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

Time: Thursday, May 16, 1963, at 12:45 p.m.
Place: The Board Room - H. S. Southam Hall

PRESENT:
His Honour Judge C. C. Gibson, Chairman, Mr. V. S. Castledine, Mr. W. M. Connor, Dr. A. D. Dunton, Mr. C. F. Elderkin, Mr. H. R. T. Gill, Mr. D. A. Golden, Dr. J. Lorne Gray, Mr. C. H. Hulse, General W. F. G. Letson, Dr. Grace E. Maynard, and Dr. F. G. Patten. Also present: Mr. F. J. Turner.

MINUTES:
The minutes of the previous (147th) meeting were approved as distributed on a motion by Mr. Hulse, seconded by Mr. Connor, Carried.

REPORT OF THE BUILDING COMMITTEE:
The minutes of the 56th meeting of the Building Committee were distributed at the meeting as a Report of the Committee. (A copy of this report is attached to the original of these minutes.)

Mr. Golden led the discussion of the report and drew attention to the following items:

Design of Buildings for Earthquake Zone 2 - On the recommendation of the Building Advisory Committee, the Building Committee recommended that the Board adopt a general policy for the Physics, Steacie, and Heating Plant Buildings and for all future buildings of designing for Zone 2.

On a motion by Mr. Golden, seconded by General Letson, this recommendation was approved. Carried.

Siting - Physics and Steacie Buildings - On the recommendation of the Building Advisory Committee, the Building Committee recommended that the Physics Building not be moved, subject to a statement from Dr. J. H. Hodgson of the Dominion Observatory that the minutes of the 120th meeting of the Building Advisory Committee (at which he was present) were a fair statement of the discussion and accurately represent his views.

On a motion by Mr. Golden, seconded by General Letson, this recommendation was approved. Carried.

Tender Call - Heating Plant - The Building Committee did not approve the recommendation of the Building Advisory Committee that the University follow the policy of tender by invitation for the general and main mechanical and electrical sub-contractors, and recommended instead that the University adopt a policy of open tenders, and that at the time of consideration of the tenders careful scrutiny be given to the capabilities of the low tenderers to fulfil the contract.

On a motion by Mr. Golden, seconded by Dr. Patten, this recommendation was approved.
Railroad Underpass - On the recommendation of the Building Advisory Committee, the Building Committee recommended that the proposal to use the space between the railroad bridge abutment and the first pier for an underpass be accepted.

Roads - On the recommendation of the Building Advisory Committee, the Building Committee recommended that this underpass and the road from the Heating Plant through it to the Steacie Building site be deleted from the Heating Plant contract because of the delays associated with this new scheme, but that this work be done in the next possible contract.

Lease from National Capital Commission - On the recommendation of the Building Advisory Committee, the Building Committee recommended that the University seek a lease of a strip of land between the two entrances to the University from Colonel By Drive of 10-12' in width in place of its present lease of a 4' strip.

Mackenzie Building Road - On the recommendation of the Building Advisory Committee, the Building Committee recommended that only the preliminary modification of the junction with the present access road be made now and that the final modifications be made when the present access road is closed.

On a motion by Mr. Golden, seconded by Mr. Hulse, the four recommendations were approved. Carried.

Road Width - The Building Committee confirmed its previous recommendation that the University adopt a policy of 28' road width for the main roads.

It was moved by Mr. Golden, seconded by Mr. Hulse, that the Board confirm this policy. Carried.

Television for Lecture Theatres - On the recommendation of the Building Advisory Committee, the Building Committee recommended an expenditure of $12,327 for the purchase of television equipment which would allow demonstrations in Lecture Theatre "B" to be shown on a screen in that room, and would also allow televising from Lecture Theatre "A" to Theatre "B".

It was moved by Mr. Golden, seconded by Dr. Maynard, that this recommendation be approved. Carried.

Completion of Extra Work in Library Extension - On the recommendation of the Building Advisory Committee, the Building Committee recommended that the fourth floor of the Library be completed and ready for use except for floor covering and furniture, at a contract extra of $91,739, and that the University install relatively cheap temporary partitions around the outside of this floor in order to take care of the greater pressures being put on instructional office accommodation than had been anticipated. In addition, the Building Committee recommended that the University approve an extra of $10,575 to do the masonry work on the fifth level.

It was moved by Mr. Golden, seconded by Mr. Hulse, that these expenditures be approved. Carried.

It was moved by General Letson, seconded by Dr. Maynard, that the fifth level of the Library be plastered at a cost of $9,946. Carried.

It was indicated that there was a possibility that some assistance might be secured from the Province of Ontario temporary accommodation fund.
Change Orders -

It was moved by Mr. Golden, seconded by Dr. Patten, that the Change Orders listed in the Report of the Building Committee be approved. Carried.

Library Furniture - Third Level - The Building Committee recommended the acceptance of the low tender for the supply and installation of the shelving required for the third level of the Library.

It was moved by Mr. Golden, seconded by Mr. Hulse, that the contract be awarded to the low tenderer, The Steel Equipment Company Limited, at their tender price of $33,450 plus Ontario Sales Tax. Carried.

Other Furniture - It was reported that the Building Committee had asked for further information on the furniture recommended for the third level of the Library. Further information will be presented to the next meeting of the Building Committee.

Water Damage August 27, 1962 - Proposed Settlement - Water damage loss suffered last summer amounted to $8,356.04, and the Building Committee recommended that authority be given for the signing of the Release and Discharge subject to the University's solicitor checking that this did not prejudice the University's other claims for damage.

It was moved by Mr. Golden, seconded by General Letson, that this authority be given. Carried.

Mr. Turner had asked the Building Committee to recommend that the Board approve Mr. Massey's recommendation that a sum of $20,587 be deleted from the Sullivan contract and that a final certificate excepting this sum, which would become a new contract, be prepared so that the holdback sum might be paid at the expiration of the lien period.

The Building Committee had agreed that this was a matter which could only be dealt with on the advice of the University architects and solicitor.

Mr. Turner reported receipt of a letter from the University's solicitor, and summarized it for the meeting. Under the following three conditions the solicitor would agree to the release of holdbacks as suggested:

1. that the University have an architects' certificate that the work is complete;
2. that there be on that same date a Change Order subtracting the incomplete work from the original contract and putting it into a new contract, and that as of that same date a new and separate contract between Carleton University and the contractor incorporating this incomplete work be entered into;
3. that there be no payment until the expiry of thirty-seven days. At that time payment could be made if duly executed releases are available of the Mechanics' Lien rights by the prime and all sub-contractors who have performed work in the amount of $200 or more.

It was reported that the University had not yet received the final C.M.H.C. payment on account of the mortgage; that this payment could not be made if there were a lien on the property; and that the payment had been counted on to meet the holdbacks on the job.

It was moved by Mr. Golden, seconded by Mr. Hulse, that Mr. Turner be given authority to work this matter out with the solicitor on the basis of the solicitor's letter. Carried.
The following list of staff changes was approved:

<table>
<thead>
<tr>
<th>Employment of</th>
<th>Effective</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kluke, Robert</td>
<td>April 24, 1963</td>
<td>$230</td>
</tr>
<tr>
<td>Maintenance Department</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Morris, Arnold</td>
<td>April 23, 1963</td>
<td>220</td>
</tr>
<tr>
<td>Maintenance Department</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mousaw, Ralph</td>
<td>July 1/63-June 30/64</td>
<td>350</td>
</tr>
<tr>
<td>Admin, Asst. to Director of Athletics</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Punchard, Mrs. Elsie</td>
<td>July 1, 1963</td>
<td>250</td>
</tr>
<tr>
<td>Stenographer, Plant Supervisor's Office</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Richer, Dennis</td>
<td>April 18, 1963</td>
<td>180</td>
</tr>
<tr>
<td>Mail Clerk</td>
<td>July 1, 1963</td>
<td></td>
</tr>
<tr>
<td>Salary to increase as of</td>
<td></td>
<td>to 190</td>
</tr>
<tr>
<td>Robinson, Miss Arlette</td>
<td>April 29, 1963</td>
<td>180</td>
</tr>
<tr>
<td>Mail Clerk</td>
<td>July 1, 1963</td>
<td></td>
</tr>
<tr>
<td>Salary to increase as of</td>
<td></td>
<td>to 190</td>
</tr>
<tr>
<td>Thomas, Miss Donna</td>
<td>May 6, 1963</td>
<td>255</td>
</tr>
<tr>
<td>Stenographer, Public Relations Office</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Resignation of

Miss June Bradley, Keypunch Operator, Data Processing Centre
Mr. Kenneth Cox, Mail Clerk

Transfer of

Miss Lola Hudson
From Mail Clerk to Clerk-Typist in the Bursar's Office, with salary increased to $200 per month
Salary to increase to $215 per month
April 29/63

Mr. Terry LaBrash
From Bursar's Office to Data Processing Centre, at no change in salary
April 29/63

Miss Shirley Hanna
From Accounting Clerk - Residences in the Bursar's Office to Furniture Procurement Clerk
at no change in salary
(Salary to be capitalized)
March 25/63

LIBRARY FURNITURE:

Mr. Turner asked that authority be given to the Building Committee to act on the purchase of Library furniture, as certain items must be ordered shortly if they are to be installed in time for the start of the academic term.

On a motion by General Letson, it was agreed that this authority be given.
Mr. Turner reported that it would be necessary to hold either a special meeting of the Board or a meeting of the Executive Committee in June, along with a meeting of the Finance Committee, to consider the capital budget, tenders on the Heating Plant, and the final details of the Total Disability Plan.

It was agreed that a special Board meeting be called to consider these items.

Mr. Turner reported that an amendment to the Reciprocal Agreement with the Government in connection with the transfer of retirement plan credits was ready for signature.

On a motion by Mr. Golden, it was agreed that this amendment be signed, subject to the solicitor's approval.

Dr. Dunton reported that a party from the Department of Education was looking at the possibility of establishing a College of Education in Eastern Ontario, with an initial capacity of 600 students. The Department of Education had recently reached an agreement with the University of Western Ontario for such a College, and were now trying to decide whether to make an agreement with Queen's, or with Carleton - the University of Ottawa having some participation. In general this would be a College for the training of teachers who had received their first degree, and would be controlled jointly by the University and the Department of Education. The costs would be covered entirely by the Ontario Government, while the University would handle the actual administration. The explorations of the party should be kept entirely confidential at present.

It was agreed that it be recorded that the Board looked with favour on the establishment of a College of Education in conjunction with Carleton University, subject to a mutually satisfactory arrangement being worked out.

On the recommendation of the President, appointments to the Senate were approved as follows:

New Members of Senate, Term Appointments

To serve for 1 year - P. R. Beesack, Associate Professor, Mathematics
E. M. Oppenheimer, Associate Professor, German

To serve for 2 years - M. C. Frumhartz, Associate Professor, Sociology
D. A. J. Millar, Associate Professor, Engineering

To serve for 3 years - M. A. Gullen, Associate Professor, Engineering
K. D. McRae, Associate Professor, Political Science
S. R. Nealing, Associate Professor, History
W. N. Tupper, Assistant Professor, Geology

Terms for New Special Appointments

Hilda G. Gifford, Librarian - to serve for 3 years
R. A. MacKay, Visiting Professor of Political Science - to serve for 3 years
J. A. B. McLeish, Registrar - to serve for 3 years

On the recommendation of the President, the following were approved:

New Appointments - effective July 1, 1963

Guenther F. Schaefer, Lecturer in Political Science $6,500 plus $200 moving expenses
Henry L. Christie,  
Senior Laboratory Supervisor and Glassblower (Chemistry)  

Adjustment in salary, 1963-64

<table>
<thead>
<tr>
<th>Salary</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Previously Fixed</td>
<td></td>
</tr>
</tbody>
</table>

W. E. Walther, Psychology

$7,200

$7,400

Cancellation of Leave, 1963-64

J. S. Moir, History

4,600

9,200

TERMINATION: The meeting terminated at 2.25 p.m.

F. J. Turner,  
Secretary.

His Honour Judge C. C. Gibson,  
Chairman.