MINUTES
of the
ONE HUNDRED AND SIXTY-FIRST MEETING
of the
BOARD OF GOVERNORS

Time: Thursday, 26 November, 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. Beament, Mr. V.S. Castledine, Mr. W.M. Connor, Mr. D.M. Coolican, Dr. A.D. Danton, Mr. C.P. Elliott, Mr. C.H. Everett, Mr. R.D. Frayne, Dr. J. Lorrie Gray, Mr. A.B.R. Lawrence, General H.F.G. Letson, Dr. C.J. MacKenzie, Mr. W.W. MacKenzie, Dr. H. Pullen, Mr. J.G. Ratz, and Mrs. H. Zimmerman. Also present: Mr. F.J. Turner.

MINUTES:
Two revisions were made in the minutes of the previous (160th) meeting, as follows:

Page 1: Steam Damage - 268 First Avenue - changed to read "Mr. Turner reported that the University's solicitor had taken another look at this matter, and it now appeared unlikely that a writ against the Collegiate Institute Board would be issued."

Page 9: Second Mortgage - changed to read "It was agreed that authority be given to execute a document on behalf of the University postponing the Second Mortgage to a mortgage registered later."

It was agreed that the minutes as amended be approved.

Mr. Coolican informed the meeting that the Committee would be able to report when a Campaign Chairman is appointed.

REPORT OF THE EXECUTIVE COMMITTEE:
The minutes of the 105th meeting of the Executive Committee 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.)

Report of the Building Committee:
The following recommendations of the Building Committee were approved by the Executive Committee:

Underground Facility - plans approved in principle, and authority to call tenders when plans ready.
C.J. MacKenzie Building - Phase 2 - authority to proceed with construction drawings.
Biology Greenhouse and Garden Plots - general approval of request for additional greenhouse and support facilities.
1967 Residences - appointment of engineers.
Lounge - Paterson Hall - that contributions and suggestions be accepted from the students towards furnishings or other equipment, but that suggested items receive Building Advisory Committee approval.
Change Orders - as listed in the minutes of the 146th meeting of the Building Advisory Committee and the 74th meeting of the Building Committee.
1965 Residences
Tenders - contract awarded to the lowest of four bidders, Thomas Fuller Construction Co., (1958) Ltd., at their tender price of $1,591,000, subject to substitutions in connection with the elevator and curtain wall.
Report of the Building Committee (cont'd)

1965 Residences (cont'd)

Cooling - alternate included as tendered at $47,000.
Brick - that the rough-coat warm brown brick manufactured by Doestar and referred to as 'Old Dutch' be used with gray mortar, and with window frames and operating vents painted instead of stained.
Furniture - purchase of 380 beds from the Royalmetal Corporation Ltd. at $33.02 each.
Southam Hall Addition - deletion of clause specifying fee of 20% for design of built-in furniture.
Physics Building - that tenders be called as soon as possible.
Southam Hall Addition - that tender documents and specifications be prepared so that a decision could be made in the spring as to whether or not to call tenders.
Underpass - that the firm of De Leuw Cather & Co. of Canada Ltd. be engaged to carry out a traffic survey and to prepare plans and specifications.

The Executive Committee also authorized the following:

Committee of Presidents and Provincialy-Assisted Universities and Colleges of Ontario:
Payment of assessment at the rate of 10c per student to help defray expenses of research work which is useful in the presentation of each university's case to the Provincial Government.

Piano - Alumni Theatre:
Purchase of a used Steinway Grand Piano from New York at an estimated cost of $3,000, and payment of travelling and accommodation expenses for a one-day stay in New York for Mr. Gerald Wheeler who would make the selection.

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

STAFF AND DEPENDENTS - There was a further discussion on the request of the Carleton University Tuition Fees: Academic Staff Association to meet with representatives of the Board to discuss the Board's decision not to grant free tuition to members of the immediate family of staff members employed after 30 September, 1963.

A report containing information on the history and costs of the free tuition policy at Carleton and the procedure at other Universities was circulated with the notice of meeting.

After a lengthy discussion, it was moved by Mr. Everett, seconded by Mrs. Zimmerman, that a meeting be held with the C.U.A.S.A. to discuss this matter.

On being put to a vote, the motion carried.

It was moved by Mr. Beamant, seconded by Mr. Elliott, that the Executive Committee meet with the C.U.A.S.A. Carried.

SALES TAX:

Mr. Turner reported that following the last meeting, the Sales Tax situation had been discussed with officials of the Provincial Sales Tax Department. It now appeared unnecessary to appoint any contractor as agent for the University in order to secure building materials tax exempt. Two of the three relevant contracts had been dated after 1 November, but the third contract for $133,000 was so far advanced that there was little hope of recovery of Sales Tax.
The President reported that the submission to the Provincial Government for grants next year had been based on an increase of 60 in the full-time teaching staff, further subsidiary increases in supporting staff, and an increase in the number of entering students from 930 this year to 1,150 - 1,200. The submission requested a total increase in the provincial operating grants of $1,188,000. Recruitment was going forward actively now to fill the first 40 of the above new teaching positions.

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

Appointments:

- Mr. Alan Earp, Registrar and Professor of Classics
  Effective 1 January, 1965
  $14,500

- Mr. Michael Sosnowsky, Cataloguer in Library
  Effective 1 February, 1965
  $8,800

- Dr. John E. Graham, Assistant Professor of Mathematics
  Effective 1 July, 1965
  $8,000

- Mr. Trevor Tolley, Assistant Professor of English
  Effective 1 July, 1965
  $9,000

Changes in Salary - Science Workshop effective 1 November, 1964:

- Mr. A. Raffler, Supervisor
  from $6,550 to $7,050 per annum

- Mr. S. Szick, Machinist
  from $5,000 to $5,700 per annum

- Mr. E. Gray, Machinist
  from $4,750 to $5,600 per annum

Leave of absence without pay:

- Miss M. Helwig, Junior Cataloguer, Library
  effective 1 December, 1964

Sabbatical Leave - 1965-66:

- Dr. D.G. Bowen, Assistant Professor of History
- Mr. N. Frumhartz, Associate Professor of Sociology
- Dr. R.J. McDougall, Professor of English
- Mr. J.M. Thompson, Assistant Professor of Philosophy
- Dr. F. Wightman, Associate Professor of Biology
- Mr. G.J. Wood, Associate Professor of English

STAFF CHANGES:

On the recommendation of the Bursar, the following list of staff changes which was circulated with the notice of meeting was approved:

<table>
<thead>
<tr>
<th>Employment</th>
<th>Effective Date</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basher, William</td>
<td>16 November, 1964</td>
<td>$5,280</td>
</tr>
<tr>
<td>Stationary Engineer</td>
<td>16 February, 1965</td>
<td>$5,400</td>
</tr>
<tr>
<td>Hull, David T.</td>
<td>1 December, 1964</td>
<td>185</td>
</tr>
<tr>
<td>Mail Clerk</td>
<td></td>
<td></td>
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<tr>
<td>Marcotte, Miss Renee</td>
<td>Faculty Stenographer, Arts Depts. 9 November, 1964</td>
<td>275</td>
</tr>
<tr>
<td>McMahon, John</td>
<td>Maintenance Department</td>
<td>1 November, 1964</td>
</tr>
<tr>
<td>Peters, Ronald A.</td>
<td>Mail Clerk</td>
<td>19 October, 1964</td>
</tr>
</tbody>
</table>
STAFF CHANGES (cont'd):

Resignation of
Edsell, Miss Eileen
Mail Clerk

Mar, David
Junior Circulation Asst., Library
(Transferred to part-time staff) 22 October, 1964

McCord, Harold Ormond
Maintenance Staff
16 October, 1964

Morrison, Keith
Apprentice Painter, Maintenance
11 November, 1964

Prentice, John Edward
Stationary Engineer
29 October, 1964

Increase in salary for
MacLean, Mrs. Margaret
on promotion to Secretary of the Graduate Facsulty,
with salary increased to $325 per month, effective 1 December, 1964.

DECEMBER MEETING:

As the fourth Thursday falls on 24 December, it was agreed that Mr. Turner set a more appropriate date for the December meeting if it is found that one is necessary.

RECIPROCAL AGREEMENT BETWEEN HER MAJESTY THE QUEEN AND CARLETON UNIVERSITY - RETIREMENT PLAN:

It was agreed that authority be given to Mr. Turner to execute a Memorandum of Agreement amending the original agreement, subject to approval of the University's solicitor. Carried.

MORTGAGE - 1965 RESIDENCES:

Mr. Turner reported that an application for a mortgage in the amount of $1,574,000 for the new Men's Residence had been submitted to Central Mortgage & Housing Corporation. This was a 50-year mortgage at 5-1/8%, designed to cover 90% of the value of the structure. (Later information indicated that the interest rate would be 5-3/8%.)

He also reported that the revenue from Residence operations would not be sufficient to cover the monthly payments on the mortgage.

A Statement of Operating Income and Expenditure for the four months ending 31 October, 1964 was circulated at the meeting.

STATEMENT OF OPERATING INCOME AND EXPENDITURE:

Mr. Turner reported that there were several important matters to be considered by the Building Committee, and it was agreed that concurrent meetings of the Building and Executive Committees be held as soon as possible.

BUILDING AND EXECUTIVE COMMITTEES - NEXT MEETING:

Mr. Turner reported that negotiations were proceeding with these two unions.

INTERNATIONAL UNION OF OPERATING ENGINEERS AND CANADIAN UNION OF PUBLIC EMPLOYEES:

The Canadian Union of Public Employees had been certified bargaining agent for the Maintenance Department employees as of 6 August, 1964. A model agreement had been submitted, and discussed with the University's solicitor. Negotiations were well advanced and would be ready for consideration by a future meeting of the Board.

TERMINATION:

The meeting terminated at 2:20 p.m.

F.J. Turner
Secretary

His Honour Judge C.C. Gibson
Chairman