Minutes
of the
72nd Meeting
of the
Board of Governors of
Carleton College

TIME: September 18, 1952, at 12:30 p.m.

PLACE: Rideau Club, Ottawa.

PRESENT: Mr. J. E. Coyne, Chairman, Mr. V. S. Castledine, Mr. A. A. Crawley,
Colonel C. M. Edwards, Mr. H. R. T. Gill, Mr. C. H. Hulse, Mr. F. C.
Jennings, Dr. W. C. Macartney, Dr. M. M. MacOirum and Dr. H. S. Southam.
Also present: Mr. F. J. Turner and Dr. E. F. Sheffield.

BEREAVEMENT OF PRESIDENT: The Chairman, on behalf of the Board, expressed his sympathy to the
President on the recent loss of his wife.

ILLNESS OF MR. KIDD AND MR. JUSTICE RAND: The Chairman informed the meeting that both Mr. Kidd and Mr. Justice
Rand had been ill for some time. The President suggested that he
write to each a note conveying the good wishes of the Board.

MINUTES: On a motion by Mr. Gill, seconded by Dr. Southam, the minutes of the
71st meeting were approved.

NATIONAL CONFERENCE OF CANADIAN UNIVERSITIES: The President reported that he had been officially informed that the
College had been admitted to membership in the N. C. C. U. on June 11th.

ACCOUNTS FOR YEAR 1951-52: Mr. Turner presented the accounts for the College year ending June 30,
1952. He reported that these accounts had been discussed in detail
with the Auditors and that the Auditors stood ready to submit identical
accounts, if the ones presented were accepted by the Board. These
accounts show an accumulated deficit at the year end of $10,992 and
including the Development Fund campaign receipts, a surplus on the
year's operations of $44,921. The decisions embodied in the state-
ments were covered by the Budget for the year 1951-52 and subsequent
decisions of the Board of Governors with the exception of the state-
ment of Development Fund campaign. This statement was discussed in
detail.

It was moved by Mr. Castledine and seconded by Dr. Macartney that the
financial statements for the year ended June 30, 1952 be adopted. Carried.
FEES RECEIVABLE WRITE-OFF: It was agreed that the following fees receivable from 1950-51 (credit balance from earlier periods) should be written off as of June 30, 1952:

<table>
<thead>
<tr>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>$292.40</td>
</tr>
</tbody>
</table>

Two accounts from this session were not being written off. The two accounts total $146 and efforts to collect were continuing.

CANADIAN INTER-COLLEGIATE ATHLETIC UNION: The C.I.A.U. at its last meeting decided to take steps to protect the amateur status of inter-collegiate athletics. Among these was the provision that in the future the members of the Union must be the universities rather than the Athletic boards. On the recommendation of the President, the Board approved membership of Carleton College in the C.I.A.U. (central).

INTERIM REPORT ON REGISTRATION: Dr. Sheffield reported that registration in the day division to date was approximately the same as registration in the day division to the most comparable date last year, so that his estimate of decline in enrolment from 414 to 335 appears now to be a little pessimistic. Registration in the evening division also appeared to be larger than had been forecast and is likely to total 700.

There appears to be a trend among high school students to take first year at Carleton rather than to spend two years in Grade XIII.

Registration in Engineering is up and in Commerce down. The Graduate Diploma in Public Administration appears likely to attract twenty people, almost all in the Evening Division.

In view of the decline in the number of high school graduates, it was felt that this registration was satisfactory.
It was decided to defer the decision until the advice of the honorary solicitor was available.

Dr. MacDrum reported that he was unable to present recommendations to fill the Board vacancies.

Dr. MacDrum reported the receipt of the resignation of Mr. McCulley because of his acceptance of the position of Warden of Hart House. It was agreed that this resignation should be accepted with regret.

The R. A. Beamish Stores last year gave the College two thousand dollars as a first instalment of a fund to endow an annual bursary of $250 and to make the first payment of the bursary in 1951. This capital provided an income of $55.60 and it was therefore necessary and in line with the original gift to use $194.60 of principal. It was agreed that this be done.

Mr. Turner reported that book value of the contents of buildings at June 30, 1952 was $154,108 and that the budget for 1952-53 provides for additions of $14,215 making a total of $168,323 approximately, as of June 30, 1953. Eighty per cent of this sum is $134,600. At present the College carries insurance on contents of $119,500. It was agreed that this coverage be increased by $15,000.

Mr. Turner reported that he had purchased twenty steel lockers at a cost of $354 and that these and 35 other wooden lockers had been rented to the students, two to a locker, at a dollar a locker for the session. He asked for approval of this action. After some discussion it was moved by Mr. Crawley and seconded by Dr. Southam that this purchase be approved and that authority be given to purchase up to 75 additional lockers to be rented to students on the basis outlined above for this year, on the understanding that the privilege could be withdrawn without notice. Carried. Mr. Turner was instructed to bring up the question of renting price of lockers for next year in May or June.

The following staff changes were approved:

(a) Canteen

Employment of Mrs. S. Hudson at $41.50 per week, effective September 10, 1952.
Employment of Mrs. I. Kemp at $32.50 per week, effective September 10, 1952.
Employment of Mrs. Ada Swallow at $22.50 per week, effective September 16, 1952.
Employment of Mrs. Nan Birchall at $20.00 per week, effective September 18, 1952.

(b) Administration

Resignation of Mrs. I. Alexander, Purchasing Clerk, effective October 15, 1952.
Employment of Mrs. K. Coates, as Purchasing Clerk, effective September 2, 1952 at $160.
Employment of Miss Margaret Wimberley, as Administration Clerk, at $130 per month, effective September 8, 1952.
(b) Administration (cont'd)

Resignation of Mrs. H. Watts, Records Clerk, at $170 per month, effective October 1, 1952.
Promotion of Miss Lois Welch, Faculty Typist, at $135 per month, to Records Clerk at $145 per month, effective October 1, 1952.

Resignation of Mrs. Elizabeth Curzon, Clerk at $140, effective October 15, 1952.

(c) Library

Employment of Mrs. Margaret Reuber as Clerical Assistant at $140 per month, effective June 1, 1952.
Resignation of Mrs. M. Reuber, Clerical Assistant, at $140 per month, effective August 31, 1952.

Employment of Mrs. Gertrude Wait as Junior Library Assistant at $115 per month, effective August 5, 1952.

Resignation of Mr. A. Spratt, Assistant Librarian at $2400 per annum, effective August 22, 1952.

Employment of Miss Margaret Tamler as Library Assistant at $150 per month, effective September 9, 1952.

(d) Maintenance

Employment of Mrs. Auger as Cleaner at $120 per month, effective September 2, 1952.
Employment of Mr. G. Horton as Cleaner at $165 per month, effective September 1, 1952.
Employment of Mrs. Albert as Cleaner at $120 per month, effective September 1, 1952.

HONORARY DEGREES: Dr. MacOdrum reported the receipt of a letter from Mr. Trygve Lie, Secretary-General of the United Nations, in which he stated that he would be pleased to attend Carleton’s Convocation on May 15, if his schedule permitted, for the purpose of receiving an honorary degree.

SABBATICAL YEAR: Dr. MacOdrum reported receipt of a request from Dr. J. A. Gibson for leave on half salary for the year 1953-54. On the recommendation of the President, this request for a sabbatical year was approved in principle with up to half salary to be determined by the President.

BIOGRAPHY OF DR. H.M. TORY: It was reported that Carleton had been asked to subscribe $500 to help pay for the writing of a biography of the late Dr. Tory by Dr. E. M. Corbett. The request had come from Dr. MacKenzie, President of the University of British Columbia, and had indicated that the University of McGill, the University of Alberta, and the National Research Council were being asked to subscribe $1,000 and the University of British Columbia $500. Dr. MacOdrum reported that he had promised Dr. MacKenzie that Carleton would subscribe the $500. This action was approved.
Carleton College had been invited to have a representative attend the joint installation ceremony of Viscount Rothermere as Chancellor and Raymond Gushue as President and Vice-Chancellor of the Memorial University of Newfoundland. It was agreed that, if possible, the President should name someone in St. John's to represent Carleton.

Carleton College had been invited to represent at the celebration (October 26, 27 and 28) of the 75th Anniversary of the founding of the University of Manitoba. At the request of the Board, Mr. Coyne agreed to consider attending or, if that became impossible, to name a representative.

Dr. MacOdrum reported that Carleton College had been invited to send four representatives to the Seventh Quinquennial Congress of the Universities of the British Commonwealth to be held at Cambridge on July 13th-17th, 1953. It was decided that this invitation should be tabled.

It was decided that the Annual Meeting of the Corporation of Carleton College should be held in the Reading Room of the Library on Thursday, September 25, at 5 p.m.

It was agreed that the Board of Governors should hold its next meeting on Thursday, October 16, at 12:30 p.m. at the Rideau Club.

The meeting adjourned at 2:35 p.m.

C. C. Gibson,  
Secretary.

J. E. Coyne,  
Chairman.