MINUTES
of the
ONE-HUNDRED-AND-THIRTY-SECOND MEETING
of the
BOARD OF GOVERNORS

Time: Thursday, December 8, 1960, at 12.45 p.m.
Place: The Board Room

PRESENT:
Dr. E. W. R. Steacie, Chairman, Mr. G. E. Beamant, Mr. V. S. Castledine, Mr.
W. M. Connor, Mr. D. M. Coolican, Mr. J. E. Coyne, Dr. A. D. Dunton, Mr. C.
Fraser Elliott, Mr. C. H. Everett, Mr. Charles Gavisie, Mr. C. C. Gibson,
Mr. H. R. T. Gill, Mr. K. A. Greene, Mr. C. H. Hulse, Mr. A. B. R. Lawrence,
Dr. C. J. Mackenzie, Mr. T. R. Montgomery, and Mr. F. G. Putten. Also
present: General Harry F. G. Letson and Mr. F. J. Turner.

MINUTES:
The minutes of the previous (131st) meeting were approved as distributed.

REPORT OF THE
STAFF WELFARE
COMMITTEE:
Since the Staff Welfare Committee met immediately preceding the Board of
Governors meeting, an oral report was presented;

The Committee had considered four items:

1. A minor amendment to the retirement plan to allow greater flexibility in
co-ordinating the Government Annuity part of the University's retirement
plan with the Old Age pension.

The Committee approved this in principle, but asked for more information
about one specific part of the amendment proposed by Canadian Government
Annuities.

2. Amendment to Section 14 of the University's Retirement Plan entitled
"Termination of Employment", so that the section now reads as follows:

"If for any reason other than death a member ceases to be employed by the
University before his normal retirement date, the total of the contribu-
tions made by him and on his behalf, held by Dominion Government Annuities,
plus interest thereon at the rate applicable, will remain at his credit with the
Government to provide him with an annuity commencing at normal retirement
date or any earlier anniversary thereof.

In addition, the University may, if the employee so requests and if his
new employer is willing, convert the member's share or shares of the trust
company's Funds to cash to pay into his new employer's retirement fund.
Before doing so the University must be satisfied that the money so trans-
ferred can not be drawn out before retirement date.

If this is not possible, the member's share or shares of the trust
company's Funds will be converted into cash and paid into Government
Annuities in the member's name to increase the annuity, provided that the
sum so paid over, together with funds previously held there in the member's
name, will purchase an annuity at 65 of $1,200 a year or less.
If neither of the above is possible, the member's share or shares of the trust company's Funds will remain with the trust company to provide him with an annuity commencing at normal retirement date or any earlier anniversary thereof."

The Committee agreed to recommend this proposal.

3. Amendment to the Collective Life Insurance Plan - It was reported that Teachers Insurance and Annuity Association had suggested that with a view to simplifying administration and making possible an increase in dividend, the opening dates and the effective dates for increasing insurance coverage of the University's Collective Life Insurance Plan coincide with payment dates.

It was agreed that the above change be recommended to the Board of Governors and that the University retain an annual premium remittance date of August 1. Therefore, this same date would be the only date on which new employees could be enrolled in the plan and the only date on which changes in insurance coverage would become effective following a participant's change in category due to change in salary and/or number of dependents.

4. The Committee was informed that 75% of the full-time employees of the University had expressed interest in joining the Total Disability Income Plan, and that of the remainder about half had indicated they were not interested, and the other half had not yet replied.

The Committee agreed to consider the terms of the plan at its next meeting.

It was agreed that the Report of the Staff Welfare Committee be adopted.

**REPORT OF THE INVESTMENT COMMITTEE:**

The minutes of the 64th 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.)

On a motion by Mr. Castledine, the meeting agreed to adopt this report.

**PARKER LOAN FUND REPORT:**

A report of the Parker Loan Fund showing, by years, all loans issued and all repayments, balances outstanding at October 31, 1960, and the present status of the students concerned was distributed with the notice of meeting.

There was some discussion of the report, and following this discussion it was agreed that no change should be made in the lending policy, and that the Board should have a similar report each year.

**CAMPAIGN:**

The Chairman reported that General Letson had requested that the first canvass of the campaign be of the members of the Board, and suggested that a Committee consisting of Messrs. Connor, Patten, and Hulse be set up to carry out this canvass.

The Board approved this suggestion.

**BOARD MEMBERSHIP:**

The Chairman reported that some time ago a committee consisting of the Chancellor, the President, and the Chairman of the Board was set up to look into Board membership.

This Committee now proposed that four of the six existing vacancies be filled as follows:
Mr. D. A. Golden  
Mr. A. M. Laidlaw  
General Harry F. G. Letson  
Mrs. Hartley Zimmerman

It was agreed that this recommendation be approved, and the four people named above be invited to accept membership on the Board of Governors.

BY-LAWS COMMITTEE:  
The Chairman suggested that, in order to have a new set of By-Laws as soon as possible, the draft by-laws be turned over to a small committee for consideration and report.

The Board agreed, and he named Mr. D. M. Coolican Chairman, Mr. C. C. Gibson, and Mr. F. G. Patten, with the Chairman of the Board and President ex officio members.

BANK LOAN:  
It was moved by Mr. Castledine, seconded by Mr. Everett, that the Board of Governors approve a request for a line of credit with the Bank of Nova Scotia of $300,000 for the current year. Carried.

RHODES SCHOLARSHIP:  
The President reported that Boudewyn Van Oort, a fifth-year Honours Geology student, has been named one of the two Rhodes Scholars for Ontario for 1961.

HONORARY TREASURER:  
On the suggestion of the President, it was agreed that Mr. F. W. Nicks of the Bank of Nova Scotia be invited to serve as Honorary Treasurer of the Campaign.

BUDGETS:  
The President reported that the increase in registration had substantially increased the load on the Language Laboratory and recommended that the following additional sums be allocated:

1. Capital - $2,200 for seven additional stations;  
2. Supervision in the Department of French - $1,100  
   German - 450

The Board agreed to these increases in expenditure.

STUDY LEAVES:  
The President reported that eight members of faculty had requested study leaves for the year 1961-62, and that after looking at the usefullness of the individual to the University and the proposed programme of study, he recommended leave in all eight cases. There would be some cost to the University, but the professors concerned had all been asked to make the most economical arrangement possible for replacements.

As these leaves were all dependent on the staff members securing assistance from the Canada Council or other granting body, the Board at this time approved leave at half salary for the following:

Professor Wilfrid Eggleston  
Professor A. G. Forman  
Professor Pauline Jewett  
Professor K. D. McRae  
Professor John Porter  
Professor Ellenor Swallow  
Professor F. R. Wake  
Professor Bernard Wund

On his recommendation, the Board also approved an arrangement for Professor G. S. Couse to go on half teaching load at half salary for the year 1961-62 in order to allow him to finish his thesis.
STATEMENT OF CURRENT INCOME AND EXPENDITURE: A Statement of Current Income and Expenditure to November 30, 1960, was distributed and discussed. This statement showed an estimated income for the year of $1,500,000, and an estimated expenditure of $1,599,000.

TENURE AND DISMISSAL: After some considerable discussion of the proposed written code of tenure and dismissal which was distributed at the last meeting of the Board, it was agreed that it be left with the President for some further thought and that he secure information on what other Universities, particularly Ontario ones, are doing in this regard. It was agreed that this information be circulated in advance of the meeting in the expectation that the Board could establish at least a tenure policy at its next meeting.

STAFF CHANGES: The following list of staff changes which was circulated with the notice of meeting was approved:

Employment of Mr. James Dey, Maintenance Staff, at a salary of $210.00 per month, effective November 28, 1960;

Resignation of Mr. Charles Morin, Maintenance Staff, effective November 15, 1960;

Increase in salary for Mrs. Evelyn Aldridge, Secretary to Administrative Assistant, from $265.00 to $275.00 per month, effective November 15, 1960.

TERMINATION: The meeting terminated at 3.00 p.m.

C. C. Gibson, Secretary.

E. W. R. Steacie, Chairman.