MINUTES

of the
EIGHTY-THIRD MEETING
of the
BOARD OF GOVERNORS OF
CARLETON COLLEGE

Time: Thursday, May 20, 1954, at 12:30 p.m.
Place: The Rideau Club, Ottawa

PRESENT:
Mr. J. E. Coyne, Chairman, Mr. V. S. Castledine, Mr. A. A. Crawley,
Mr. W. M. Connor, Mr. G. Fraser Elliott, Mr. C. C. Gibson, Mr. K. A.
Greene, Senator Norman P. Lambert, Dr. M. M. MacOdrum, Mr. A. E.
MacRae, Mr. T. R. Montgomery, Senator Norman McI. Paterson and Mr.
F. G. Patten. Also present: Mr. C. V. Hotson and Mr. F. J. Turner.

MINUTES:
The minutes of the previous (82nd) meeting were approved.

REPORT OF THE FINANCE COMMITTEE:
Mr. MacRae reported that the Finance Committee had met and had
examined in detail the budget for the year 1954-55. The budget
recommended shows

<table>
<thead>
<tr>
<th>Current Fund Income</th>
<th>$548,927</th>
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<tbody>
<tr>
<td>Normal Plant Fund Income</td>
<td>3,540</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>552,467</strong></td>
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| Current Funds Expenditure | 549,901 |
| Normal Plant Fund Expenditure | 30,077 |
| **Total** | **579,978** |

Deficit 27,511

Salary increases not otherwise specified in the appendices to take
effect on July 1, 1954 for office and secretarial staff, and on
September 1, 1954 for instructional staff, maintenance staff, and
professional library staff. These increases averaged 5-6%.

Salary increases for Administrative Officers were provided.

It was moved by Mr. MacRae, seconded by Mr. Castledine, that the
report of the Finance Committee be approved. Carried. (A copy of
the report is attached to the original copy of the minutes).

HONOUR TO BOARD MEMBERS
The Chairman congratulated Mr. A. E. MacRae and Mr. Justice I. C. Rand
on the recent announcement by Queen's University that it planned to
confer honorary LL. D. degrees on them.
Mr. Crawley reported that:

1. **Price of Transactions:**
   - The buying and selling orders reported to the last meeting of the Board had been completed as ordered.

2. **Temporary Investment of Provincial Capital Grant:**
   - Of the $150,000 special capital grant from the Province of Ontario, $75,900 was used to make final payment on the Rideau River campus site rather than disturb previous investments. The balance was invested as follows:
     - $50,000 Industrial Acceptance Corporation 3½% one year note.
     - $24,000 General Motors Acceptance Corporation 4% 10 year bonds; $15,000 were purchased at par and $9,000 at $101.4.

3. **Investment of W. M. Southam Bequest ($50,000 for endowment of Scholarships):**
   - The following purchases have been made:
     - $35,000 Government of Canada 3½% bonds, due June 1/76 at $99.
     - $10,000 Toronto General Trusts Corporation 4% 5-year guaranteed certificates.
     - $5,000 General Motors Acceptance Corporation 4% ten-year bonds at par.

On the suggestion of Mr. Elliott, Mr. Crawley agreed to amend his report by the inclusion of the phrase "as required" in Item II following "was used" and before "to make payment on the Rideau River campus site". On a motion by Mr. Crawley, seconded by Senator Lambert, the report of the Investment Committee was approved.

Mr. Greene reported that since the last meeting of the Board, the campaign total had risen from $92,000 to $100,061 and reported that he expected a few thousand dollars more.

The Committee at its last meeting had decided that another campaign for capital funds would be unwise until there were definite building plans or a building under construction. He also reported that the College now has a quarter of a million dollars in building funds.

Mr. Coyne reported that progress was being made slowly. The agreement which will be the legal basis of the association of architects is in the final stages of preparation with the financial arrangements between the architects nearly completed. In addition, work was proceeding on site planning and in engineering studies. These latter studies while not completed seemed to indicate that on site water and sewage services were feasible from both the physical and economic point of view.
INSTRUCTIONAL STAFF:

On the President's recommendation, the following changes in instructional staff were approved:

1. Promotions:

   From Lecturer to Assistant Professor:

   Mr. Patrick A. Hill
   Mr. Wilfred H. Kesterton
   Mr. Gordon J. Wood

   From Sessional Lecturer to Instructor:

   Mr. R. Bruce Gamble

2. New Appointments:

   Economics: Miss Catherine Simcock, B.A., M.Sc., (Econ.) (London), Visiting Lecturer. $3,800.
   Mathematics: R. J. Semple, M.A., (Toronto), Lecturer. $4,000.
   Classics: Replacement to be made.
   Psychology: Appointment not confirmed.

Dr. MacOdrum also reported that he had that day received Dr. Sheffield's resignation and that he was looking for an immediate replacement.

CHANCELLOR:

The Chairman drew the attention of the meeting to the loss that the College had suffered in the death of Dr. Southam on March 27. He also reported that he and the President had acted for the Board in extending sympathy to Dr. Southam's family and in paying tribute to his many years' service to the College.

On the President's recommendation it was agreed that a Committee should be named to nominate a Chancellor, and it was agreed that this Committee be Senator Lambert, Dr. MacOdrum, Mr. Connor, and Mr. Crawley, with power to add.

NOMINATING COMMITTEE:

It was moved by Mr. Greene, seconded by Mr. Crawley, that the President and Chairman of the Board be a committee to nominate for the election of eight members of the Board of Governors at the annual meeting in September. Carried.
CONVOCATION: Dr. MacOdrum invited members of the Board to attend the annual convocation for the conferring of degrees on May 21 and reported that the College was going to confer an honorary LL. D. degree on Sir Douglas Copland, High Commissioner for Australia in Canada.

ADJOURNMENT: The meeting adjourned at 2:10 p.m.

C. C. Gibson,
Secretary.

J. E. Coyne,
Chairman.