MINUTES of the ONE-HUNDRED-AND-TWENTY-SECOND MEETING of the BOARD OF GOVERNORS OF CARLETON UNIVERSITY

Time: Thursday, September 17, 1959, at 12:30 p.m.
Place: The Chateau Laurier

PRESENT:
Mr. J. K. Coyne, Chairman, Mr. V. S. Castledine, The Hon. Brooke Claxton, Mr. W. M. Connor, Mr. D. M. Coolican, Mr. A. A. Crawley, Dr. A. D. Dunton, Mr. C. F. Elderkin, Mr. C. F. Elliott, Mr. C. C. Gibson, Mr. K. A. Greene, Mr. A. B. R. Lawrence, Dr. C. J. Mackenzie, Dr. A. E. MacRae, and Dr. J. E. Robbins. Also present: Mr. F. J. Turner.

MINUTES:
The minutes of the previous (121st) meeting were approved as distributed.

DEATH OF COLONEL EDWARDS:
It was moved by Mr. Claxton, seconded by Mr. Greene, that the Board of Governors of Carleton University record its deep sense of loss at the passing of Colonel Cameron M. Edwards; that the Board record its appreciation of the helpful counsel and other support which he had given the University over the whole of the life of the University, and in particular of his assistance in securing for the University its new site; and that the Board direct the President of the University to convey its sympathy to Colonel Edwards' family. Carried.

CAMPAIGN:
Mr. Coyne reported that the members of the Sub Committee for the selection of the Campaign Chairman, as directed, had given further consideration to the date of the campaign, and now recommended that the campaign be postponed to the fall and winter of 1960-61.

Several members of the Board suggested that even though the campaign was being postponed, it would be advisable to proceed as rapidly as possible with the organization of the basic structure.

REPORT OF THE BUILDING COMMITTEE:
The Report of the Building Committee had been distributed with the notice of meeting. (A copy of this report is attached to the original of these minutes).

Mr. Greene directed the attention of the meeting to the section entitled "Panels - Science Building", and added that following that meeting, he, the President, and Mr. Lawrence, with Mr. Massey, had examined the exterior of the Science Building, and in particular the three new panels installed.

Following this examination, the three members of the Committee had changed their minds, and thought now that this matter should be further investigated because the deficiencies in the panels had had to be pointed out to them, and even after this they were not, they felt, either obvious or objectionable.

The Board agreed that in this respect the Report of the Building Committee be amended by authorizing the Building Committee to investigate the problem further, and if it was felt desirable to make a settlement instead of having the panels replaced.
Negotiations with the City:

Mr. Gibson reported that following delay of the final approval of the package settlement with the City, he had contacted the City Solicitor and was informed that the delay had been caused by the need to establish definitely that there could be a gravity sewage flow from the area east of Bronson Avenue between Sunnyside and Grove to the University Sewage Pumping Station.

It had been established that this gravity flow was possible, and the City Solicitor expected that the agreement would now be processed.

Glebe Area Zoning By-Law:

Mr. Gibson reported that he had been acting for the University in discussions about the new and permanent Glebe area zoning By-Law. As a result of these efforts, there had been some enlargement of the permitted uses in the area and also the permitted height had been increased from 60 to 65 feet. However, there were many restrictions which would become operative if the University attempted to sell the building or make major alterations. He suggested, however, that there was no use at this stage in appealing to the municipal board for enlargements.

Vibration - Science Building:

Dr. Mackenzie suggested that even though it had not been possible to reproduce the vibrations in the Science Building, it would be useful to consult Dr. Thiessen now.

On a motion by Mr. Greene, the Report of the Building Committee was adopted as amended.

The Report of the Finance Committee had been distributed with the notice of meeting. (A copy of this report is attached to the original of these minutes).

Mr. Castledine drew the attention of the meeting to the report about transportation to the new campus. It was agreed that it would be useful to have Mr. Lawrence discuss this problem unofficially with Mr. Brady.

On a motion by Mr. Castledine, the Report of the Finance Committee was adopted.

In the budget for the year there had been a prospective deficit of $157,000. This had been reduced by the substantial increase in Federal Grant which had not been known at budget time, and by a substantial saving in maintenance cost due to the delay in moving to the new campus.

The deficit of $60,000 for the year included some $34,000 for Library Books and Instructional Equipment. In the past these expenditures had been charged to Capital, and were now being charged to Current Expenditures to bring the University's accounting in line with that of other Canadian and Ontario universities.

It was reported that the auditors stood ready to certify the accounts as presented on their adoption by the Board, with the qualification that these accounts did not include any liability on the construction contracts.
It was moved by Mr. Castledine, seconded by Mr. Elderkin, that the Board of Governors adopt the financial statements as submitted. Carried.

REPORT OF THE INVESTMENT COMMITTEE:
The Report of the Investment Committee had been distributed with the notice of meeting. (A copy of this report is attached to the original of these minutes.)

On a motion by Mr. Crawley, the Report of the Investment Committee was adopted.

ANNUAL MEETING:
It was agreed that the annual meeting of the University be held as suggested on September 30, 1959, at 5.00 p.m. in the Board Room at Carleton University.

ELECTION TO THE CORPORATION:
It was agreed that the following six people should be elected to membership in the Corporation: Mr. G. E. Beamish, Mr. D. M. Coolican, Mr. C. F. Elderkin, Mr. C. H. Everett, Mr. A. B. R. Lawrence, and Mr. A. B. MacLaren.

NOMINATING COMMITTEE:
It was agreed that the Chairman of the Board and the President of the University, with power to add, constitute a Nominating Committee for the annual meeting, and that the communication from the Alumni Association of Carleton University with regard to the Alumni representative be turned over to them.

BOARD MEETINGS:
It was agreed that the regular meeting dates of the Board of Governors for the coming year be as suggested: October 29, December 3, 1959, and February 4, April 14, and May 26, 1960.

It was also agreed that the first of these meetings be held in the Board Room of Carleton University at 12.45 p.m., and that the date of September 15, 1960 be added to the list.

LABOUR COLLEGE:
The President reported that during the late spring and summer there had been discussions with officers of the Canadian Labour Congress with regard to the establishment of a Labour College in Ottawa. The original proposal had been that it be done in affiliation with Carleton University with a joint Board to supervise.

The University had made a number of counter suggestions which would have incorporated a number of the regular degree courses in the course of study. The representative of the Canadian Labour Congress had felt, however, that Trade Unions were not yet ready for full University work, and now proposed a short course for 1960-61 which would be run by them but held on University premises.

In the discussion, it was suggested that it might be useful to get in touch with Oxford University and the Australian National University, Canberra.

After some further discussion, it was agreed that the proposal of the Canadian Labour Congress should be drawn up in detail before a firm answer was given, and that in addition the Canadian Labour Congress should be told that the University would be happy to put on a special course designed for their particular needs, but including several of the regular University courses and at the regular tuition charge.
APPOINTMENTS: The following appointments were approved:

Dr. F. Wightman, Associate Professor of Biology, with salary at the rate of $8,300 per annum, for the period December 1, 1959 to June 30, 1960;

Mr. Bruce McFarlane, Lecturer in Sociology, at a salary of $5,800, for the period July 1, 1959 to June 30, 1960;

Dr. R. T. Elworthy, Demonstrator, Department of Chemistry, at a salary of $200 per month, for the period July 1, 1959 to June 30, 1960;

Miss L. Carlsten, Junior Lab Assistant, Department of Biology, at a salary of $3,500 per annum, for the period July 1, 1959 - June 30, 1960;

Mr. A. M. Williams, Special Lecturer in Political Science, at a salary of $6,000 for the period September 1, 1959 to April 30, 1960, to provide the basic instruction for special course in Public Administration given in cooperation with the Department of Trade & Commerce under the Colombo Plan. Mr. Williams is to replace Mr. Juvet, who has found it impossible to accept the appointment previously authorized.

TRAVELLING EXPENSES: It was agreed that the salary of Dr. John Ruptash be changed to $9,700 and that he be provided with an allowance of $300 to cover moving expenses subject to the submission of vouchers.

It was agreed that Professor P. A. Hill be given leave of absence for the period October 1, 1959 to October 1, 1960, and that his salary for this period be $3,050, and that Professor Hill be given a travel expense allowance of $950 for his travelling expenses to Tasmania.

SECOND MORTGAGE: It was agreed that the second mortgage of 15 years' amortization, on Ottawa, be approved.

It was agreed that Mr. Castledine, Dr. Dunton, and Mr. Turner be given authority to approve second mortgages, within the limits laid down by the Board from time to time, and subject to report to and confirmation by the Finance Committee.

STAFF CHANGES: The following staff changes were approved, it being drawn to the attention of the meeting that the last two had not been included on the list attached to the notice of meeting:

Appointment of Mr. James A. Larkin, Maintenance Staff, at a salary of $210 per month, effective June 8, 1959;

Appointment of Mr. T. A. Paul, Maintenance Staff, at a salary of $210 per month, effective July 8, 1959;

Appointment of Mr. Robert J. Moore, Office Assistant, at a salary of $190 per month, effective June 22, 1959;

Appointment of Mrs. Irma Karupe, Junior Assistant, Library, at a salary of $180 per month, effective July 2, 1959;

Appointment of Mrs. Mara A. Garcia, General Assistant in the Library, at a salary of $225 per month, effective August 1, 1959;

Appointment of Miss Shirley Risto, Clerk-Bookkeeper, Bursar's Office, at a salary of $255 per month, effective August 1, 1959;

Appointment of Mrs. Emily Moore, Secretary to the Director of Athletics, at a salary of $240 per month, effective August 20, 1959.

Leave without pay:

Mrs. O. Numans, from June 22 - August 16, 1959;

Resignation of Mrs. Christobel Coates, Purchasing Clerk, effective August 21, 1959;
Resignation of Mrs. Marie Flannigan, Clerk, Development Office, effective August 31, 1959.

Appointment of Mrs. Iris Ward, Stenographer, Registrar's Office, at a salary of $210 per month, effective September 1, 1959;
Appointment of Miss Joan Williams, Public Relations Assistant, at a salary of $5,000 per annum, effective September 1, 1959.

Salary increase for Mr. George Horton, Maintenance Staff, from $155 to $175 per month, effective October 1, 1959.

**ADJOURNMENT:** The meeting adjourned at 2:40 p.m.

C. C. Gibson, Secretary.

J. E. Coyne, Chairman.