MINUTES
of the
NINETY-NINTH MEETING
of the
BOARD OF GOVERNORS OF
CARLETON COLLEGE

Time: Thursday, September 20, 1956, at 12.30 p.m.
Place: The Rideau Club.

PRESENT:
Mr. J. E. Coyne, Chairman, Dr. C. T. Bissell, Mr. V. S. Castledine,
The Honourable Brooke Claxton, Mr. W. M. Connor, Mr. A. A. Crawley,
Mr. C. Fraser Elliott, Mr. C. C. Gibson, Mr. H. R. T. Gill, The
Honourable Norman P. Lambert, Dr. W. C. Macartney, Mr. A. E. MacRae,
Mr. T. R. Montgomery, Mr. F. G. Patton, Dr. J. E. Robbins, Dr. E. W.
R. Steacie, and Mr. F. W. White. Also Present: Mr. Watson Balfurrie,
Mr. C. V. Hoiston, Dr. J. A. B. McLeish, and Mr. F. J. Turner.

MINUTES:
The minutes of the previous (98th) meeting were adopted as distributed.

REPORT OF THE EXECUTIVE COMMITTEE:
Copies of the Report of the Executive Committee to the 99th meeting of
the Board were distributed with the notice of meeting. This report
was adopted.

AMENDED COLLECTIVE LIFE INSURANCE PLAN:
It was moved by Mr. Gibson and seconded by Mr. Castledine that the
Collective Insurance Plan originally adopted by the Board of Governors
of Carleton College on September 29, 1949 as revised on May 29, 1950
is hereby further amended and now reads as follows:

1. The Collective Insurance Plan at Carleton College will apply to
individuals of the following class:

   All employees under age 70 ("Permanent" as defined by the Staff
who have attained "permanent" Welfare Committee for the purposes
status:
   of the Retirement and Insurance Plans.

2. Insurance of an individual under this plan shall normally begin on
the first October 1 or April 1 following the attainment of
eligibility as stated in Section 1, or on October 1, 1956 if this
is later. However, unless otherwise arranged, the insurance of an
individual shall not begin until the receipt by Teachers Insurance
and Annuity Association of America of a completed application for
the insurance and the first premium, and then only if the participant
is, when the insurance is to begin, in active service performing
fully the duties—more than nominal—of his position.

3. Effective October 1, 1956 each individual covered by this plan
shall be insured for the number of units of Collective Decreasing
Insurance as provided by Teachers Insurance and Annuity Association
of America according to the following schedule; provided at least
75% of those eligible for an increase in coverage have applied for
the additional amount permissible:
99th Meeting of the Board of Governors, September 20, 1956.

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No. of units of Collective Decreasing Insurance

| A. Eligible employees with salary over $3,500 a year and 2 or more dependents | 4 |
| B. Eligible employees with salary over $3,500 a year with one dependent, or with a salary of $3,500 a year or less and 2 or more dependents. | 3 |
| C. Eligible employees with a salary over $3,500 a year with no dependents or with a salary of $3,500 a year or less and with one dependent. | 2 |
| D. All other eligible employees. | 1 |

All employees now covered under Collective Level Insurance will continue under such coverage.

4. Each individual insured under this plan shall contribute $2.00 a month if in Class A, $1.50 a month if in Class B, $1.00 a month if in Class C, and $0.50 a month if in Class D. Beginning with the month preceding the date on which the insurance of an individual will begin, Carleton College will deduct contributions of this amount from the individual's compensation payments. Carleton College shall pay in full to Teachers Insurance and Annuity Association of America all premiums on the policies issued under this plan as they fall due while their holders continue to be covered by the plan.

5. The president of Carleton College shall take such steps and perform such acts as may be necessary or reasonably appropriate to carry out the intent of this plan.

6. Carleton College reserves the right to modify or discontinue this plan at any time.

Carried.

Mr. Turner reported that the financial statements for the year ended June 30, which were distributed with the notice of meeting, had been examined by the auditors and that the auditors stood ready to certify these statements upon their adoption by the Board.

It was moved by Dr. Steacie and seconded by Mr. Castledine that the financial statements as distributed be adopted. Carried.

Dr. Bissell reported that Mr. David Milne, who had made a number of gowns and hoods for the College, had requested permission to use the phrase, "by appointment to Carleton College" in his advertising. On his recommendation, it was agreed that he write a gracious letter of refusal.

The Gyro Club had asked for a lease "for several years" of about two acres of land on Bronson Avenue for their Little League Baseball Programme. The President was asked to discuss this matter further with officials of The Gyro Club and to bring in a recommendation to the Board. The Board expressed its general sympathy with the programme of the Gyro Club, but felt that a decision had to be made in the light of broad policy of public use of Carleton property.
Dr. Bissell reported that the International Nickel Company had informed the College that it planned to contribute $37,500 to the College over a period of five years, that its first cheque for $7,500 had been received, and that in his letter to the company he had welcomed this assistance.

The following staff changes were approved:

Employment of Muriel Lysass, Circulation Assistant, Library, @ $180.00 per month, effective July 23, 1956;
Employment of Miss Alexandra Irwin, Secretary to the President, @ $280.00 per month, effective August 10, 1956;
Employment of Mrs. Maureen Halonen, Cashier, @ $160.00 per month, effective September 1, 1956;
Employment of Miss Norma Burbridge, Faculty Stenographer, @ $180.00 per month, effective September 1, 1956;
Employment of Mrs. Shirley Hudson, Canteen Manager, @ $226.00 per month, effective September 14, 1956;
Employment of Mrs. Ada Swallow, Canteen, @ $143.00 per month, effective September 14, 1956;
Employment of Mrs. Isabel Crozier, Canteen, @ $143.00 per month, effective September 14, 1956;
Employment of the following members of the Cleaning Staff, effective September 1, 1956:

Mrs. Beila Meston @ $165.00 per month
Mrs. Laurette Auger @ $165.00 per month
Mr. Arthur Evans @ $215.00 per month
Mr. James Stuart @ $235.00 per month

Resignation of Mr. Richard Osborn, Cleaning Staff, @ $335.00 per month, effective September 10, 1956;
Resignation of Mrs. Beverly Teghtsoonian, Statistics Clerk, @ $190.00 per month, effective October 22, 1956;

It was agreed that the annual meeting of the Corporation should be held on September 27, 1956, at 5:00 p.m. in the Library, Carleton College, and that the Chairman of the Board and the President of the College be a Nominating Committee to nominate for the election to the Board of Governors.

The Board agreed that the Alumni Association be invited to make a nomination of a representative of the graduates of the College for membership on the Board of Governors, and that the Board morally commit itself to appointing this nominee to membership.

The following were confirmed in membership in the Corporation of Carleton College: Dr. C. T. Bissell, Mr. James C. Brady, Mr. W. J. Cairns, Mr. V. S. Castledine, The Hon. Brooke Claxton, Mr. A. Cohen, Mr. W. M.Connor, Mr. J. E. Coyne, Mr. A. A. Crawley, Mr. W. R. Creighton, General H. D. G. Crear, Mr. E. K. Davidson, Dr. Florence Dunlop, Dr. McGregor Eason, Colonel C. W. Edwards, Mr. C. Fraser Elliott, Miss S. A. Feeley, Mr. C. G. Gibson, Mr. H. R. T. Gill, Mr. Kenneth A. Greene, Mr. Herbert Grob, A. D. P. Heenev, Esq., Mr. W. B. Herbert, Mr. H. P. Hill, Mr. C. H. Hulse, Mr. E. J. Jenkins, Mr. F. C. Jennings, Mr. W. S. Kidd, Mr. A. M. Laidlaw, The Hon. Norman P. Lambert, Dr. W. C. Macartney, Miss E. P. MacCallum, Lt. Col. G. S. Macfarlane, Dr. C. J. Mackenzie, General C. H. MacIaren, Mr. A. E. MacRae, Mr. R. Glen Madill,
Building Program:

Mr. Balharry reported that a number of firms were now figuring their tender on the installation of water and sewer services to the site, including the pumping station on Bronson Avenue. The calling of tenders had followed the work of a joint City-College technical committee which had presented a joint report. This report had been approved by the Board of Control and the City Council.

He also reported that the tenders would be in at noon on Monday, September 24, that securing of a building permit would be a formality, and that the installations should be completed this fall.

Science Building:

Mr. Balharry reported that following the receipt of two tenders for the construction of the steel frame, it had been decided by the Executive Committee of the College to reject both tenders on account of both cost and uncertainties as to steel delivery, and to have the building redesigned in terms of reinforced concrete. This increased the dead-weight of the building, and further soil tests were required. In the period August 9-14 three test holes were put down by Warnock-Hersey on the Science Building site.

This intensive testing showed a lower bearing value of the soil than had the previous tests. As a result of this, it was decided to change to a friction pile foundation from the spread concrete footings. This would be less costly and provide a more satisfactory and a simpler structure.

He reported that it was expected that tenders for the grading, excavation, and piling could be called on October 3, and that work could start on October 22.

This change in footings had made it reasonable to re-combine the calling of tenders for sub-structure and for the building proper. He now expected that tenders for these could be called in four weeks' time.

The Federal District Commission had been kept in the picture through an informal committee, and he believed would approve the building plans when submitted to them.

Lecture Series:

Dr. Bissell reported that plans had been drawn up for a lecture series entitled "Our Living Tradition". There would be five visiting lecturers and two from the Carleton Faculty. He reported that he would regard the approval of this series as the establishment of a definite academic policy of bringing as many distinguished visitors as possible to Carleton. To defray the expenses of the series he requested a special appropriation of $1,150. This was approved.

Death of Norman F. Wilson:

The Board of Governors of Carleton College records with deep regret the passing of Mr. Norman F. Wilson, one of the founding members of the Ottawa Association for the Advancement of Learning, and an original member of the Board of Governors.
Mr. Wilson, from family background, business interests, and public service had a lifelong connection with the Ottawa area. Until his last illness he was active in many charitable and humane institutions, and a multitude of organizations have throughout his residence in Ottawa benefited from his interest, counsel, and generosity.

Those who remember the enthusiasm with which he supported the proposal to create a new college in 1942 will especially mourn his passing. He never failed to enquire how the new foundation was progressing, and he was ever ready with support and encouragement to the College administration and to many members of its teaching body. No one who came within the circle of his friendship will ever forget the tremendous store of genuine humankindness which he shared in so full a measure.

The Board of Governors desires that an expression of its sympathy and respect be conveyed to Senator the Honourable Cairine Wilson and to her children and grandchildren.

N. C. C. U. CONFERENCE:

Dr. Bissell reported that on November 12-14, 1956 the National Conference of Canadian Universities was holding in Ottawa a Conference on "Canada's Crisis in Higher Education", and that Carleton College was deeply involved in preparation by reason of his chairmanship of the Planning Committee. Mr. Turner was handling the financial arrangements, and Mr. Hotson, Public Relations. The costs of the Conference were being underwritten by a grant of $20,000 from the Carnegie Corporation.

INAUGURATION:

Dr. Bissell reported that his inauguration would take place on November 13, 1956, to take advantage of the presence in Ottawa of presidents of Canadian Universities for the N.C.C.U. Conference. An official dinner would be held at 6.30 p.m., and the inauguration would take place in St. James United Church at 8.30 p.m.

STAFF CHANGES:

On the recommendation of Dr. Bissell, the following staff changes were approved:

Resignation of Mrs. Dorothy Chamberlin, Lecturer in English, @ $2,500 per annum, effective August 31, 1956;
Resignation of Mr. G. E. Kaiser, Lecturer in French, @ $3,700 per annum, effective August 31, 1956;
Resignation of Mr. J. B. Hartman, Lecturer in Philosophy, @ $3,400 per annum, effective August 31, 1956.

Returning from One Year's Leave of Absence:
J. S. Tassie, Assistant Professor of French, @ $5,000 per annum, effective September 1, 1956.

DEPARTMENT OF TRANSPORT
SPECIAL COURSES:

Dr. Bissell reported that Carleton College had provided advanced instruction in Physics and Mathematics throughout the summer months to ten students selected for this training by the Department of Transport, Air Services Meteorological Division.

ADJOURNMENT: The meeting adjourned at 2.45 p.m.

C. C. Gibson, Secretary.

J. E. Coyne, Chairman.