CARLETON UNIVERSITY

The Minutes of the 251st Meeting
of the
BOARD OF GOVERNORS

Time: Wednesday, November 28, 1973 at 4:30 p.m.
Place: Senate Room - Administration Building.

PRESENT:
Mr. R.J. Neill, Chairman, Mr. J.C. Clarke, Mr. G. Collins, Mr. F.E. Gibson,
Mr. K. Kaplansky, Mr. G.H. MacCarthy, Dr. G. Maynard, Mr. T.R. Montgomery,
Mr. J. Murray, Dr. M.K. Oliver, Dr. S. Ostry, Professor K.Z. Paltiel,
Mr. D.A. Ross, Mr. F.K. Venables, Mr. C.G. Watt, Dr. H.L. Willis.
Also present: Dr. G.R. Love, Mr. A.B. Larose, Mr. J.K. Kettles,
Mr. D. Brombal, and Mr. D.C. McBown, (Secretary).

MINUTES:
The minutes of the previous (250th) meeting were circulated to members
of the Board prior to the meeting. It was agreed that the minutes as
circulated be approved.

APPOINTMENTS,
LEAVES, ETC.:
The recommendations of the President concerning this item are contained
in Confidential Appendix A. It was agreed that these recommendations
be approved as presented.

ACADEMIC
STAFFING:
The report of the Finance Committee concerning the academic staffing
proposals for the next fiscal year were presented to the Board by the
Chairman of the Finance Committee, and this report is contained in
Confidential Appendix B. It was agreed that the report as presented
be approved.

ACAP:
A working paper outlining the operations of ACAP was circulated to the
Board prior to the meeting as a background paper, and is attached as
Confidential Appendix C. It was agreed that discussion of this item
be deferred until the next meeting.

STAFF CHANGES:
The recommendations of the Vice-President (Administration) concerning
staff changes were circulated to members of the Board prior to the
meeting and are contained in Confidential Appendix D, which is attached.
It was agreed that these recommendations be approved.

SUPPLEMENTARY
PENSION PLAN:
Mr. Larose explained that due to changes in the Retirement Plan of the
University it had been agreed some time ago that the Supplementary
Pension Plan would be discontinued and that members of the Plan
would be contacted individually to see what their choices were concerning
the disposition of their funds in this Plan. It was also reported that
the Board had agreed that the units in the fund would be sold on
December 1, 1973, for the purpose of permitting the redemption of each
member's entitlement. Mr. Larose reported that some concern had been
expressed about the selling date due to the fall of prices in the
stock market, but it appeared that the University had no option but to
proceed with its previous decision.

After lengthy discussion it was agreed that no change would be made
to the Board's previous decision concerning this matter.
CONVOCATION AND INSTALLATION: The President reported that he had received a number of complimentary letters concerning the fall convocation and installation of Dr. Herzberg as Chancellor.

WINTER TERM ADMISSION: The President reported that beginning this January the University would admit first year students for the winter term. It was reported that these students would be given the opportunity to take compressed and intensive courses similar to those offered in summer school so that it would be possible for a student admitted at this time to fulfill part of his requirements for first year in half of the academic term.

It was explained that Carleton would be the first University in this region to undertake this programme. It was reported that it is being done in response to the change in the high schools systems to a semester arrangement.

TEACHER EDUCATION: The President reported that the Senate had approved in principle a programme which would be proposed to the Provincial Government for teacher education at Carleton University.

CENTRE FOR PUBLIC ADMINISTRATION STUDIES: The President made a progress report on the state of negotiations with the Public Services Commission and the University of Ottawa about the establishment of this Centre.

TASK FORCE ON POST SECONDARY EDUCATION IN MANITOBA: The President reported that his responsibility with this Task Force had now been completed and no further trips away from the University for this Task Force would be required.

FINANCE COMMITTEE: It was explained that the Finance Committee had met just prior to the Board meeting and that they had considered the examination by the Budget Review Committee of the problem of achieving cut backs to the amount of $300,000 in this year's budget. It was reported that at the time that the budget was struck in April that the strategy for that budget had been to achieve a break even situation, utilizing the accumulated surplus but at that time the expenditure programme which had been approved was in excess of the estimated revenue of $300,000. As a result the University officers had been instructed to cut the expenditure programme by that amount. It was explained that subsequent to that decision cuts in the order of $115,000 had been achieved and that the revenue estimated had changed so that in the opinion of the Budget Review Committee further cuts were not necessary. This was recommended to the Board by the Finance Committee, and the Board agreed.

REPORT OF THE INVESTMENT COMMITTEE: The minutes of the 120th meeting of the Investment Committee had been circulated at the Board meeting as a report of the Committee and are attached as Appendix A. Mr. MacCarthy, Chairman of the Committee, led the discussion of the report. It was agreed that the report as presented be approved.
It was agreed that the following recommendations of the Senate concerning amendments to University Government be approved.

1. That, in order that the Vice-President (Academic) and Vice-President (Administration) be ex-officio members of Senate, the number of ex-officio positions on Senate be increased to twelve from the present ten, and, correspondingly, the number of special appointments be reduced to ten from the present twelve.

2. That, in order that the Vice-President (Academic) be an ex-officio member of the Senate Executive Committees, the membership of the Senate Executive Committee be increased to thirteen from the present twelve.

3. That, when a vacancy occurs on Senate and the unexpired part of the term
   (a) is four months or less, the office should be left unfilled;
   (b) is over four months but less than twelve months, the elected person should serve the unexpired part plus one year;
   (c) is twelve months or over, the elected person should serve the unexpired part.

4. That the normal term for faculty members and students on Senate be three years.

It was reported that:

(a) The Board had previously agreed that as an interim solution for this year only, that a general student election would be held to determine the nomination for two student members on the Board and that these two student members would sit from the time of their election to the Board until September 30, 1974;

(b) The Senate had recommended to the Board that an electorate for this election would consist of all students registered at the University at the time of the election except extension students and that the qualifications of the candidates for the election would be the same as that for the electorate;

(c) Notice of the election would be given on the 6th and 7th of December;

(d) Nominations would be closed on December 20th;

(e) The election would take place on the 16th and 17th of January;

(f) The Secretary of the Board would be responsible for the conduct of the election.

It was agreed that these proposals as presented be approved.

The Bursar's report is contained in Appendix B. It was agreed that the report as presented be approved.

The meeting terminated at 6:30 p.m.

Mr. R.J. Nellig. Chairman.

Mr. D.C. McEown, Secretary.