MINUTES
of the
ONE HUNDRED AND FIFTY-EIGHTH MEETING
of the
BOARD OF GOVERNORS

Time: Thursday, 21 May, 1964, at 12:45 p.m.
Place: The Board Room - H.S. Southam Hall

PRESENT:
His Honour Judge C.C. Gibson, Chairman, Mr. G.E. Beament, Mr. W.M. Connor,
Mr. A.A. Crawley, Dr. A.D. Dunton, Mr. C.F. Elderkin, Mr. C.H. Everett,
Mr. H.R.T. Gill, Mr. D.A. Golden, Mr. C.H. Hulse, Mr. A.M. Laidlaw, Mr.
A.B.R. Lawrence, General H.F.G. Letson, Dr. C.J. Mackenzie, Dr. Grace E.
Maynard, and Mrs. Hartley Zimmerman. Also present: Mr. F.J. Turner.

MINUTES:
The Chairman noted that the minute on Campaign in the minutes of the
previous meeting was not clear, and that the Development Advisory
Committee was to examine the matter of a major campaign and make
recommendations with respect to the five items listed below. With
this amendment, the minutes of the previous (157th) meeting were
adopted as distributed.

REPORT OF THE
BUILDING COMMITTEE:
Copies of a report, summarizing actions and recommendations of the 67th
and 68th meetings of the Building Committee, were distributed at the
meeting. (A copy of this report is attached to the original of these
minutes.)

Mr. Golden led the discussion and reported that in line with the authority
given it by the Board of Governors at its meeting on 16 April, the
Building Committee had authorized the following:

1. Maintenance Building - the calling of public tenders, with the control
   panel included as an alternate.
2. Mackenzie Building
   Extension - that Smith, Finchman & Grylls be engaged as architects
to work on the third block.
   Laboratory Furniture - the award of the contract for the first two
   blocks to the low bidder, Canadian Office & School Furniture, subject
to minor modifications which would reduce the price to approximately
   $39,000.00.
   Office Furniture - an expenditure of approximately $30,000 for the
   purchase of miscellaneous office furniture for the first two blocks.
3. Residences - (a) the planning of two additional residences similar
to Lanark House, subject to a further look at the brick and the
request that urgent consideration be given to a larger proportion
of single rooms; (b) that on the grounds of economy and time the
architects be Balharrie, Helmer & Associates; and (c) that the
engineers be Goodkey, Weedmark & Associates and McNostie & Associates.

At its meeting on 14 May, the Building Committee considered plans showing
two units in a T shape, which would provide an additional 346 beds and
which would have more single rooms and service rooms than the existing
residences. It was planned to site these buildings in the area north of
Lanark House.
The Building Committee recommended that these plans as presented be recommended in principal, subject to the following:

(1) clarification of arrangement with architects
(2) an early recommendation from the architect on brick
(3) preparation of comparisons showing the costs and advantages and disadvantages of concrete block, plaster, flex block, and spectroglaze.

The Building Committee further recommended that Mr. George Pack be appointed structural engineer on the residences, subject to some assurance that he can meet the deadline, and that Mr. John Lunde be appointed electrical consultant.

4. Revisions - 1st and 5th levels, Tory Building - the calling of separate tenders for the conversion of the 1st and 5th levels of the Tory Building as soon as plans for each level are ready, on the assumptions that

(1) the Tory Building will be cooled
(2) the machinery will be located in the Boiler Room; and
(3) the equipment will be capable of providing general cooling for the Library, Paterson Hall, and Southam Hall.

The Building Committee recommended the alterations to the 5th level as presented to the Building Advisory Committee, at an estimated cost of $89,600, which includes furniture, services, and partition changes. A further $38,000 would be required for the fan coil units for cooling.

5. Sale of Boilers - Tory Building - the sale of the boilers in the present boiler room for $6,000.

On the recommendation of the Building Advisory Committee, the Building Committee recommended the following:

Parking Lot #2 and Associated Road System - that the contract be awarded to the low bidder, Fuller Construction, at their tender price of $19,900.

Parking Lot #3 - that the entrance to the tunnel in this lot be considered temporary, and that a structure of concrete block be attached to the existing tunnel with stairs to it.

Residence-Dining Complex - that planning start immediately on another residence-dining complex, with kitchen facilities to serve all the residences.

Physics Building - that detailed plans of the proposed Physics Building be accepted, but that rug for the office wing be deleted from the plans.

Glass-Blowing Shop - Steacie Building - an expenditure of approximately $5,000 for a glass blower lathe charged to capital.

Landscaping - an expenditure of approximately $1,000.
Laboratory Furniture - Room 472, Tory Building - that the contract for the plumbing, fume duct, and electrical work for this room be awarded to the low bidder in each case: Plumbing - Ottawa Plumbing & Heating Limited, $3,500.00; Fume Duct - Irving Harding Ltd., $483.00; Electrical work - R.E. Ferguson, $597.00.

Sunnyside Avenue Extension - that drawings showing the final location of the road be submitted to the National Capital Commission requesting early action, and that a further soil investigation from the northern property line to the present access road be carried out at an estimated cost of $4,000; and, on the advice of the University's legal advisers, that a snow fence be erected around the water-filled excavation.

Gym Addition - that authority be given to proceed with the planning of a 15,000 sq. ft. addition to the gym.

Multi-Purpose Examination Hall - that a Sub-Committee of the Building Advisory Committee be appointed to look into the planning of a structure which would serve, among other things, as an examination hall and a rink.

Chain Link Fence - that an 8' fence be erected along Bronson Avenue, and that it be purchased from the low bidder, Kelly-Leduc, at their tender price of $3,476.76.

Structural Engineer - Arts Building - that Adjeleian, or at least his equal, be retained to do the structural work on this building.

It was agreed that the Report of the Building Committee be approved.

It was agreed that the Building Committee be given authority to approve the requirements of this building and its site.

It was agreed that the Board Meeting dates for next year be 17 September, 1964, and thereafter the fourth Thursday of each month - 22 October, 26 November, 24 December (subject to change), and 28 January, 25 February, 25 March, 22 April, and 27 May, 1965.

It was agreed that the Annual Meeting be held 30 September, 1964.

It was reported that the Alumni Association had requested that alumni representation on the Board of Governors be increased from two to three persons this fall.

It was agreed that the Alumni Association be invited to nominate two persons for membership on the Board, one to be elected for a two-year period and one for a three-year period.

The President reported that these two bodies had drafted a new constitution which would incorporate them into one, to be known as the National Association of Universities of Canada.

It was agreed that the Board approve this incorporation and authorize the signing of the necessary statement.
After some discussion, the Board reaffirmed its previous decision - (a) that the policy of free tuition for immediate families of staff members employed before 30 September, 1963 be confirmed since in some cases at least this benefit had been held out to the employee as a special inducement on employment, (b) that the policy of free tuition to future employees of the University be confirmed, and (c) that children of deceased members of staff be entitled to remission of fees according to the date on which the deceased employee had joined the staff.

APPOINTMENTS, ETC: On the recommendation of the President, the following were approved:

**Effective 1 July, 1964**

Appointment as Dean of Students

R.A. Wendt, Associate Professor of Psychology extra stipend $1,500

Appointed as Senior Resident

A.M. Beattie, Professor of English extra stipend $300

New Appointments

**Effective 1 September, 1964 - 31 May, 1965**

Paul Mandl Visiting Associate Professor of Mathematics $9,500 plus Government pension benefits

**Effective 1 July, 1964**

Duncan M. Anderson Assistant Professor of Geography $8,000 plus 400 travel

David K. Bernhardt Assistant Professor of Psychology and Student Counsellor 7,500

Neil M. Brice Assistant Professor of Engineering 8,300 plus 300 travel

Keiichi Hirano Assistant Professor of English 8,000 plus 1,000 travel

A. Bryan Laver Assistant Professor of Psychology 8,000

Maria Anna Furstenwald Lecturer in German 6,900

Jean Miquet Lecturer in French 6,000
Effective 1 July, 1964

Paul L. Rosen
Lecturer in Political Science $7,000

Albert Breton
Visiting Associate Professor of Economics 5,000 plus

Jean Carter
Chief Cataloguer, Library 500 travel

Deanna C. Mah
Technician in Geology 7,800

Effective 1 June, 1964

John V.R. Birchall
Demonstrator and Technician in Chemistry 425 per mo.

433.33 per mo.

Effective 16 June, 1964

James Ross
Senior Technician in Chemistry 6,500

Effective 1 September, 1964 to 30 June, 1965

P.W.R. Sargeant
Senior Demonstrator in Physics 4,500

Change in Starting Date

Margaret J. Helwig, Junior Cataloguer
Appointment effective 15 June, 1964, instead of 1 July, 1964

Moving Allowance

Donald R. Whyte, Assistant Professor of Sociology $ 200

Leave of Absence without Pay, 1964-65

Dr. K.D. McRae, Professor of Political Science

Resignations effective 30 June, 1964

Mrs. A.R. Zwingenberger Meillon, Lecturer in German
Michael Horynansky, Associate Professor of English
Norman Fenn, Director of Student Affairs

SENATE RESIGNATIONS: The President reported that W. Kaye Lamb had resigned from the Senate of the University.
The following list of staff changes, which was circulated with the notice of meeting, was approved:

<table>
<thead>
<tr>
<th>Employment of</th>
<th>Effective</th>
<th>Salary</th>
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<tbody>
<tr>
<td>Clarke, H.D.</td>
<td>15 June, 1964</td>
<td>$390</td>
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<tr>
<td>Maintenance Department</td>
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<tr>
<td>Coupland, Kenneth</td>
<td>2 July, 1964</td>
<td>190</td>
</tr>
<tr>
<td>Junior Clerical Assistant</td>
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<td></td>
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<tr>
<td>Library</td>
<td></td>
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<tr>
<td>McCorkell, Miss Jacqueline</td>
<td>2 July, 1964</td>
<td>195</td>
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<tr>
<td>Typist, Library</td>
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<td></td>
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<tr>
<td>Mullen, Adrian</td>
<td>15 June, 1964</td>
<td>350</td>
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<tr>
<td>Maintenance Department</td>
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<tr>
<td>O'Leary, John R.</td>
<td>15 June, 1964</td>
<td>250</td>
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<td>Office Staff, Maintenance</td>
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<td>Department</td>
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<td>Pershaw, William</td>
<td>15 July, 1964</td>
<td>440</td>
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<tr>
<td>2nd Class Engineer</td>
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<tr>
<td>Maintenance Department</td>
<td>15 October, 1964</td>
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<tr>
<td>Prestice, John Edward</td>
<td>1 June, 1964</td>
<td>440</td>
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<tr>
<td>2nd Class Engineer</td>
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<td>Maintenance Department</td>
<td>1 September, 1964</td>
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<tr>
<td>Steel, Miss Gena M.</td>
<td>1 July, 1964</td>
<td>200</td>
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<td>Receptionist</td>
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<td>Registrar's Office</td>
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<td>Theriault, George</td>
<td>11 May, 1964</td>
<td>240</td>
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<td>Maintenance Department</td>
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<tr>
<td>Uren, Miss Marguerite</td>
<td>2 July, 1964</td>
<td>185</td>
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<tr>
<td>Junior Clerical Assistant</td>
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<tr>
<td>Library</td>
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<tr>
<td>Welsh, Miss Kerry</td>
<td>2 July, 1964</td>
<td>195</td>
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<tr>
<td>Junior Assistant, Library</td>
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<td>Resignations</td>
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<td>Chaffey, Vincent</td>
<td>16 May, 1964</td>
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<td>Filing Assistant</td>
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<tr>
<td>Registrar's Office</td>
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<tr>
<td>Cloat, Mervyn</td>
<td>20 May, 1964</td>
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<tr>
<td>Maintenance Staff</td>
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<td>Hayes, Miss Gloria</td>
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<tr>
<td>Clerk-Typist, Bursar's Office</td>
<td>13 May, 1964</td>
<td></td>
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Mr. Turner reported that the second engineer had been added to this department. Mr. R.W. Cockfield, from the Faculty of Engineering, had been appointed as of 15 May, 1964, at a salary of $600.00 per month until the end of June (in addition to his teaching salary to 30 June, 1964), and at a salary of $8,500 effective 1 July, 1964.
SECOND MORTGAGE RENEWAL:
It was agreed that the second mortgage be extended on identical terms for a further period of five years from 1 October, 1964.

DISCHARGE OF MORTGAGE:
It was reported that had paid off the mortgage on.

It was agreed that a discharge of mortgage be executed on behalf of the University.

PARKER LOAN FUND - BERNARD A. MANNION:
It was reported that Mr. Mannion had been granted a loan of $500.00 from the John W. Parker Loan Fund while attending Carleton, and that he had made arrangements to repay the loan commencing the end of February, 1964. However, Mr. Mannion had been killed in an air crash before the first payment was made.

It was agreed that this loan be written off, and that a communication be sent to his widow informing her that the loan is considered paid in full.

TERMINATION: The meeting terminated at 2:10 p.m.

F.J. Turner  His Honour Judge C.C. Gibson
Secretary  Chairman