126th Meeting of the Board of Governors, April 14, 1960

MINUTES
of the

ONE-HUNDRED-AND-TWENTY-SIXTH MEETING
of the

BOARD OF GOVERNORS OF
CARLETON UNIVERSITY

Time: Thursday, April 14, 1960, at 12.45 p.m.
Place: The Board Room, Carleton University

PRESENT:
Mr. J. E. Coyne, Chairman, Mr. G. E. Beament, Mr. V. S. Castledine, Mr. W. M. Connor, Dr. A. D. Dunton, Mr. C. C. Gibson, Mr. H. R. T. Gill, Mr. K. A. Greene, Mr. A. B. R. Lawrence, Mr. Trevor Lloyd, Dr. C. J. Mackenzie, Mr. A. B. Maclaren, Dr. A. E. MacRae, and Mr. T. R. Montgomery. Also present: Mr. F. J. Turner.

MINUTES:
The minutes of the previous (125th) meeting were adopted as distributed.

AGREEMENT WITH THE CITY:
Mr. Gibson reported progress in drafting an agreement with the City. This agreement had been delayed somewhat because of the tangle of underground services immediately around the pump house.

REPORT OF THE BUILDING COMMITTEE:
The minutes of the 29th meeting of the Building Committee were distributed with the notice of meeting as a Report of the Committee. (A copy of this report is attached to the original of these minutes.) In the discussion, attention was drawn to the change orders on the Field House and Library buildings, and to the minute on panels.

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

REPORT OF THE DEVELOPMENT ADVISORY COMMITTEE:
Mr. Gill reported that George Brakeley & Co. Ltd. had been engaged to carry out a pre-campaign survey for the University, and that Mr. Duff, Vice-President of the organization, had been interviewing a number of members of the Board and others as a preliminary to the preparation of this report. He added that the Brakeley report would not be available until about the end of May.

On a motion by Mr. Gill, the Report of the Development Advisory Committee was approved.

BOARD MEMBERSHIP:
There was some discussion of the importance of having Montreal and Toronto representation on the Board of Governors, particularly for the campaign.

It was moved by Mr. Greene, seconded by Mr. Connor, that the Board appoint a Committee consisting of the Chairman of the Board, the Chancellor, the President, and The Honourable Brooke Claxton to look into this question of Board membership. Carried.

REPORT OF THE INVESTMENT COMMITTEE:
The minutes of the 61st meeting of the Investment Committee were distributed with the notice of meeting as a Report of the Committee. (A copy of this report is attached to the original of these minutes.)
In the discussion of the report, some time was spent on the E. B. Eddy Company proposal with regard to the University's tree property.

It was moved by Mr. Gibson, seconded by Mr. Connor, that Dr. Dunton and Mr. Turner be given authority to conclude the arrangements with the E. B. Eddy Company after some further examination, in particular a discussion with General Kennedy about the value of this proposal as against the possibility of an agreement with the Provincial Government. Carried.

It was also agreed that in returning the memorandum of understanding to the Eddy Company it should be stated that none of the correspondence creates any legal rights or legal responsibilities on either part.

On a motion by Mr. Castledine, the Report of the Investment Committee was approved.

The Report of the Finance Committee was distributed with the notice of meeting, and copies of the 1960-61 budget - Current Account, 1960-61 budget - Capital Account, and Statement of Current Funds to March 31 were distributed at the meeting. (A copy of the Report is attached to the original of these minutes.)

In the discussion of the Report of the Finance Committee, the following points were brought out:

1. As of June 30, 1960, the University would have an accumulated unfunded deficit of about $100,000. By June 30, 1961, this would reach about $300,000.

2. The University had not yet reached its optimum enrollment. Increases in the size of the full-time student body would bring certain economies in instruction and in plant operation and maintenance.

3. Desirable expansion in the work of the University had been held back, and the salary increases for the academic staff had been minimum.

4. No increases had been provided for the senior administrative officers.

5. The Committee had considered the question of student fees for next year and had decided not to recommend any change.

6. It was the general view of the Board that this was the last year the University could operate with a deficit of this magnitude.

On a motion by Mr. Castledine, the Report of the Finance Committee, including the Current Funds Budget for 1960-61, was approved.

Capital Budget:

The Finance Committee had not previously considered the Capital Funds Budget for 1960-61 which was presented to the meeting. After some discussion, on a motion by Mr. Castledine, the Capital Funds Budget for 1960-61 was approved as presented, and authorization was given for all the expenditures listed except Roads, Bridges, & Sidewalks - $80,000; Maintenance Building - $40,000; Student Residences - $200,000, on the understanding that these expenditures would be considered individually and in detail as the situation warranted.
Mr. Turner reported that he had been negotiating with the O. T. C. to have the Bronson bus turn on University property instead of at the new bridge across the canal as now planned. This proposal had been unofficially approved by the Commission on the understanding that the University would provide a turning space.

It was agreed that authority be given to spend up to $3,500 to provide a bus turnaround on the University access road adjacent to the C. P. R. tracks.

On the recommendation of the President, it was agreed that Professor D. M. L. Farr be appointed to the Senate for a one-year term; Professor J. C. S. Wernham for a two-year term; and Professor G. R. Love for a three-year term.

The President reported that the Senate had decided that the degree LL.D. honoris causa was to be conferred on
Dr. Claude T. Bissell
Mr. George Croskery
Mr. Yousef Karsh and
Dr. Alice Wilson
at the May Convocation.

On the recommendation of the President, and as provided for in the budget, it was agreed that the following new appointments be made to the University staff, effective July 1, 1960:

Malcolm A. Gullen, Assistant Professor of Engineering, at a salary of $8,300 per annum;
Benjamin W. Jones, Lecturer in English, at a salary of $6,000 per annum;
A. Trevor Hodge, Assistant Professor of Classics, at a salary of $6,800 per annum.

On the recommendation of the President, the Board approved the following promotions, effective July 1, 1960:

Dr. John Rupert from Associate Professor to Professor;
Dr. F. E. M. Swallow from Assistant Professor to Associate Professor;
Mr. K. Hooper from Lecturer to Assistant Professor.

On the recommendation of the President, and as provided for in the budget, the following sabbatical leaves with half pay were approved for the fiscal year 1960-61:

Professor T. N. Brewis
Professor A. M. Beattie
Professor C. P. Fleischauer
Professor J. M. Holmes
Professor D. C. Rowat

The President reported that all five had received grants from outside organizations to carry out proposed programmes of study.

On the recommendation of the President, Professor D. M. L. Farr was granted leave of absence for 1960-61 without salary. Professor Farr had been offered a visiting post at Duke University.
On the recommendation of the President, and in line with most other Canadian Universities, it was agreed that the University's contribution to the Retirement Plan for members of staff on leave on half salary be 7% of full salary rather than 7% of the salary actually paid as in the past.

**GEOGRAPHY:**

On the recommendation of the President, the Board agreed that a new appointment should be made in 1961-62 in the Department of Geography at the rank of Assistant Professor.

**Y. M. C. A. SUMMER CAMP:**

The President reported that the Ottawa Y. M. C. A. had approached the University to make some of its facilities in the Field House available for its summer Day Camp. Three groups of 120 children each would be enrolled in a two-week camp. It had been tentatively agreed between the University and the Y. M. C. A. that the charge for the facilities be $1.00 for each camper - approximately $360.00.

It was agreed that this arrangement be approved.

**BIOLOGY SPECIAL CAPITAL GRANT 1959-60:**

The President reported that in the Capital Budget for 1959-60 there had been provision for $12,000 special capital grants unallocated. He now recommended that $2,000 of this be transferred to the Biology Department and that the other $10,000 lapse.

The Board agreed that this proposal be accepted.

**STAFF CHANGES:**

A list of changes in the clerical and maintenance staff was distributed with the notice of meeting, and these changes were approved. (A copy of this list is attached to the original of these minutes.)

**CLEANING CONTRACT:**

Mr. Turner reported that in the Current Funds Budget an allowance had been made in the Plant Maintenance Section for $52,514 for a cleaning contract for almost all the areas within the three main buildings. Since then Modern Building Cleaning Company had been approached, and had agreed that if tenders were not called for 1960-61, they would carry out this cleaning for $51,012.

It was agreed that this contract be accepted.

**LAURENTIAN CHAPTER (I.O.D.E.) SCHOLARSHIP:**

Mr. Turner reported that the Laurentian Chapter (I.O.D.E.) had in the past established a Duchess of Connaught Scholarship for free education and maintenance at the Royal Military College. Recently, regulations and policy of the Department of National Defence have not provided means by which the proceeds of the trust fund established could be utilized for the purpose expressed.

The Laurentian Chapter had therefore sought and received a court order to transfer the trusts to Carleton University for the purpose of establishing scholarships here. Mr. Gibson reported that he had read the agreement between the Laurentian Chapter and Carleton University for the establishment and endowment of these scholarships, and that the terms embodied in the agreement were generous.

It was agreed that the Board of Governors authorize the signing of this agreement.

**GEORGE A. CRAIN & SONS LIMITED:**

Mr. Turner reported that George A. Crain & Sons Limited requested that the University endorse its fire insurance policy on the Science Building payable to "Carleton University and George A. Crain & Sons
Limited as its interest may appear". This request was made so that they could cancel their own insurance policy on the building. A similar request by Doran Construction had been granted.

It was agreed that this endorsement of the University fire policy on the Science Building be approved.

Mr. Turner reported that the University was in the process of paying Crain's $31,000 which would still leave a balance of $22,000 outstanding on the Science Building.

Mr. Gibson reported that suits had been entered against the University under the Mechanics Lien Act with respect to this property. The University had leased 291 First Avenue and entered into an agreement for the purchase and sale of it to Mr. W. Klimpel. Permission had been given to Mr. Klimpel to carry out some renovations on this building, and it was with respect to these that the Mechanics Liens had been entered.

After considerable negotiation with the solicitors involved, Mr. Gibson recommended that the University now proceed with the sale to Klimpel, taking back a first mortgage for the whole of the purchase price. At the same time, the contractor had agreed to surrender his lien rights and take a second mortgage.

Mr. Gibson then moved, and Mr. Castledine seconded, that the Board of Governors approve this revised agreement with Klimpel. Carried.

Mr. Gibson reported the bankruptcies of Edge Limited and Douglas Limited who had been sub-contractors on the Arts Building, and liens filed by some of their suppliers against the University property had seriously complicated the problem of concluding the contract with Queensview Construction. He reported, however, that he hoped that a way out of the difficulties would be found.

ADJOURNMENT: The meeting adjourned at 3.15 p.m.

C. C. Gibson, Secretary.

J. E. Coyne, Chairman.