it could not be resolved then the matter should be communicated to the head office of the bank.

It was further reported that the Finance Committee had directed that the action of the University concerning this matter should be communicated to the petitioners.

SECOND MORTGAGES:

It was agreed that the second mortgages which were circulated to the members of the Board prior to the meeting and which were recommended by the Finance Committee be approved and, also, that the funds set aside for this purpose be increased to the amount recommended by the Finance Committee.

REPORT OF THE ASSOCIATES:

This report was circulated to members of the Board at the meeting and is attached as Confidential Appendix C. It was agreed that Mrs. Jane H. Dunn be appointed as Chairman of the Associates, effective May 27, 1971, and that the list of persons contained in the report be appointed as Associates of Carleton University.

STAFF CHANGES:

These staff changes were circulated to members of the Board prior to the meeting and are attached as Confidential Appendix D. It was agreed, upon recommendation of the Bursar, that the staff changes as presented be approved.

OPERATING BUDGET 1971-72:

The report of the Finance Committee concerning this item was circulated to members of the Board prior to the meeting. A copy of the budget and the minutes of the Finance Committee are attached to the original of these minutes. The budget working papers are attached as Appendix A.

The President outlined the various factors influencing the projection of revenue and expenses for the next fiscal year. Questions and explanations were asked and given concerning items
respecting the ancillary operations of the University. It was
suggested that it was difficult for the Board to assess the im-
lications of the allocation of resources without further information,
particularly some form of criteria which could be used to measure
the distribution of resources as they related to programmes.

In the discussion that followed, it was reported that recent develop-
ments in management information systems were leading to the
establishment of cost criteria which might be used as effective
measuring tools for performance of programmes at universities.
However, it was not possible, as a result of the discussion, to
identify exactly what further information or different information
would assist the Board in improving its assessment of the financial
projections of university operations.

It was agreed that the operating budget for 1971-72 be approved.
It was also agreed that the Finance Committee should review the
form and type of information presented for the budget.

FEES:

The report of the Finance Committee concerning this item was
circulated to members of the Board prior to the meeting and is
attached as Appendix B to the minutes.

Concern was expressed that the Students' Association Fee, in the
schedule of graduate fees, had been changed without prior con-
sultation with the Students' Association. It was argued that the
Students' Association Fee had not, in fact, been changed but had
been adjusted because of changes in the method of collection which
were caused by the implementation of the new graduate student
programme regulations concerning the assessment of fees for
graduate students by terms instead of academic years, and that the
net result would be that the amount of money collected for the
Students' Association would be the same only that it was collected
in two instalments instead of three.

Objections were also raised by the Students' Association concerning
the proposed changes to the methods of fee collection, and the
suggestion was made that it would be appropriate for this matter
to be a subject of consultation with the Students' Association as
well. It was agreed that the matter of proposed fee changes be
referred back to the Finance Committee.

PARKER
LOAN FUND:

A proposal for the changes in the administration of the Parker Loan
Fund was presented as a report of the Finance Committee and is
attached as Appendix C. It was agreed that the proposed changes
in the administration of the Parker Loan Fund be approved.

ATHLETIC
FACILITIES:

The report of the Building Committee concerning this item is
attached as Appendix D, and the brief outlining the statement of
requirements, which was circulated to members of the Board prior
to the meeting, is attached to the original of the minutes.
ATHLETIC FACILITIES (CONTINUED):

It was agreed that the statement of requirements as contained in the brief and the estimated budget for this project of $2,977,850 be approved as the maximum statement of requirements for this project.

SITE - PRACTICE THEATRE:

The report concerning this item was circulated to members of the Board prior to the meeting and is attached as Appendix E to the minutes.

It was explained that the site recommended was the result of a site study which had been prepared by the civic design consultant firm and had been agreed to by the Users' Sub-Committee, the Building Advisory Committee, and the Building Committee.

It was reported that a petition signed by 132 persons had been received objecting to the use of the proposed site for this purpose. The President explained that the University has a very complicated and somewhat expensive procedure, both in terms of time and money, which has various mechanisms for notice to the University community about the decisions being considered in the planning process and which also provides opportunities in the sequence of planning for members of the University community to raise objections. It was agreed, in recognition of the concern expressed by the petitioners, that the matter be referred back to the Building Advisory Committee.

MAINTENANCE BUILDING:

The report of the Building Committee, which is attached as Appendix F, and the brief outlining the statement of requirements which was circulated to members of the Board prior to the meeting, is attached to the original of the minutes. It was agreed that the statement of requirements, at an estimated budget of $1,244,612, be approved as the maximum statement of requirements for this project.

PATENT POLICY:

The recommendation concerning this item from the Senate is attached as Appendix G.

It was agreed that this recommendation be held for consideration until the next meeting.

NON-FORMULA PROJECTS:

The report of this item is attached as Appendix H. It was agreed to approve the recommendations contained in this report.

REPORT OF INFORMATION FROM THE BUILDING COMMITTEE:

This report is attached to the minutes as Appendix I. It was agreed to receive this report.
The report of the Bursar was circulated prior to the meeting.


On motion duly moved, 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 September 30, 1971, amounts which, in total, do not exceed the sum of five million five hundred thousand dollars ($5,500,000) and for that purpose and for securing payments 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 five hundred thousand dollars ($5,500,000) 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 per centum (9) 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.

Supplementary Retirement Plan for Full-Time Employees.

It was moved by Mr. Gibson, seconded by Mr. Watt, and unanimously carried that the document entitled "Appendix B to the Bursar's Report" which is attached as Appendix J to these minutes as the document covering the terms and conditions of the Supplementary Retirement Plan, be approved.

Agreement with the C.P.R. Concerning the 1971 Sewer and Watermain Contract, Mile 2.57, Ellwood Subdivision.

It was reported that the University has executed an agreement with the Canadian Pacific Railway in which the University will:

a) pay an annual rental of $30,00 for a tunnel crossing the C.P.R. right of way at mile 2.57 of the Ellwood Subdivision;

b) pay all costs incurred by the C.P.R. and the C.N.R. as a result of the construction of the proposed sewers and the proposed underpass, including, without limiting the foregoing in any way, the cost of the proposed temporary track diversion and related track work, the cost of the flagging protection and the inspection and the cost of any necessary signal work;

c) that Carleton University will indemnify and save harmless the C.P.R. and the C.N.R. for all loss, cost and liabilities incurred as a result of the construction of the proposed sewers and the proposed pedestrian underpass.

Debentures.

It was reported that the University has received an advance payment of $1,050,000 on capital construction projects, and that a debenture has been issued for this amount dated March 15, 1971, in accordance with the approval given by the Board for the creation of debentures for the six-month period ending March 31, 1971, in the amount of $6,000,000.

Regular Operating Grant Instalment Payment.

It was reported that the University has received three cheques in the amount of $738,000: one on March 1, 1971; the second on March 8, 1971; and the third on March 29, 1971. These cheques represent the
BURSAR'S REPORT (CONTINUED):
sixteenth, seventeenth, and eighteenth of twenty-four instalments of provincial government support for operating expenditures in 1970-71.

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

Mr. D. A. Golden,
Chairman.

Mr. D. C. McEown,
Secretary.