106th Meeting of the Board of Governors, May 28, 1957.

MINUTES

of the

ONE-HUNDRED-AND-SIXTH MEETING

of the

BOARD OF GOVERNORS OF
CARLETON UNIVERSITY

Time: Tuesday, May 28, 1957, at 12.30 p.m.
Place: The Chateau Laurier – room behind the Grill

PRESENT

Mr. J. E. Coyne, Chairman, Dr. C. T. Bissell, The Honourable Brooke Claxton, Mr. A. A. Crawley, Colonel C. M. Edwards, Mr. Charles Gavisie, Mr. C. C. Gibson, Mr. H. R. T. Gill, Mr. K. A. Greene, Mr. D. G. Hartle, Dr. A. E. MacRae, Mr. T. K. Montgomery, Mr. Frank Patten, and Dr. J. E. Robbins. Also present: Mr. D. S. Swain and Mr. C. V. Hotson.

MINUTES:

The minutes of the previous (105th) meeting were approved as distributed.

REGIONAL ENTRANCE SCHOLARSHIPS:

On the recommendation of the president, it was moved by Mr. Gavisie, seconded by Mr. Patten, that the four existing Regional Entrance Scholarships valued at $500 each be doubled in value to $1,000 each. Carried.

PURCHASE OF HOUSE:

It was agreed that since accommodation would be needed for the staff of the Development Office and several new faculty members, and since it was very difficult to rent suitable accommodation close to the university, a house at 300 First Avenue be purchased for $21,500.

INSTRUCTIONAL STAFF:

On the recommendation of the President, the following appointments of faculty were approved by the Board:

D. F. Coates, Associate Professor, Director of the School of Engineering, at a salary of $7,500 per annum, effective July 1, 1957;
R. L. McDougall, Associate Professor of English, at a salary of $7,000 per annum, effective July 1, 1957;
G. C. Merrill, Associate Professor of Geography, at a salary of $6,500 per annum, effective July 1, 1957;
F. H. Northover, Associate Professor of Mathematics, at a salary of $7,000 per annum, effective July 1, 1957;
E. M. Oppenheimer, Assistant Professor of German, at a salary of $5,900 per annum, effective July 1, 1957;
W. L. Young, Assistant Professor of Geology, at a salary of $5,400 per annum, effective July 1, 1957;
Mrs. Isabel Bayly, Lecturer in Biology, at a salary of $3,500 per annum, effective July 1, 1957;
R. E. V. Bismuth, Lecturer in French, at a salary of $5,000 per annum, effective July 1, 1957;
M. Horniansky, Lecturer in English, at a salary of $5,000 per annum, effective July 1, 1957;
D. A. Smith, Lecturer in Biology, at a salary of $5,000 per annum, effective July 1, 1957;
L. N. Richardson, Special Lecturer in Mathematics, at a salary of $5,500 per annum, effective July 1, 1957;
Mrs. June H. MacNeish, Lecturer in Sociology, for a period of one year, at a salary of $4,500 per annum;
Mrs. Leah Schnitzer, Reference Librarian, at a salary of $3,900 per annum, effective July 1, 1957.

On the recommendation of the President, the following faculty promotions were approved by the Board:

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
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<tbody>
<tr>
<td>L. N. Richardson</td>
<td>Professor Emeritus</td>
</tr>
<tr>
<td>H. S. Gordon</td>
<td>Professor</td>
</tr>
<tr>
<td>J. M. Morton</td>
<td>Professor</td>
</tr>
<tr>
<td>A. M. Munn</td>
<td>Professor</td>
</tr>
<tr>
<td>D. M. L. Farr</td>
<td>Associate Professor</td>
</tr>
<tr>
<td>G. B. Johnston</td>
<td>Associate Professor</td>
</tr>
<tr>
<td>K. D. McRae</td>
<td>Associate Professor</td>
</tr>
<tr>
<td>M. C. Frumhartz</td>
<td>Associate Professor</td>
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The President reported that expenses of the Building and Development Campaign totalled $37,114 to date. This figure included the salary of the Development Officer. Excluding this sum, costs amounted to 1.9% of the objective of $1,500,000, or 2.28% of the total subscribed to date.

The Board agreed that the campaign expenses should be charged to the current operations rather than deducted from capital receipts.

Administrative staff changes were approved as follows:

- Employment of Miss Barbara Howard, Clerk-typist, @ $190.00 per month, effective April 1, 1957;
- Resignation of Mrs. Joyce Paterson, Stenographer, @ $225.00 per month, effective May 12, 1957;
- Resignation of Mr. Edward Sutherland, Maintenance Staff, @ $210.00 per month, effective May 10, 1957;

Termination of employment for the following members of the Canteen Staff:

- Mrs. Shirley Hudson $240.00 per month effective May 10, 1957
- Mrs. Ada Swallow $158.00 per month effective May 10, 1957
- Mrs. Isabel Crozier $163.00 per month effective May 10, 1957
- Mrs. Irene Kemp $275.00 per month effective April 30, 1957
- Mrs. Alice Dickout $145.00 per month effective April 25, 1957
- Mrs. Violet Preston $144.00 per month effective April 26, 1957

The following were employed at the Campaign Office:

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gladys Hepburn</td>
<td>February 18/57</td>
<td>March 15/57</td>
</tr>
<tr>
<td>Barbara Jenkins</td>
<td>February 4/57</td>
<td>May 7/57</td>
</tr>
<tr>
<td>Marion Marks</td>
<td>January 3/57</td>
<td>February 1/57</td>
</tr>
<tr>
<td></td>
<td>February 1/57</td>
<td>March 15/57</td>
</tr>
<tr>
<td>Dolores Neilson</td>
<td>December 1/56</td>
<td>January 15/57</td>
</tr>
<tr>
<td></td>
<td>January 15/57</td>
<td>May 9/57</td>
</tr>
</tbody>
</table>
106th Meeting of the Board of Governors, May 28, 1957.

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<table>
<thead>
<tr>
<th>Name</th>
<th>From</th>
<th>To</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jack Virtue</td>
<td>December 1/56</td>
<td>March 31/57</td>
<td>$240.00 per mo.</td>
</tr>
<tr>
<td>T. D. Williams</td>
<td>January 28/57</td>
<td>April 30/57</td>
<td>240.00</td>
</tr>
<tr>
<td>Helen Lusk</td>
<td>February 20/57</td>
<td>March 31/57</td>
<td>35.00 per wk.</td>
</tr>
<tr>
<td>Dorothy Shields</td>
<td>January 16/57</td>
<td>February 28/57</td>
<td>45.00</td>
</tr>
<tr>
<td>C. A. Bradley</td>
<td>February 4/57</td>
<td>May 15/57</td>
<td>40.00 per wk.</td>
</tr>
<tr>
<td>Winnifred Cars</td>
<td>March 4/57</td>
<td></td>
<td>175.00 per mo.</td>
</tr>
<tr>
<td>Rachel Costen</td>
<td>February 21/57</td>
<td></td>
<td>40.00 per wk.</td>
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BOARD MEETING DATES:

It was agreed that the following Thursdays would comprise the schedule of meetings for the coming year: September 19, October 31, and December 5, 1957; January 23, March 20, May 15, and September 18, 1958.

The date of the annual meeting of the corporation will be decided at a later time.

REPORT OF A JOINT MEETING OF THE EXECUTIVE, BUILDING, AND FINANCE COMMITTEES:

Mr. Coyne reported on the Joint Meeting of the Executive, Building, and Finance Committees, minutes of which were distributed. (A copy is attached to the original of these minutes.)

In the discussion it was stated that no further information had been received from the City re the use of fill on the campus.

The Chairman explained that the tender for Plumbing, Heating, and Ventilating submitted by Edge Limited ($403,409.00) had been considered invalid due to the fact that the company had overlooked the ventilating work and quoted only on the plumbing and heating. The tender accepted was the second lowest.

The President was asked to look into the question of a possible reconstitution of the Staff Welfare Committee.

PROPOSED HIGH LEVEL BRIDGE AT BRONSON AVENUE:

The recent announcement by the City that a six-lane, high level bridge would be erected over the Rideau Canal to the west of the Bronson Avenue-Driveway corner was discussed. There was some apprehension that such a structure or the projected approach road from the Dunbar Bridge might conflict with the university's interests.

Dr. Bissell was instructed to meet with the Building Committee and Mr. Balharrie to study all the conflicting points regarding this bridge and highway as they will apply to the new university.

REPORT OF THE INVESTMENT COMMITTEE:

Endowment Fund:

Prices of Previous Transactions:

50 shares Consumers Gas @ $34.75
50 " Consolidated Paper @ $36.25
10 " Massey-Harris-Ferguson 4½% Preferred @ $82.00

Faculty Mortgages:

In view of the shortage of mortgage money for National Housing Act Mortgages, it was agreed that the Investment Committee would consider on an individual basis making mortgage loans to members of staff. The Toronto General Trusts Corporation suggested that instead of granting National Housing Act Mortgages, that the mortgage be written as a conventional mortgage at the normal rate, and be accompanied by a statement that so long as the house is owned and occupied by the original mortgagee, the interest payments would be satisfied by payment of 6%. Later, on receipt of an appraisal from the Toronto
General Trusts Corporation, on a residence planned for Dr. Bernard Wand, Assistant Professor of Philosophy, the Committee agreed to grant a mortgage of $11,000. This property is valued at $15,000.

Funds Temporarily Functioning as Endowment:

Prices of Previous Transactions:
$50,000 Ontario Hydro 5's of 1965 @ $100.75

Purchase:
A $50,000 Consolidated Denison 5% Bond of June 1, 1962, was bought at 95 to yield about 6%.

Switch:
The Committee agreed on a telephone poll to sell the $50,000 Ontario Hydro 5's of 1965 at par and a quarter and to buy $40,000 Ottawa 5's of 1962 and $10,000 Ottawa 5's of 1965 at 98½.

Funds Temporarily Invested:
A $150,000 General Motors Acceptance Corporation 270-day note was purchased to yield 5-3/4%. The Committee also agreed that the notes of the Canadian Acceptance Corporation be renewed for 270 days as they come due.

In the discussion, doubts were expressed as to the appropriateness of making mortgage loans at more than 60% of value and at a reduced rate of interest, but it was suggested that university funds Temporarily Functioning as Endowment could properly be used for this purpose so long as there had been no restriction as to the use. It was agreed that the whole question of mortgage loans and faculty housing, on or off the campus, should be discussed by the Board as a whole. The meeting agreed that the subject be referred to Dr. Bissell, who would make a further report at a later date.

It was moved by Dr. Bissell, seconded by Dr. MacRae, that Alan Jarvis, Director of the National Gallery, be elected to the Board to take the place of the late Dr. Easson. Carried.

Since there were six vacancies on the Board under the new Act, the Chairman of the Board stated that he was prepared to receive suggestions for filling these vacancies, including representation from outside the City of Ottawa.

Dr. Bissell recommended that one of the three new buildings be named after Senator Norman Paterson in view of his great benefactions to the university and the vital contribution he had made to the financial campaign. It was unanimously agreed that one of the buildings should bear his name.

It was further agreed that the Board should show its appreciation to Senator Paterson by planning a dinner in his honour, the date to be decided upon later.

The meeting adjourned at 2.55 p.m.

C. C. Gibson,
Secretary.

J. E. Coyne,
Chairman.