MINUTES
of the
ONE HUNDRED AND FIFTY-FIFTH MEETING
of the
BOARD OF GOVERNORS

Time: Thursday, 20 February, 1964, at 12:45 p.m.
Place: The Board Room - H.S. Southam Hall

PRESENT:
His Honour Judge C.C. Gibson, Chairman, Mr. G.E. Beaumont, Mr. V.S. Castledine, Mr. W.M. Connor, Mr. C.F. Elderkin, Mr. C.H. Everett, Mr. D.A. Golden, Mr. A.M. Laidlaw, General H.F.G. Letson, Mr. H.R.T. Gill, Mr. Bertram Loeb, Dr. C.J. Mackenzie, The Honourable Norman McL. Paterson, Dr. H.F. Pullen, Mr. R.G. Robertson, and Mrs. H. Zimmerman. Also present: Mr. F.J. Turner.

MINUTES:
It was agreed that the minutes of the previous (154th) meeting be adopted as distributed.

It was agreed that normally the names of movers and seconders of motions would not be recorded in minutes of the Board meetings.

RECORDING OF MINUTES:
Mr. Turner reported that negotiations between the University's solicitor and the C.P.R. were still in progress.

AGREEMENT WITH C.P.R.:
The minutes of the 64th meeting of the Building Committee were circulated at the meeting as a Report of the Building 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 recommendations:

Tenders - Steacie Building Furniture - As directed by the Board of Governors, the Building Committee reconsidered its recommendation to award the contract to Valley City, and recommended again that the contract be awarded to Valley City at their tender price of $240,143.

Construction Supervisory Staff - the employment of two engineers to the construction supervisory staff, one to be paid for out of capital and one out of the operating budget in the year 1964-65.

Parking Lot #2 - that Parking Lot #2 be restored to its previous condition and capacity; that the "A" parking area in that lot be enlarged; that the metered lot be transferred to Lot #2; and that the surface of Parking Lot #3 be extended to greater capacity with the question of its paving deferred until prices are received.

Library - 1st and 5th Level Modifications
Examination Space - 5th Level - that instead of completing the 5th Level at a cost of $88,000 - $90,000, fluorescent lights removed from other buildings be installed at a cost of $810. A further check was being made to determine whether lighting for the balance of the area would be required for final examinations.

Furniture - 5th Level - the purchase of 500 tables for the writing of final examinations from Royal Metal Manufacturing Co. Ltd., at a price of $9.85 each.

Conversion - 1st Level - that authority be given for the calling of tenders for the conversion of the 1st Level into faculty offices and administration space.
REPORT OF THE BUILDING COMMITTEE (CONT'D.)

The 155th Meeting of the Board of Governors, 20 February, 1964

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Tory Building - 5th Level - (a) that approval be given to the allocation of the 5th Level to Biology, and (b) that architects and engineers be engaged to convert the sketch plans into schematic drawings, and to provide cost estimates.

Furniture - Mackenzie Building - expenditures for the following, in principle:

- Additional Laboratory and Shop Furniture
- Classroom and Lecture Rooms
- Special Purpose Rooms
- Faculty Reading Room
- Conference Room
- Dean's Office
- Dean's Secretary and Reception Area
- Offices
- Graduate Students and Sessional Lecturers
- Steno, Business and Shop Offices

$37,200
958
913
1,219
716
10,275
3,320
2,980

$35,151 had previously been approved for the purchase of Laboratory furniture, and these additional items increased the total for furniture for the Mackenzie Building to some $93,000. Tenders would be called on the first major item. Decision was deferred on the purchase of rug for the Faculty Reading Room, Conference Room, Dean's Office, and Dean's Secretary and Reception Area, amounting to $2,220.

Architects - in principle, that a committee be established to consider the design and planning of the campus, on the understanding that its members would not be commissioned to actually design any buildings; that the membership be comprised of two or preferably three permanent members to provide the desired continuity and two rotating members whose term would not exceed two years and who would be replaced in alternate years; and that at least one long-term and one short-term member be Ottawa residents.

Dr. Dunton reported that Mr. Balharrie would like to be associated with such a committee and would serve as Chairman if invited. After some discussion, it was proposed that Mr. Balharrie be asked for advice as to the membership.

Architects - Proposed Arts Building - that provided suitable architects were available in Ottawa without any compromising of standards, attention be directed first to them before considering those from out of town, without making any prior judgement that out-of-town architects would not be appointed; and that because of the urgency with respect to the Arts Building, the Building Committee be empowered to appoint architects to design the Arts Building.

Furniture Procurement - that Mr. Turner be given authority to purchase up to $15,000 worth of furniture for the Mackenzie Building if necessary before the next meeting of the Committee.

Brick - Mr. Golden informed the meeting that two samples of brick manufactured by Domtar at their Cooksville plant were presented at the Building Committee meeting, and that the architects would be presenting a full report at the next meeting.

It was agreed that the Report of the Building Committee be approved as submitted.
RESERVATION OF NEW CAMPUS IN GREEN BELT:

Copies of a letter from Lt.-General Clark, Chairman of the National Capital Commission, were circulated at the meeting.

In this letter General Clark suggested that the National Capital Commission and the University enter into a 99-year lease, and outlined costs and restrictions related to such a lease.

After some discussion, it was agreed that the President reply to General Clark’s letter suggesting a meeting with General Clark, the University to be represented by the Chairman of the Board and the President.

The minutes of the 22nd meeting of the Staff Welfare Committee were circulated at the meeting as a Report of the Staff Welfare Committee. (A copy of this Report is attached to the original of these minutes.)

Mr. Turner led the discussion of the Report, and drew attention to the following recommendations contained in it:

TIAA Collective Decreasing Life Insurance Plan – that the coverage be increased from 5 units to 8 as of 1 August, and that the appropriate changes in the wording of the University’s Collective Decreasing Life Insurance policy be authorized.

Workmen’s Compensation Act – in principle, that the University switch its coverage from its Employer’s Liability policy voluntary compensation clause to Workmen’s Compensation, with Mr. Turner to inquire about the policy at other universities, and to investigate further the premium and coverage, including whether the University should come under Schedule 1 or Schedule 2 of the Act.

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

RELATIONS WITH ONTARIO GOVERNMENT:

The President reported that in line with the recommendation of the Committee of Ontario University presidents, the Speech from the Throne made reference to the establishment of a Department of Univerity Affairs.

Carleton’s Capital Grant for 1964-65 was $4,250,000, and would be received as a loan from the new Crown Corporation. The Operating Grant was $1,775,000. To offset the smaller-than-expected operating grants, the various universities were considering raising their fees.

In addition, a fund of $750,000 had been established for Student Aid. This amount would be divided among the various universities for administration by them.

APPOINTMENTS:

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

Effective 1 July, 1964

James Steele
  Assistant Professor of English  $7,200
Robert D. Gould
  Lecturer in German       6,800
Dr. Phyllis Grosskurth
  Lecturer in English    7,000
Frederick J.E. Jordan
  Lecturer in Public Law  7,000
Mr. Turner asked for authority to execute an Agreement by which the Department of Fisheries would give Carleton University $3,500 for research work relating to salmon. This work is currently in progress in the Department of Biology.

It was agreed that this agreement be executed on behalf of the University.

It was agreed that a Licence to operate a Chemical Still be executed on behalf of the University.

Copies of a Statement of Operating Income and Expenditure for the seven months ended 31 January, 1964 were circulated at the meeting.

This statement showed an estimated deficit at 31 January of $33,739, as against a budgetted surplus of $412.

It was reported that the traffic lights were now installed at the intersection of Bronson Avenue and the access road. A letter of thanks had been written to the Chief Constable for placing men there on point duty in the weeks preceding the installation.

Mr. Turner reported that the Ford Fund for the Advancement of Education was sponsoring a Long-Range Planning Seminar at Loyola College in March, and that Mr. Coolican and four members of the University staff planned to attend.

It was agreed to approve the list of staff changes which had been circulated with the notice of meeting, as follows:

<table>
<thead>
<tr>
<th>Employment</th>
<th>Effective</th>
<th>Salary</th>
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</thead>
<tbody>
<tr>
<td>Brock, Mrs. Sandra</td>
<td>1 February, 1964</td>
<td>$290</td>
</tr>
<tr>
<td>Faculty Stenographer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hassard, Miss Isabella M. Stenographer</td>
<td>20 January, 1964</td>
<td>285</td>
</tr>
<tr>
<td>President's Office</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pare, Mrs. Louise</td>
<td>10 February, 1964</td>
<td>235</td>
</tr>
<tr>
<td>Keypunch Machine Operator</td>
<td></td>
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<tr>
<td>Data Processing Centre</td>
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</tbody>
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Increase in salary for

| Allaire, Ronald J. Stationary Engineer | 1 January, 1964 to | 380 |
| (as per Union agreement)               |                   |    |

Resignation of

| Beech, Mrs. Carole Stenographer | 30 November, 1963 |
| Plant Supervisor's Office       |                   |
| Cotman, Carl Maintenance Department | 11 January, 1963 |
| LaBrash, Terry Data Processing Centre | 20 February, 1964 |

The Loeb Foundation had offered a gift of $450,000 to the City of Ottawa for the construction of a Medical Research Centre.

Mr. Loeb indicated that should the City not accept the $450,000 gift by 2 March, an amount of $500,000 would be forthcoming to the University on 3 March.
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**TERMINATION:**

The meeting terminated at 2:15 p.m.

F.J. Turner
Secretary

His Honour Judge C.C. Gibson
Chairman

The 155th Meeting of the Board of Governors, 20 February, 1964