MINUTES

of the

ONE-HUNDRED AND FORTY-SECOND MEETING

of the

BOARD OF GOVERNORS

Time: Thursday, November 15, 1962, at 12.45 p.m.
Place: The Board Room

PRESENT:
His Honour Judge C. C. Gibson, Chairman, Mr. G. E. Beament, Mr. V. S. Castledine, Mr. W. M. Connor, Mr. D. M. Coolican, Dr. A. D. Dunton, Mr. C. F. Elderkin, Mr. C. F. Elliott, Mr. C. H. Everett, Mr. H. R. F. Gill, Mr. D. A. Golden, Mr. J. L. Gray, Mr. A. B. E. Lawrence, General H. F. G. Letson, Mr. R. B. Loeb, Mr. A. B. Maclaren, Dr. A. E. MacBae, Mr. T. R. Montgomery, Mr. R. G. Robertson, and Mrs. Hartley Zimmerman. Also present: Mr. F. J. Turner.

MINUTES:
The minutes of the previous (141st) meeting were adopted as distributed.

REVISED SITE PLAN:
A revised site plan (1962) was distributed. This plan shows the completed buildings, buildings presently being planned, and a substantial number of future buildings on the site.

NATIONAL CAPITAL COMMISSION LAND:
The President reported that he had heard from the Chairman of the N. C. C. that the Commission was favourably disposed to selling to the University the parcel of land approximately forty acres in extent lying between the C. P. R. tracks and Bronson Avenue, and Dow's Lake and the University property. However, the Commission did not wish to take any action until the railroad and highway developments in the area were settled.

REPORT OF THE EXECUTIVE COMMITTEE:
The minutes of the 99th meeting of the Executive Committee were distributed with the notice of meeting as a Report of the Executive Committee. (A copy of this report is attached to the original of these minutes.)

It was noted that these minutes did not include the name of the Chancellor among those present, and that they would be amended at the next meeting of the Executive Committee to so include him.

SUB-COMMITTEE ON PENALTY-BONUS - LIQUIDATED DAM DAMAGES:
Mr. Beament reported that it had not yet been possible to hold a meeting of the Committee, but one would be called as soon as all three members of the Committee were in the City.

REPORT OF THE NOMINATING COMMITTEE:
It was pointed out that the Nominating Committee had reported to the Executive Committee, but since that time the nominations had been received from the Alumni Association for two members of the Board of Governors. The two nominations were Dr. Grace E. Maynard and Mr. Trevor Lloyd. In making the nominations the Association asked that Dr. Maynard be elected to the Board of Governors for a three-year term and Mr. Lloyd for a two-year term.

It was moved by Mr. Golden, seconded by Mrs. Zimmerman, that the Board elect Dr. Grace E. Maynard and Mr. Trevor Lloyd to the Board of Governors, and refer the question of the specific terms to the Executive Committee. Carried.
The minutes of the 75th meeting of the Investment Committee were distributed with the notice of meeting as a Report of the Investment Committee. (A copy of this report is attached to the original of these minutes.)

On a motion by Mr. Castledine, it was agreed that the Report of the Investment Committee be adopted.

The minutes of the 20th meeting of the Staff Welfare Committee were distributed with the notice of meeting as a Report of the Staff Welfare Committee. (A copy of this report is attached to the original of these minutes.)

On a motion by Dr. Dunton, it was agreed that the Report of the Staff Welfare Committee be adopted.

It was moved by Mr. Elderkin, seconded by Mr. Everett, that the Board of Governors confirm the action of the Annual Meeting of the Corporation in appointing Arthur A. Crawley & Company the University auditors for the coming year, or until someone else is appointed. Carried.

A list showing the membership of Committees was distributed at the meeting.

On the suggestion of Mr. Lawrence, it was agreed that Dr. Maynard be added to the Building Committee.

It was pointed out that the names of some members of the Board did not appear on any of the Committees listed, and it was agreed that the list of committees as presented be referred to the Executive Committee.

The President reported that the University encountered a number of difficulties because the construction work was not concluded in advance of classes, but even so the academic work of the term had got under way quickly. The final registration for the year will be about 1,940 full-time students - 75 or 80 below the forecast.

The faculty of the University was increased by 27 additional people for the term and now numbers 112.

The new buildings - the Classroom Building, Paterson Hall Extension, Cafeteria, and Residences - appear to be working out quite well and will be extremely useful, and there have been surprisingly few complaints.

The University was happy to see a substantial increase in the number of Honour students, and that the graduate work was developing at a rapid rate. Last year the graduate students numbered 30 full-time and 120 part-time. This year these figures were up to 80 and 150 respectively.

As had been reported previously, the University had agreed that its target figure of enrolment for 1970-71 would be 6,500 full-time students, provided that the capital and operating money necessary was made available. The University is planning ahead on the basis of this forecast, and has submitted projections of current and capital funds to the Provincial Government for the next five years. To take care of this increased enrolment the University will need a new Engineering Building and Heating Plant for 1964 and should also have a new Chemistry Building for that year, and a Physics building for the year after.
Additional facilities for the Social Sciences and Humanities and Administration would be required in the following years, as well as residential and eating accommodation. If this building programme is to be carried out, the University will require between four and five million dollars in each of the next several years. In addition to the regular grants, the Province has indicated that moneys will be made available for the expansion of graduate work.

The planning for next year is going ahead on an estimate of 2,300 full-time students. This will require an increase in the full-time instructional staff of about 30 people.

It was agreed that Dr. Dunton be given authority to start looking now for at least 22 of these.

In the discussion, the President was asked to prepare for distribution to members of the Board a statement of the substance of his verbal report, and it was agreed that the work of planning buildings proceed as rapidly as possible and that the University ask the Province for enough money to build the necessary buildings.

The following appointments to the University staff were approved on the recommendation of the President:

Arthur W. Hounslow, part-time technician in Geology, effective October 1, 1962 to June 30, 1963 $250/mo.

Professor Mason Wade, Visiting Fellow attached to the Institute of Canadian Studies, January to September, 1963 (joint sponsorship with The Canada Council) $2,000

Appointment not taken up:

C.-Y. Chao, Assistant Professor of Economics

Leaves of Absence, half-salary, 1963-64:

J. C. Forster, Spanish
W. Kesterton, Journalism
G. C. Merrill, Geography
J. S. Moir, History
F. N. Northover, Mathematics

Mr. Turner reported that as of November 1 he had arranged to have the University's insurance agent hold these two buildings covered to the extent of $4,000,000 and $1,000,000 respectively.

The Finance Committee will be asked to recommend the insurance coverages on these buildings at its next meeting.

Mr. Turner reported that W. Peters had joined the staff of the University for one year on leave from the University of Manchester; that because he is remitting his contributions direct to his permanent United Kingdom Pension Fund, recommended that he be excused from contributing to the University's plan; and that the University's contribution be remitted to the University of Manchester Pension Plan. It was agreed that this be done.
Mr. Turner reported that he had received notice of a bequest of the late Duncan Roy Campbell of $8,000 to provide an annual scholarship of $500.00 a year for ten years to be known as the "D. Roy Campbell Scholarship".

It was agreed that this bequest be received, and that the Board authorize the signing of the appropriate release form when the money is received.

The President was requested to send a letter to the solicitors for the Campbell Estate asking them to convey to the family the University's thanks.

The list of staff changes distributed with the notice of meeting was approved:

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<tr>
<th>Employment of:</th>
<th>Effective</th>
<th>Salary</th>
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<tbody>
<tr>
<td>Mr. Frederick W. Bruce</td>
<td>September 18/62</td>
<td>$250</td>
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<tr>
<td>Security Guard, Maintenance Dept.</td>
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<tr>
<td>Mr. Karl Richter</td>
<td>October 15/62</td>
<td>210</td>
</tr>
<tr>
<td>Maintenance Department</td>
<td></td>
<td></td>
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<tr>
<td>Mr. Romeo Theriault</td>
<td>July 1/62</td>
<td>250</td>
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<tr>
<td>Security Guard, Maintenance Dept.</td>
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<tr>
<td>Mr. W. McGerray</td>
<td>October 26/62</td>
<td>265</td>
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<tr>
<td>Porter, Women's Residence</td>
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<tr>
<td>Miss Patricia Waghorn</td>
<td>November 2/62</td>
<td>275</td>
</tr>
<tr>
<td>Faculty Secretary, Philosophy &amp; Classics</td>
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Resignation of

Mr. Z. A. Qureshi
Faculty Secretary, Philosophy & Classics
November 2/62

It was moved by Mr. Castledine, seconded by Mr. Everett, that the signing officers for the year 1962-63 be

A. D. Dunton
C. C. Gibson
V. S. Castledine
F. J. Turner
A. B. Larose

Carried.

General Letson reported that the objective of the campaign had been originally $1,300,000; that pledges collected to date have totalled $1,107,000, or 85% of the objective; that 73% of the pledges have been received to date, so that the amount outstanding is 27%. Many of these outstanding pledges are not due until next year or the year after, although some corporations and individuals are in arrears. While some follow-up is now proceeding, he proposed that the intensive follow-up should not take place until 1963.

It was agreed that General Letson be thanked for his report, and that the matter of follow-up be left in his hands.

Mr. Elliott drew to the attention of the meeting a recently-issued report of The Canada Council for the year just closed, and in particular to its references with regard to encouragement of Canadian Universities.
It was moved by Mr. Elliott, seconded by Mr. Beament, that a letter be sent by the Chairman of the Board to the Prime Minister, with a copy to the Chairman of the Canada Council, stating that the Board of Governors of Carleton University had taken notice of the Report of the Canada Council, and that it welcomed the prospective work of the Canada Council and wished to express its appreciation of it. Carried.

NEW MEMBERS:

The three new members of the Board present, Messrs. J. L. Gray, B. Loeb, and R. G. Robertson, were introduced to the Board, and thanked for their acceptance of a share of the responsibility for the government of the University.

BUILDING PROGRESS:

There was a discussion of the progress of buildings under construction and of responsibility for delay.

It was suggested that tours of the buildings be arranged for members of the Board of Governors, and that these tours be arranged before and after the next Board meeting.

TERMINATION:

The meeting terminated at 3.00 p.m.

F. J. Turner,  
Secretary.

His Honour Judge C. C. Gibson,  
Chairman.