MINUTES
of the
ONE-HUNDRED AND FORTY-SIXTH MEETING
of the
BOARD OF GOVERNORS

Time: Thursday, April 18, 1963, at 12:45 p.m.
Place: The Board Room - H. S. Southam Hall

PRESENT:
His Honour Judge C. C. Gibson, Chairman, Mr. G. E. Beamant, Mr. V. S. Castledine, Mr. W. W. Connor, Mr. D. M. Coolican, Dr. A. D. Dunton, Mr. C. H. Everett, Mr. H. R. T. Gill, Mr. A. M. Laidlaw, Mr. A. B. R. Lawrence, Mr. B. Loeb, Mr. A. B. Maclaren, Dr. A. E. MacRae, Dr. Grace E. Maynard, Mr. T. R. Montgomery, and Mrs. H. Zimmerman. Also present: Mr. F. J. Turner.

MINUTES:
The minutes of the previous (145th) meeting were approved as distributed.

SPECIAL MEETING:
Mr. Turner suggested a special meeting of the Board in a week or ten days' time to examine brick proposed for the Mackenzie Building. The proposal is that a panel or panels of the brick recommended by the architects be erected on the Mackenzie Building site in natural light.

In answer to a question asking whether the Building Committee could meet instead of the Board to approve the brick, it was pointed out that the Board had been specific in its direction that it approve brick before it was installed.

GLEBE BUILDING:
As directed by the last meeting of the Board, Dr. Dunton met with the Minister of Education in Toronto to get the views of the Department of Education with respect to the sale of the Glebe Building. An answer had not yet been received, but it was hoped that it would be by the time of the special meeting referred to above.

REPORT OF THE FINANCE COMMITTEE:
The Report of the Finance Committee and a copy of the Budget for 1963-64 were circulated with the notice of meeting. (Copies of these are attached to the original of these minutes.)

In the absence of Mr. Elderkin, Mr. Coolican led the discussion of the report. The Budget for 1963-64 showed Total Operating Income of $3,380,700, Total Operating Expenditure of $3,380,288, and Surplus for the Year of $412.

After some discussion, it was moved by Mr. Elderkin, seconded by Mr. Everett, that the Report of the Finance Committee and the Budget for 1963-64 as recommended by the Finance Committee be adopted. Carried.

REPORT OF THE BUILDING COMMITTEE:
The minutes of the 55th meeting of the Building Committee were circulated 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 absence of Mr. Golden, Mrs. Zimmerman led the discussion.

After some considerable discussion about brick for the Mackenzie and other instructional buildings, the Board agreed that its previous motion which is recorded at the bottom of Page 1 of the Minutes of the 145th Meeting of the Board of Governors correctly reflected the decision then made.
It was moved by Mrs. Zimmerman, seconded by Mr. Loeb, that the Report of the Building Committee be received and adopted. Carried.

The minutes of the 77th meeting of the Investment Committee were circulated with the notice of meeting as a Report of the Committee. (A copy of this report is attached to the original of these minutes.)

It was moved by Mr. Castledine, seconded by Mr. Gill, that this Report be approved. Carried.

Judge Gibson reported that the Committee had held two meetings, and was now submitting its report - Report of the Committee on Future Enrolment. Copies of this report were distributed at the meeting. (A copy of this report is attached to the original of these minutes.)

In this report the Committee recommended that it be established as a standing committee on Future Enrolment. This Committee each year would consider future planning schedules of enrolment, staff and plant; and make recommendations to the Board on matters such as enrolment size, rate of growth and new fields of work.

After some discussion, it was moved by Mrs. Zimmerman, seconded by Mr. Loeb, that the report be received and adopted and the action with respect to the National Capital Commission as recommended by the Committee be taken, and that a copy of this report be referred to Senate with thanks for their valuable contribution. Carried.

After further discussion, it was moved by Mr. Beament, seconded by Mr. Everett, that the President as he sees fit make it public that Carleton accepts the target of an enrolment of 6,000 undergraduate and 300-1,000 graduate students by 1970 provided the necessary resources are available, referring as appropriate to features of the studies for the Board and Senate.

It was indicated that the Board hoped that the Senate would continue its work.

A Report on Proposals of the Senate for Faculty Organization was circulated with the notice of meeting. (A copy of this report is attached to the original of these minutes.)

This recommendation from Senate was the culmination of about a year's discussion, and was a symptom of the growth of the University. The whole faculty had participated in the suggestion for its own reorganization.

Adoption of the reorganization proposals would involve changes in the titles of the Director of the Division of Science, the Director of the School of Engineering, the Director of the School of Graduate Studies, and the Dean of Arts and Science. These directors would become Deans of their respective faculties. It was agreed that since Dean Gibson holds the senior academic position, the President consider a title for him in addition to "Dean of Arts".

It was moved by Dr. MacRae, seconded by Dr. Maynard, that the report be adopted in principle, the reorganization proposals approved, and directors made Deans. Carried.

It was moved by Mrs. Zimmerman, seconded by Mr. Coolican, that the recommendation that Dr. R. A. MacKay be appointed to Senate be approved. Carried.
On the recommendation of the President, the following were approved:

Appointments (Effective July 1, 1963):

Charles H. Goldsmith  
Lecturer in Mathematics  
$5,700

Ralph C. G. Haas  
Lecturer in Engineering  
6,400 plus $300 moving expenses

William Blandford Kay  
Lecturer in French  
6,800

Thomas G. Middlebro'  
Lecturer in English  
6,300 plus $150 moving expenses

Kyzzyam Z. Paltiel  
Assistant Professor of Political Science  
8,000 plus $500 moving expenses

Michael Parris  
Assistant Professor of Chemistry  
7,500

B. Mayigowa Puttaswamaiah  
Assistant Professor of Mathematics  
7,200

L. Kaye  
Senior Demonstrator in Geology  
5,600

J. H. Scarffe  
Special Lecturer in Political Science  
8,100 (effective August 1, 1963 – May 1, 1964)

Leaves of Absence:

Dr. Pauline Jewett, Department of Political Science  
Without pay, 1963-64 (possibly some part-time work);

Mr. K. Van Dalen, School of Engineering  
1963-65: Without pay 1963-64; stipend of $3,000 1964-65;

Mr. Whitman Wright, School of Engineering  
1963-64 - $4,000.

Terms Completed - June 30, 1963:

Mrs. J. Bedingfield  
Department of English

Mr. Duncan Edmonds  
Department of Political Science

Mrs. A. R. Hollbach  
Department of Chemistry

Mr. T. J. Jemielity  
Department of English

Mr. William Peters  
Department of Economics

Resignation – June 30, 1963:

Mr. Francisco Solinis-Herrero, Department of Spanish

Change of Status – July 1, 1963:

Dr. A. M. Munn - from Professor of Physics  
to part-time Research Professor  
$5,000

Dr. W. L. Young - from Associate Professor of Geology  
to Research Associate  
(without pay)

Change of Title:

Miss Shirley Gillespie - from Assistant Information Officer  
to Information Officer and Alumni Secretary

Miss Ann Baird - from Press Assistant  
to Assistant Information Officer
The following list of Staff Changes, which was circulated with the notice of meeting, was approved:

<table>
<thead>
<tr>
<th>Employment of:</th>
<th>Effective</th>
<th>Salary</th>
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<tbody>
<tr>
<td>Mrs. Barbara Carruthers</td>
<td>August 1, 1963</td>
<td>$4,500</td>
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<tr>
<td>Administrative Assistant, Library</td>
<td></td>
<td></td>
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<tr>
<td>Miss Elizabeth A. Doroffi</td>
<td>May 6, 1963</td>
<td>375</td>
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<tr>
<td>Assistant, Public Relations Office</td>
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<tr>
<td>Miss Sofia Fedyszyk</td>
<td>April 1, 1963</td>
<td>190</td>
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<td>Receptionist, Registrar’s Office</td>
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<td></td>
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<tr>
<td>Mrs. Elizabeth Gowenlock</td>
<td>April 1, 1963</td>
<td>245</td>
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<tr>
<td>Clerk-typist, Bursar’s Office</td>
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<tr>
<td>Mrs. Allison Murray</td>
<td>April 16, 1963</td>
<td>275</td>
</tr>
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<td>Recording Clerk, Public Relations Office</td>
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Resignations:

- John M. Burden Maintenance Department April 22, 1963
- Mrs. Clairette Campeau Machine Operator, Library February 28, 1963
- Miss Marjorie Johnston Stenographer, Public Relations Office April 30, 1963
- Mrs. Marian McCollow Secretary, Director of Graduate Studies March 26, 1963
- Mrs. Claire Parslow Maintenance Department February 28, 1963
- Miss Isabel Schaub Receptionist, Registrar’s Office April 24, 1963
- Miss Joan Smith Public Relations Office April 12, 1963

Transfers:

- Ernest Robinson - from Building Inspector to General Foreman, Maintenance Department no change
- Mrs. Nina M. Robinson - from the Library to the Registrar's Office, with salary decreased to $250
- Mrs. Margaret MacLean - from the Registrar's Office to Secretary to Director of Graduate Studies, with salary increased to 275

Transfers from Full-time to Part-time Staff:

- Mrs. Hilda Freed, Circulation Assistant, Library Effective March 1, 1963
- Mrs. Birte Hovie, Circulation Assistant, Library April 1, 1963

Insurance:

Mr. Turner asked for authority to include all new pressure vessels in the boiler insurance policy.

It was agreed that this authority be given.

Statement of Operating Income and Expenditure:

A Statement of Operating Income and Expenditure for the nine-month period to March 31, 1963 was circulated at the meeting, along with a Balance Sheet as at March 31. This showed an estimated Operating Income for the full year of $2,685,052, an estimated Operating Expenditure of $2,672,643, and a Surplus for the Year of $12,409.
AGREEMENT WITH FISHERIES RESEARCH BOARD: Mr. Turner reported that many departments of the Government are anxious to stimulate research work at universities, but since they cannot make grants, they require the completion of a formal agreement.

He asked for authority to sign an agreement with the Fisheries Research Board which would pay the University $1,500 in return for two reports on the life habits of the salmon.

It was agreed that this authority be given.

RESIDENCE FINES: Dr. Dunton reported that a situation could arise at the end of term where it might be necessary to impose fines on students in residence.

It was agreed that the President be given authority to impose such fines as he considers reasonable.

TERMINATION: The meeting terminated at 2.30 p.m.

F. J. Turner, Secretary.

His Honour Judge C. C. Gibson, Chairman.