The 157th Meeting of the Board of Governors, 16 April, 1964

MINUTES

of the

ONE HUNDRED AND FIFTY-SEVENTH MEETING

of the

BOARD OF GOVERNORS

Time: Thursday, 16 April, 1964, at 12:45 p.m.
Place: The Board Room - H.3, Southam Hall

PRESENT:

His Honour Judge C.C. Gibson, Chairman, Mr. W.M. Connor, Mr. A.A. Cravley, Dr. A.D. Danton, Mr. C.H. Everett, Mr. A.M. Laidlaw, Dr. C.J. Mackenzie, The Honourable Norman McL. Paterson and Dr. H. Pullen. Also present: Mr. F.J. Turner.

MINUTES:

It was agreed that the minutes of the previous (156th) meeting be amended so that the minute re Traffic Lights on Page 1 reads as follows: "Several members suggested that if and when a bill is received for the installation of the traffic lights at the intersection of Bronson and the University's access road, all aspects of the matter be carefully reviewed, and that the students bear no part of the cost."

REPORT OF THE EXECUTIVE COMMITTEE:

The minutes of the 102nd meeting were circulated 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.)

Judge Gibson led the discussion of the report, and drew attention to the following items:

Board Meeting Dates - The resume of replies received from members of the Board indicated that it was not possible to find a regular date for meetings which did not conflict with commitments of at least two members. The Committee recommended that the April and May meetings be held as scheduled and that the matter be re-examined before the meeting dates are set for next year.

It was agreed that a copy of the resume be circulated.

Gift from the Loeb Foundation - recommended the gift be accepted with thanks and that when tenders are called for the construction of the proposed Arts Building it will be named the Loeb Building.

Bequests

D. Roy Campbell - confirmed previous decision that the difference between investment earnings and the scholarship amount of $500 a year be taken annually from the capital of the fund.

Francis Christopher Chisholm Lynch - recommended that this bequest be added to the Endowment Fund, Restricted, to be used to support research and publication in the Humanities and Social Sciences.

Annie Kennedy MacGregor and Grace Campbell MacGregor - recommended that these bequests of $1,000 each be added to the Endowment Fund, Unrestricted.

Frederick W.C. Mohr - referred to Senate for recommendations with power to act, subject to its reporting these actions to the Board of Governors.

Abraham Schnapp - noted that bequest of $250 was added to current funds.
Provision for Bursary Fund - Mrs. J.L. Kingston: reported that there was some possibility that Mrs. Kingston would include in her will provision for the endowment of one or two major bursaries.

Campaign: recommended that the matter of a major campaign be referred to the Development Advisory Committee, and that
(a) The President and Bursar prepare a survey of the needs of the University to 1970, with an estimate of the grants likely to be received from the Provincial Government;
(b) with this information, the objective of the campaign be set;
(c) a small steering group be set up to work on the campaign;
(d) the timing of the campaign be decided; and
(e) there be someone appointed to the staff of the University to work on the campaign.

Long Range Planning Seminar - A report outlining the proceedings at the Long Range Planning Seminar at Loyola College was summarized by Mr. Coolican. He suggested that a small committee be established to approach the lawyers of Ottawa to act on behalf of Carleton, and especially the graduates of Carleton who are practising law. The report was referred to the Development Advisory Committee for further study.

The Board endorsed this suggestion, and agreed that the program be enlarged to include the Ottawa Valley.

Parking Fees - recommended that the parking fees be increased for 1964-65 as follows:
- Evening students from $5.00 to $7.00
- Full-time students and staff from $15.00 to $30.00
- Full-time student with heater outlet from $30.00 to $35.00

Tenure Regulations - deferred until completion of a study being made by a joint committee of the C.A.U.T. and N.C.C.U.C.

It was agreed that the Report of the Executive Committee be adopted.

Copies of the Report of the Finance Committee and of the budget for 1964-65 were circulated with the notice of meeting. (A copy of this Report and of the Budget for 1964-65 are attached to the original of these minutes.)

Budget - 1964-65 - The budget showed Operating Income of $4,105,362, Operating Expenditure of $4,184,246, and a Deficit for the year of $78,884. This budget was based on a full-time student enrolment of 2,605, an increase in tuition fees of $50 for full-time students and $10 a course for part-time students, and salary minima for Assistant Professor from $7,200 to $7,500; Associate Professor from $9,200 to $9,500; and Professor from $11,500 to $12,000.

The Finance Committee recommended that
(a) the budget for 1964-65 be approved as presented, and
(b) the fees for 1964-65 be increased by $50 per full-time student and $10 per course for part-time students.

Capital Budget - Copies of a statement of capital funds were considered by the Finance Committee, and copies were circulated at the Board meeting. (A copy of this statement of capital funds is attached to the original of these minutes.) This statement showed expenditures in 1964-65 of $6,591,000, and tentative expenditures of $3,300,000 in 1965-66; $7,050,000 in 1966-67; and $8,635,000 in 1967-68. It was estimated that at the end of the year 1967-68 there would be a deficit of $1,237,831.
Copies of a tentative building program showing the size, gross cost, and completion date of buildings planned to 1973 were also considered. (A copy of this program is attached to the original of these minutes.) These reports were received.

After some discussion, it was agreed that the Report of the Finance Committee be adopted.

The minutes of the 81st meeting were circulated 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.)

It was agreed that the Report of the Investment Committee be adopted.

The President reported that the Executive Committee of Senate had considered and approved the request of Brock University to sponsor its membership in the National Conference of Canadian Universities.

It was agreed that the Board endorse the recommendation of Senate.

The President reported that the Rt. Hon. L.B. Pearson would deliver a lecture on "Keeping the Peace" at Carleton on Thursday, 7 May.

It was agreed that a picture of James A. Gibson, who was Acting President of Carleton during the year 1955-56, be hung in the Board Room.

On the recommendation of the Senate, it was agreed that Mr. F.J. Turner, the Bursar, be appointed to the Senate.

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

Effective 1 July, 1964

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Title</th>
<th>Amount</th>
<th>For travel</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mahinder D. Chaudhry</td>
<td>Associate Professor of Economics</td>
<td>$10,000</td>
<td>$750</td>
</tr>
<tr>
<td>W.M. Mansour</td>
<td>Assistant Professor of Engineering</td>
<td>$8,500</td>
<td>$200</td>
</tr>
<tr>
<td>John Hudson Woods</td>
<td>Visiting Professor of Accounting</td>
<td>$10,000</td>
<td>$500</td>
</tr>
<tr>
<td>George Roseme</td>
<td>Lecturer in Political Science</td>
<td>$7,100</td>
<td>$500</td>
</tr>
<tr>
<td>Paul Varnai</td>
<td>Lecturer in Russian</td>
<td>$6,500</td>
<td></td>
</tr>
<tr>
<td>Margaret J. Helwig</td>
<td>Junior Cataloguer</td>
<td>$5,200</td>
<td></td>
</tr>
</tbody>
</table>

Effective 1 June, 1964

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elizabeth Litman</td>
<td>Order Librarian</td>
</tr>
</tbody>
</table>

Travel Allowance

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Title</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jose Jurado</td>
<td>Assistant Professor of Spanish</td>
<td>400</td>
</tr>
</tbody>
</table>
Leave without Pay, 1964-65

H. Majmudar
Associate Professor of Engineering

Cancellation of Leave on half-salary for 1964-65

Muni C. Frumhartz
Associate Professor of Sociology

Resignations

Effective 30 April, 1964

Miss Helen Thurston
Cataloguer, Library

Effective 30 June, 1964

G.C. Bjork, Assistant Professor of Economics
Allan Guy Forman, Assistant Professor of Chemistry
Jeremy C. Forster, Assistant Professor of Spanish
J.G. Garrard, Assistant Professor of Russian
E.E. Goldsmith, Associate Professor of Engineering
John Hart, Professor of Physics
T.F.S. McFet, Associate Professor of Sociology
David Ward, Lecturer in Geography

Completing Term Appointments

Christopher J. Maule, Lecturer in Economics
M.P. Melese, Visiting Professor of French
J.H. Scarffe, Special Lecturer in Political Science
Bruce Yemen, Lecturer in Journalism

Promotions

To Professor:
Kenneth Douglas McRae, Political Science
Gordon C. Merrill, Geography
George Setterfield, Biology
James S. Tassie, French

To Associate Professor:
Adam Bromke, Political Science
D.A. George, Engineering
Peter D. McCormack, Psychology
Bruce S. McFarlane, Sociology
Whitman Wright, Engineering

To Assistant Professor:
Richard D. Abbott, Public Law
Francisco Atienza, Spanish
Richard L. Jackson, Spanish
Andrew Jeffrey, Philosophy
Kenneth Kitchen, Political Science
Gilles Paquet, Economics
Anne Reploge, Psychology
Guenther F. Schaefer, Political Science
CONSTRUCTION
SUPERVISORY STAFF:

Mr. Turner reported that Mr. J.F. Townsend had been appointed to the construction supervisory staff at a salary of $8,000, effective 1 April, 1964, with salary rising to $8,600 at 1 July, 1964 if the arrangement proves mutually satisfactory.

It was agreed that this appointment be approved.

STAFF CHANGES:

It was agreed to approve the following list of staff changes which was circulated with the notice of meeting:

<table>
<thead>
<tr>
<th>Employment of</th>
<th>Effective</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Browne, Mrs. Mary J.F.</td>
<td>10 August, 1964</td>
<td>$310</td>
</tr>
<tr>
<td>Faculty Stenographer, Political Sc.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chaytor, Mrs. Gail M.</td>
<td>1 March, 1964</td>
<td>225</td>
</tr>
<tr>
<td>Clerk-Steno, Plant Supervisor's Office</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ellis, Mrs. Hazel</td>
<td>1 May, 1964</td>
<td>235</td>
</tr>
<tr>
<td>Payroll Clerk</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Miller, Mrs. Claire</td>
<td>13 April, 1964</td>
<td>180</td>
</tr>
<tr>
<td>Cleaner, Maintenance Dept.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wright, Mrs. Dawn M.</td>
<td>9 March, 1964</td>
<td>285</td>
</tr>
<tr>
<td>Faculty Stenographer, Political Sc.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Resignation of

Aillaire, Ronald J.
Stationary Engineer, Maintenance Dept.
8 April, 1964

Olsen, Mrs. Alice
Cleaner, Maintenance Dept.
16 April, 1964

Potvin, Mrs. Patricia
Payroll Clerk
8 May, 1964

Reside, Norman E.
Electrician, Maintenance Dept.
15 April, 1964

Spence-Thomas, Mrs. Audrey J.
Circulation Assistant, Library
31 May, 1964

Because it had not been possible to hold a meeting of the Building Committee before this Board meeting, and because of the urgency of these matters, it was agreed to empower the Building Committee to:

(a) appoint architects and engineers for two new residence buildings, almost copies of the two on campus, on the understanding that tenders would be called on 1 June for completion in September, 1965;

(b) call tenders on the Maintenance Building within a matter of two or three weeks;

(c) call tenders within the next week or two for revisions to the 1st and 5th levels of the Tory Building arising out of the move of the Faculty of Engineering to the MacKenzie Building which releases space to Biology and Geology, at an estimated cost of $300,000. This included a ventilation system on the 1st level and some changes to the ventilating system on the 5th level;
(d) accept or reject an offer of $8,000 for the boilers in the Tory Building as the offer expired at the end of April;

(e) accept tenders on furniture for the Mackenzie Building.

It was reported that the University had received just short of $6,000 from this bequest to endow a scholarship or bursary. On the recommendation of two faculty committees, it was agreed that this be a bursary.

Copies of a Statement of Operating Income and Expenditure to 31 March and Balance Sheet as of 31 March were circulated at the meeting. This Statement estimated Total Operating Income of $3,529,185, Total Operating Expenditure of $3,362,827, and a Deficit of $33,642 for the year 1963-64, as against a budgetted surplus of $412. This deficit was mainly due to a smaller than expected Federal grant.

The meeting terminated at 2:00 p.m.

F.J. Turner
Secretary

His Honour Judge C.C. Gibson
Chairman