CARLTON UNIVERSITY

Minutes of the 244th Meeting
of the
BOARD OF GOVERNORS

Time: Tuesday, February 27, 1973, at 4:30 p.m.
Place: Senate Room - Administration Building

PRESENT:
Dr. J. L. Gray (Chairman), Mr. G. E. Beament, Mr. J. C. Clarke,
Mr. G. Collins, Mrs. June H. Dunn, Dr. J. Holmes, Mr. C. Kelley,
Mr. D. Killoran, Mr. B. Loeb, Mr. C. H. MacCarthy, Mr. T. R.
Montgomery, Mr. R. J. Neill, Dr. M. K. Oliver, Professor K. Z.
Paltiel, Dr. L. Rasminsky, Mr. H. Soloway, Mr. F. K. Venables,
Mr. G. G. Watt, Dean R. A. Wendt, Dr. H. L. Willis. Also
present: Mr. A. B. Larose and Mr. D. C. McEwen (Secretary).

MINUTES:
The minutes of the previous (243rd) meeting were circulated to
members of the Board prior to the meeting. It was agreed
that the minutes be approved as circulated.

MEETING DATES:
It was agreed that the following schedule for meeting dates be
adopted:

Wednesday, April 18, 1973, at 4:30 p.m.
Thursday, May 31, 1973, at 2:00 p.m.
Tuesday, June 26, 1973, at 4:30 p.m.

It was noted that the meetings previously scheduled for
Wednesday, March 28, and Thursday, April 26, had been cancelled.

It was agreed that the May 31 meeting would be planned in
conjunction with the Annual Meeting of the Associates and that
a luncheon would be provided to members of the Board at 12:30 p.m.,
the Board meeting would take place from 2:00-4:30 p.m., and the
meeting of the Associates would commence at 5:00 p.m.

DESIGN REVIEW
COMMITTEE:
The Chairman reported that the University had for a number of years
a Design Review Committee which consisted of architects and
designers who had volunteered their services to review for the
University architectural presentations on buildings and site
development. The Chairman explained that in view of the fact
that it would be unlikely for the University, because of
the freeze on capital funds, to have meetings of this committee for
some time, it was desirable at this juncture to formally acknowledge
the services of the Committee and to recognize those particular members
who were now, after long years of service, resigning. It was therefore
agreed that the Secretary be instructed to convey the Board's gratitude to members of the Committee and to particularly acknowledge the services of Professor John Bland and Mr. Gordon Adamson who had submitted their resignations.

MR. PEARSON:
The President reported on the activities undertaken by the University to honour the late Chancellor and the Board agreed to the establishment of a joint Board/faculty committee which would undertake to develop the most appropriate means by which the University could pay honour to Mr. Pearson.

NOMINATING COMMITTEE:
It was agreed, upon recommendation of the Nominating Committee, that Mr. G. Osbaldeston be elected a member of the Board of Governors for a term ending September 30, 1973.

It was agreed that Mr. K. Kaplansky, Mr. Justice B. Laskin, and Mr. H. Soloway be appointed as the Board members to the Consultative Committee on the Selection of a Chancellor.

It was agreed that Mr. R. J. Neill be appointed as Vice-Chairman of the Board effective immediately.

It was agreed to accept as notice of motion the report of the Nominating Committee, which is attached as Confidential Appendix A, for the establishment of a new term of office for the Chairman of the Board and the establishment of the office of Vice-Chairman of the Board, and that the Secretary be instructed to prepare the necessary proposals for amendment to the By-laws to incorporate the changes recommended.

REPORT OF THE EXECUTIVE COMMITTEE:
The report of the Executive Committee was circulated to members of the Board prior to the meeting and is attached as Confidential Appendix B. It was agreed that the report be accepted as distributed.

APPOINTMENTS, LEAVES, ETC:
The recommendations of the President concerning this item were circulated to members of the Board at the meeting. It was agreed, upon recommendation of the President, that the appointments, leaves, etc., as recommended be approved. These recommendations are contained in Confidential Appendix C which is attached.

STAFF CHANGES:
The recommendations of the Vice-President (Administration) and Bursar were circulated to members of the Board prior to the meeting. It was agreed that these staff changes, as contained in Confidential Appendix D to these minutes, be approved as circulated.
The President, on behalf of the Board, conveyed the sincere congratulations of the members to the Chairman on the announcement of the award to the Chairman of the Gold Medal of the Association of Professional Engineers of Ontario.

The President reported on a number of matters which had recently been discussed at meetings of the Council of Ontario Universities. He explained that in the Council’s presentation to the Committee on University Affairs it had been proposed to establish the Provincial operating grant on the basis of the reported enrolment in the year previous to the fiscal year for which the grant was awarded, calculated on the basis of the B.I.U. value established for that fiscal year. He indicated that this was hopefully the first step in achieving a new method for the determination of the amount of grant assistance for universities in which the universities would know for three years in advance what amount of operating funds could be expected to be available for university operations. He indicated that even the first step of slip-year financing would be beneficial to universities in that they would have a solid revenue position from which to plan the next year’s fiscal operation and that the future step of a rolling grant fund projection would significantly enhance the stability for planning and, thus, permit the universities a greater opportunity to achieve higher utilization and effectiveness of available resources.

In reply to questions which suggested that such a financing method was more desirable in situations of steady and declining enrolment rather than increasing enrolment, it was pointed out that it was less difficult to handle the situation when enrolments were larger than the budget projections than in the situation where the budget had been planned on a revenue situation greater than that which was realized because the enrolment projection was less than the actual.

The President reported that ONU, faced with a similar budget problem as that of the universities, had agreed to hold its expenditures in the next fiscal year to the same amount as had been authorized this year, with the exception that should the embargo on certain graduate programmes not be lifted the Advisory Committee on Academic Planning would proceed with the evaluation of the disciplines that it had planned for this year and that the deficit created by this work would be spread over a number of years rather than being charged solely to the fiscal year in which the expenditure was incurred.

The President informed the Board that the Council had agreed to establish guidelines on recruiting of students which it was hoped would reduce the number of abuses and alleged abuses which seemed to have been occurring at some institutions in an attempt to attract students to those universities. He explained that these guidelines had been circulated for comment to all
Senates of the universities and to several of the advisory committees of the Council, and that once this was completed and, if accepted, the guidelines then could be implemented. He reported that at a recent meeting of the Senate of this University the guidelines had been discussed and approved.

The President reported that the Council was continuing its investigation about graduate student support and that one of the proposals which it had made to the government was the continuation of the third-term bursary for graduate students to provide interim relief for graduate students in meeting the substantially increased graduate tuition fees. He also reported that the Council was still working on the question of the maximum levels of graduate student support and that hopefully a Province-wide policy in this matter could be adopted shortly.

The President reported that in response to the need for information by a Select Committee of the Ontario Legislature OOU had been able to negotiate with the Select Committee a method by which citizenship of faculty members could be reported to the Select Committee without identifying in the return the citizenship of a particular faculty member. He explained to the Board that the method used was an adaptation of a method developed by the universities and Statistics Canada for the reporting of faculty salaries, and that under this system the universities would submit their returns to the Council of Ontario Universities and, after collation by the Council, the report would be forwarded to the Select Committee. He indicated that he felt that this method had successfully met the need for information of the Select Committee to conduct its enquiries while preserving the individual rights to privacy of the faculty.

The President reported that the Budget Review Committee will be meeting during the next week for two days to conduct a preliminary examination of the budget proposals for the next fiscal year. He explained that at this time the Budget Review Committee will have an opportunity to interview all of the deans and the officers of the administration responsible for the various support departments of the University concerning the budget proposals.

The President reported that Ann Frazer had been elected as President of the Carleton University Students' Association and that he had written to her conveying his congratulations and asking for the opportunity to meet with her in the near future. He explained that the St. Patrick's College Student Union election had been held but that, due to a challenge to the validity of the elections, these would have to be held again so that he was unable to report at this time the new incumbent for the office of President of that body.
The President informed the Board that the proposals for the Industrial Design programme had been tabled with the Senate and that further deliberations were necessary concerning this programme at the Academic Planning Committee and also at the Building Advisory Committee level, but that he expected that before the next Board meeting members of the Board would be receiving the recommended proposals concerning this new programme at the University.

The recommendation of the Executive Committee concerning this item was circulated prior to the meeting and is attached as Appendix A. It was agreed that the recommendation as proposed be approved.

Mr. Larose reported that on March 31, 1971, total accounts outstanding from students for tuition fees were approximately $465,000 and at that time it had been the highest outstanding unpaid fee situation that the University had experienced. As a result of that situation, the Board had reluctantly approved the necessity of establishing a procedure of de-registration for unpaid accounts. Mr. Larose reported that under these proposed regulations students who have not paid their outstanding accounts by January 15 were subject to de-registration. In the first year of its implementation, a period of grace had been provided because arguments had been presented that this significant change in policy had not been adequately publicized. However, by a comparable date in 1972 the total amount outstanding was $241,000, a significant reduction, and that by April of 1972 there had been only 600 who had not made arrangements to pay their fees and were sent letters of cancellation of registration. He indicated that all but 377 had responded and many of these were part-time and owed very small amounts.

He explained that this year the University was in the process of sending letters of cancellation of registration to some 850 students, which compares reasonably with 1972 when the University takes into account that OSAP cheques were not applied against fees this year and that last year cancellation took place in April, whereas this year cancellation was taking place in February.

He pointed out that special care was taken to make students aware of what the policy is and that it would be applied effective the middle of February, and that in addition a steady stream of letters had been sent and there is no reason for anyone not knowing what the regulations are. He pointed out that approximately 550 special arrangements had been made and that these will be watched very carefully. He noted that every use of the Parker Loan Fund had been made wherever it was possible to assist students who had legitimate financial difficulty. He explained to the Board that both student groups who were involved in the fee strike had now released the students from their obligations under the trust funds that had been set up for withheld fees and that because of the lateness in coming to this conclusion by one of the trust funds the students who had participated in that trust fund were known now to the University and were being given an extension in the deadline so that the monies could be transferred from the Bank to the University.
The administration was complimented by the Board for its positive attitude in trying to assist students everywhere possible to meet their obligations and by being flexible in its approach to the problem. It was noted at the conclusion of the discussion that in some cases where there are outstanding fees it results from the situation where students have left the University without going through the formal withdrawal process so that in their cases the fee write-offs represent a paper transaction.

The recommendations of the Executive Committee concerning this item were circulated prior to the meeting and are attached as Appendix C. It was agreed that the recommendations as presented be approved and that Dr. Willis, Professor Holmes, and Mr. Clarke would be the Board appointees to the Committee which was proposed in the recommendation.

The Bursar’s Report was circulated prior to the meeting and is attached as Appendix D. As a supplementary item, Mr. Larose reported that the University had completed its negotiations with the Bank of Nova Scotia concerning the rental of space on the campus and that the new rental charge per square foot per annum was $10.00 as compared with $4.50 in the previous lease. It was agreed that this lease be approved.

The meeting terminated at 6:00 p.m.

Dr. J. L. Gray,  
Chairman.

Mr. D. C. McIown,  
Secretary.