MINUTES
of the
ONE-HUNDREDTH MEETING
of the
BOARD OF GOVERNORS OF
CARLTON COLLEGE

Time: Thursday, November 1, 1956, at 12.30 p.m.
Place: The Chateau Laurier

PRESENT: Mr. J. E. Coyne, Chairman, Dr. C. T. Bissell, Mr. V. S. Castledine, Mr. A. A. Crawley, Dr. McGregor Easson, Mr. C. Fraser Elliott, Mr. C. C. Gibson, Mr. K. A. Greene, The Hon. Norman P. Lambert, Dr. W. C. Macartney, Dr. C. J. Mackenzie, Mr. A. E. MacRae, Mr. T. R. Montgomery, The Hon. Norman McI. Paterson, Mr. F. G. Patten, Dr. J. E. Robbins, and Mr. F. W. White. Also present: Mr. C. V. Hotson, Dr. J. A. B. McLeish, and Mr. F. J. Turner.

MINUTES: The minutes of the previous (99th) meeting were approved as distributed.

RESIGNATION OF MR. BRADY FROM THE CORPORATION: The meeting agreed that the resignation from the Corporation submitted by Mr. Brady for reasons of health be accepted with regret, and that Dr. Bissell be asked to inform Mr. Brady of this action and to thank him for his contribution to the growth of the College.

STAFF CHANGES: The following staff changes were approved:

Employment of Mrs. Gloria Harvey, Stenographer, @ $215.00 per month, effective September 24, 1956;
Employment of Mrs. Jocelyn Stratton, as Statistical Clerk, @ $175.00 per month, effective September 24, 1956;
Employment of Mr. Percy Barbeau, Cleaner, @ $215.00 per month, effective October 4, 1956;
Employment of Mrs. Violet Preston, Canteen, @ $132.00 per month, effective September 20, 1956;
Employment of Mrs. Alice Dickout, Canteen, @ $132.00 per month, effective September 20, 1956;
Employment of Mr. E. A. Charbonneau, Cleaning Staff, @ $215.00 per month, effective September 17, 1956;
Employment of Mrs. Shirley Hudson, Canteen Manager, @ $220.00 per month, effective September 14, 1956 - previously reported as $226.00;
Promotion of Mrs. Joyce Paterson, from Clerk @ $165.00 per month to Stenographer @ $180.00 per month, effective October 1, 1956; Increase in Salary for Mrs. Margaret MacDonald, from $175.00 to $185.00 per month, effective August 1, 1956, on attainment of shorthand proficiency;
Resignation of Mr. E. A. Charbonneau, Cleaning Staff, @ $215.00 per month, effective September 30, 1956.

Leaves of absence without pay:
Miss Doris Honeywell, from August 14 - September 3. Previously reported as August 21 - September 3;
Mrs. Eileen Cox, from September 25 - October 19. Previously reported as September 17 - October 5.
FIRE INSURANCE
544 DRIVeway

The meeting approved the recommendation of the Bursar and Insurance Agent that 544 Driveway be insured for $22,000.00 against fire and additional perils.

AMENDMENT TO
THE CARLETON
COLLEGE ACT:

Dr. Bissell proposed that an amendment to the Carleton College Act be sought at the next meeting of the Ontario Legislature to change the name of Carleton College to Carleton University, and to increase membership on the Board from 24 to 30.

It was agreed that these two changes were desirable; that an informal approach be made to the Provincial Government to secure their reaction; and that Mr. Gibson be asked to take the necessary legal steps.

ELECTION OF OFFICERS:

It was moved by Mr. MacRae, seconded by Mr. Crawley, that the officers of the College for the year 1956-57 be:

Chairman - Mr. J. E. Coyne
Secretary - Mr. C. C. Gibson
Treasurer - Mr. V. S. Castledine

Signing Officers - Mr. J. E. Coyne
Mr. V. S. Castledine
Mr. C. C. Gibson
Dr. C. T. Bissell
Mr. F. J. Turner

Carried.

COMMITTEES OF THE BOARD:

The following committees were appointed for the year 1956-57:

EXECUTIVE:
Mr. J. E Coyne, Chairman
Dr. C. T. Bissell
Mr. V. S. Castledine
Mr. C. C. Gibson
Mr. E. A. Greene
Mr. A. A. Crawley
Dr. C. J. Mackenzie - ex officio

Secretary: Mr. F. J. Turner

FINANCE:
Mr. V. S. Castledine, Chairman
The Honourable Brooke Claxton
Mr. W. M. Connor
Mr. C. C. Gibson
Dr. W. W. Macartney
Dr. E. W. R. Steacie
Dr. C. T. Bissell - ex officio
Mr. J. E. Coyne - ex officio
Dr. C. J. Mackenzie - ex officio

Secretary: Mr. F. J. Turner

INVESTMENT:
Mr. A. A. Crawley, Chairman
Mr. V. S. Castledine
Mr. H. E. T. Gill
The Hon. Norman P. Lambert
Dr. C. T. Bissell - ex officio
Mr. J. E. Coyne - ex officio
Dr. C. J. Mackenzie - ex officio

Secretary: Mr. F. J. Turner
On a motion by Senator Lambert, seconded by Mr. Montgomery, the Building Advisory Committee was authorized to proceed with the planning of the Arts Building.

It was agreed that the regular meetings of the Board for the year be held on December 6, 1956, January 24, March 21, May 16, and September 19, 1957.

Dr. Bissell recommended that M. S. Macphail, M.A., D.Phil., F.R.S.C., Professor of Mathematics, be appointed Associate Dean of Arts and Science as of November 1, 1956, with no change in salary for this year, to have oversight of the Science and Engineering instruction in the College, and in particular to supervise the procurement of staff for these areas of instruction.

It was moved by Mr. Patten, seconded by Mr. Gibson, that this recommendation be approved. Carried.

Dr. Bissell also recommended the appointment of Mr. D. S. Swain, B.J. 1951, as Development Officer, as of October 9, 1956, at a salary of $5,500 a year. It was moved by Mr. MacRae and seconded by Mr. Castlehine that this appointment be approved. Carried.

It was also reported that Dr. H. H. Well had been unable to take up his appointment as Assistant Professor of German.
On the recommendation of the President, the following budget changes were approved on a motion by Mr. Castledine, seconded by Mr. Patten:

<table>
<thead>
<tr>
<th>Department</th>
<th>Change Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering</td>
<td>Increase provision for assistants</td>
<td>$150.00</td>
</tr>
<tr>
<td>English</td>
<td>Increase provision for assistants</td>
<td>$140.00</td>
</tr>
<tr>
<td>Biology</td>
<td>Increase provision for Equipment &amp; Supplies</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>Telephone &amp; Telegraph</td>
<td></td>
<td>$400.00</td>
</tr>
</tbody>
</table>

**LETTER FROM SENATOR WILSON:**

Dr. Bissell read Senator Wilson’s letter thanking him and the Board for their expression of sympathy in the recent loss of her husband, Norman F. Wilson.

**GYRO CLUB:**

Dr. Bissell recommended that the College not accept the proposal of the Gyro Club to lease approximately two acres of College land for purposes of holding their Little League Baseball. His recommendation was based on two considerations. The first was that Gyro’s Little League Baseball Program was a community project, and as such should be held on community property which was far more suitable in location than the College property. The second consideration was that the College should now give active consideration to the development of its property fronting on Bronson Avenue, and a prior commitment of two acres might be found to be embarrassing.

**DEVELOPMENT OF EASTERN HALF OF PROPERTY:**

In discussing the development of the College property that lies between Bronson Avenue and the C. P. R. tracks, it was suggested that there were two main needs. One for the provision of some athletic facilities, a football field, a stand for spectators, and changing rooms as a minimum. The other for varying amounts of fill and landscaping for the balance of the area. It was suggested that an annual expenditure of $5,000.00 would allow reasonable progress to be made towards meeting this second need.

On a motion by Mr. Elliott, it was agreed that the Building Committee be asked to review the development of the site.

**REGISTRATION REPORT:**

Dr. McLeish reported the following preliminary registration changes at Canadian universities:

<table>
<thead>
<tr>
<th>University</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Queen's University</td>
<td>No change</td>
</tr>
<tr>
<td>McGill University</td>
<td>up 2-3%</td>
</tr>
<tr>
<td>Toronto University</td>
<td>up 5%</td>
</tr>
<tr>
<td>McMaster University</td>
<td>up 8%</td>
</tr>
<tr>
<td>University of Western Ontario</td>
<td>up 10-12%</td>
</tr>
<tr>
<td>Assumption College</td>
<td>up 11%</td>
</tr>
<tr>
<td>University of British Columbia</td>
<td>up 18%</td>
</tr>
<tr>
<td>University of New Brunswick</td>
<td>up 25%</td>
</tr>
<tr>
<td>Sir George Williams College</td>
<td>up 20%</td>
</tr>
<tr>
<td>Carleton College</td>
<td>up 16%</td>
</tr>
</tbody>
</table>

As of October 26, 1956, the full-time registration at Carleton was 574, as against a final registration last year of 493. To the same dates, the registration of new full-time students was 344 this year and 186 last year. The significant increases in registration occurred in Science and Arts, with minor increases in other areas.

Mr. Turner reported that he expected tuition fee income for the year will be more than $30,000 in excess of budget.
INSTALLATION OF SERVICES: Mr. Coyne reported that the Executive Committee had considered tenders for laying of sewer and water mains and construction of a pumping station. With the concurrence of the Consulting Engineers, tenders had been awarded to the two lowest bidders: F. E. Cummings Construction Company Limited, $31,682.00, for the construction of a pumping station, and Taggart Construction Limited, $71,830.50, for the construction of the water main, sanitary sewer and sewage force main, totalling $103,612.50.

BUILDING PROGRESS: Mr. Coyne reported that the architects were almost ready to call tenders for the grading and excavation and for the foundation construction. Tenders for the building itself would be ready a little later.

CAMPAIGN: Mr. Coyne reported that he was not yet in a position to announce the make-up of the Campaign Committee, although a great deal of progress had been made. Senator Paterson had agreed to act as Honorary Chairman. It was still hoped that the campaign would be held next February or March.

INAUGURATION OF PRESIDENT: Members of the Board were asked to reply to the Dean's Office regarding invitations to the dinner and inauguration ceremony.

INVESTMENT COMMITTEE REPORT: The minutes of the 40th meeting of the Investment Committee, distributed with the notice of meeting, were presented as a report of the Investment Committee. It was moved by Mr. Crawley and seconded by Mr. Castledine that this report be adopted. Carried.

ADJOURNMENT: The meeting adjourned at 2.30 p.m.

C. C. Gibson, Secretary. J. S. Coyne, Chairman.