CARLETON UNIVERSITY

Minutes of the 169th Meeting

of the

BOARD OF GOVERNORS

Time: Thursday, September 23rd, 1965 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. D.M. Coolican, Dr. A.D. Dunton, Mr. C.F. Elderkin, Mr. R.D. Frayne, Mr. C.H. Hulse, Mr. A.M. Laidlaw, Mr. A.B.R. Lawrence, General H.F.G. Letson, Dr. C.J. Mackenzie, Mr. John G. Ratz, and Dr. R.G. Robertson. Also Present: Mr. F.J. Turner

MINUTES:
It was agreed that the minutes of the previous (167th and 168th) meetings be approved as distributed.

AMENDMENT - MINUTES OF 166th MEETING:
At Mr. Turner's request, it was agreed that Page 1256 of the 166th meeting be renumbered Page 1258, and that the two associated following pages containing authority to create debenture be numbered 1256 and 1257.

REPORT OF THE BUILDING COMMITTEE:
The minutes of the 84th meeting of the Building Committee were circulated with the notice of meeting, and General Letson gave an oral report of the 85th meeting held just prior to the Board meeting. (A copy of the minutes of the 84th and 85th meetings are attached to the original of these minutes.)

It was agreed that the following recommendations of the Building Committee be approved:

1967 Residence Complex - that the architect continue his work on the construction drawings for the Residence Building, but that decision be deferred on the proposal of separate contracts for the two buildings until the food services study is complete.
Food Services - that the obtaining of a report on centralized food services be approved.
Arts II Building - that authority be given to call tenders, subject to minor revisions by University officials, the tenders to be called on alternative bases - for completion in 1967 and in 1968.

Services to Arts II Building - that tenders be called on services and roads.

Absorption Units - that the pre-tendering be approved.

Preliminary Report - DeLeuw Cather & Co. of Canada Ltd. - that the preliminary report be received and that work proceed on sections GK (from the underpass to the Arts II Building) and GH (from present crossing at west side of tracks to the river) with section GK constructed to the minimum suitable slope. The estimated cost of road GK was $36,000 and of road GH $5,000.

- that the road bed be put in to four lane width in section ABC (on top of rock fill from Sunnyside to Bronson, east side of the tracks to the present crossing) and that the elevation be held down until the final elevation is set and until the construction of the overpass is in fact approved, the road to be completed after the final report is received. The estimated cost of this part of the work was $18,000.

Tory Building -

Biology - 6th Level Conversion - that the work be incorporated in the tender documents for the conversion of the 3rd and 4th levels, and that tenders be called.

3rd and 4th Level Conversion - that tenders be called - expenditure of an estimated $500,000.

Growth Chambers - Biology - expenditure of about $2,100 for lights, ventilation, and furniture in existing Growth Chambers.

Distilled Water Supply - expenditure of $218 for a storage tank.

Biology Greenhouses - that authority be given to prepare preliminary plans, using Scheme 1, subject to approval by the Design Control Committee.

1965 Residences -

Furniture - expenditure of $6,560.64 for furniture for Study Rooms.

Drapes - expenditure of $2,868.00.

Renfrew House - Changes to Administration Area - expenditure of $3,500.

Removal of Tree - Parking Lot Behind Lanark House - expenditure of $325.
Physics Building - expenditure of $8,000 (est.) to provide large lecture room now instead of in the second stage, and an expenditure of $5,123.05 for a number of changes (previously approved as Field Order #3, est. at $5,000.)
Alterations - Tunnel in front of Tory Building; Fifth Level, Library; Renfrew House
contract be awarded to Uni-Form Builders at their tender price of $14,573.
Parking Lot Barriers - expenditure of $1,485.
Faculty Dining Room - University Commons - expenditure of $7,500 approved in principle.
Furniture - Maintenance Building - contract awarded to the second-low bidder as the low bidder was unable to supply a satisfactory sample. Additional expenditure of $830.
Bridge Over the By-Wash - expenditure of $3,000.
Campus Signs - additional expenditure, bringing Mr. Arthur's fee up to $4,100.
Change Orders - as contained in the minutes of the 84th and 85th meetings.

The Building Committee submitted the following for information:
Report to Senate - The Building Advisory Committee was submitting a report on examination seating requirements to the Executive Committee of Senate;
Steacie Building Inspections - The Building Advisory Committee resolved that Mr. Menendez be thanked for his contribution in expediting completion of the Steacie Building;
Change Orders - The Building Advisory Committee authorized Professor Love, Mr. Turner, and Mr. Whenham to examine and approve Change Orders on behalf of the Committee;
Southam Hall Extension - completion date now expected to be April of 1966;
Faculty Dining Room - Concern was expressed at the inadequacy of eating arrangements for faculty during the busy registration period.
Future Agenda Items - Winter Protection - C.J. MacKenzie Building; Liquidated Damages Clause - Central Heating Plant and Quadrangle Tunnel Link.

REPORT OF THE CAMPAIGN COMMITTEE:

Mr. Coolican reported that the organization of the campaign was proceeding satisfactorily, and that the results to date were most encouraging. Several firms and individuals had contributed without being canvassed, and there seemed to be a pattern of increased giving from all quarters.
REPORT OF
THE FINANCE
COMMITTEE:

The minutes of the 50th meeting were circulated with the notice of meeting as a Report of the Finance Committee, with Financial Statements for the year ending June 30, 1965 attached. (A copy of this Report and Statements are attached to the original of these minutes.)

Mr. Elderkin led the discussion of the Report, and drew attention to the following items:

Sales Tax Consultant - Mr. Ronald G. McLean who visited Carleton for one day at a cost of $50 plus $15 expenses, reported that he was satisfied with the current procedure of submitting Sales Tax claims. Mr. James Dixon, another Sales Tax Consultant whose fee was a percentage of rebates received, had been invited to visit the University to discuss this matter the next time he is in the area.

Public Liability and Property Damage Insurance - The University had considered dropping by an endorsement to its public liability and property damage insurance a duplicate coverage on risks arising out of construction on the site at a saving of $1,700 for the year 1964-1965. Mr. Lawrence had been consulted and his opinion was that there is a very practical contingent liability which will always exist for the University insofar as costs, investigation, and legal fees are concerned, and if the matter were really serious he could foresee circumstances in which these costs might be substantially in excess of whatever saving might be made in the premium as a result of the type of endorsement under consideration. The Finance Committee agreed to recommend that this insurance coverage be retained.

Student Loans - The Finance Committee recommended approval in principle of a proposal whereby student loans would be issued through the bank on a similar basis and at the same rate of interest as Canada Student Loans. Under this scheme the University would guarantee the principal but would not be liable for any unpaid interest.

Second Mortgages - The following second mortgages were approved:

- Benjamin W. Jones, Associate Professor of English - $1,000 - 5-year mortgage amortized over 15 years;
- A.J. Earp, Registrar - $5,250 - 5-year mortgage amortized over 15 years;
- H.B. Neatby, Associate Professor of History - $4,500 - 5-year mortgage amortized over 10 years.

The total of mortgages outstanding at June 30, 1965 was $41,051.74.
Residence Fees Refunds - The Finance Committee recommended approval of a refund of $15 per month for each student sharing doubled-up accommodation and $10 per month in cases where three students share a double room.

Parking Fees - The Finance Committee recommended approval of the following fee schedule for the period September 1966 to August 1968.

<table>
<thead>
<tr>
<th></th>
<th>NEW FEE</th>
<th>OLD FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty and Staff Reserved</td>
<td>$42.00</td>
<td>$35.00</td>
</tr>
<tr>
<td>Faculty and Staff General</td>
<td>$24.00</td>
<td>$20.00</td>
</tr>
<tr>
<td>Residence Students with heaters (September - May)</td>
<td>$35.00</td>
<td>$35.00</td>
</tr>
<tr>
<td>Residence Students without heaters (September - May)</td>
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<td>$20.00</td>
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<tr>
<td>Full-Time Student (September - May)</td>
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<tr>
<td>Part-Time Student (September - May)</td>
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<tr>
<td>Motor Scooter</td>
<td>$7.00</td>
<td>$7.00</td>
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<tr>
<td>Extension</td>
<td>$2.00</td>
<td>$1.00</td>
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<tr>
<td>Evening Summer School</td>
<td>$5.00</td>
<td>$3.00</td>
</tr>
<tr>
<td>Day Summer School</td>
<td>$5.00</td>
<td>$3.00</td>
</tr>
</tbody>
</table>

International Union of Operating Engineers - When negotiations broke down between the International Union of Operating Engineers and the University the Conciliation Officer had recommended that a Conciliation Board be appointed. Mr. J.J. Urie, Q.C. had been appointed by the University to the Board of Conciliation and Mr. R.K. Laishley, Q.C. had agreed to serve as counsel.

Financial Statements for the Year Ending June 30, 1965 - Total current income for the year was $4,574,871; total current expenditure $4,667,895; and the deficit $93,024. The budget deficit was $78,884.

The operation of the Residences and University Commons had not been as satisfactory as expected - there was a combined deficit of $24,000 after mortgage payments of $69,000. Increased residence fees and summer conference fees would have to be considered for next year. Bookstore profit was $32,840. The Financial Statements included three explanatory notes as follows:

1. 5-3/8% mortgage on Residences and University Commons, due in 2014, payable in monthly instalments totalling $86,471.64 per annum;
2. 5-1/2% Debentures maturing at various dates between July 16, 1964 and June 15, 1995, payable in annual instalments of principal and interest amounting to $374,988.37 from grants by the Provincial Government;
3. The approximate liability arising out of capital commitments entered into prior to June 30.
Bursar’s Office Changes — On the recommendation of Mr. Turner, the Finance Committee recommended that the following be approved:

- Mr. J.W. Wallace had resigned effective November 30, 1965;
- Mr. R.G. Jenkins, Assistant Controller, had agreed to re-assume the responsibility of the general office, but to do this had to be largely relieved of his new responsibilities for capital reporting, effective September 1, 1965;
- Mr. D.C. McEown had been transferred from his position as Administrative Assistant to that of Assistant Controller (Capital), with salary increased from $6,700 to $7,200 per annum, effective September 1, 1965;
- Mr. B.E. Flumerfelt had been transferred from his position as Security Officer to that of Administrative Assistant to the Bursar, with salary increased from $5,640 to $6,000 per annum, effective September 1, 1965;
- Mr. G.H. Reimer had been appointed Security Officer at a salary of $5,700 per annum, effective September 20, 1965;

Arising out of this reorganization, certain additional duties would fall on Mr. Jenkins and Mrs. Deskin. For this reason, and because of their present effective work and heavy loads, Mr. Turner recommended increases in annual salary, effective September 1, 1965, of $300 for Mr. Jenkins and $200 for Mrs. Deskin.

It was agreed (a) that the Report of the Finance Committee be adopted, and (b) that the Financial Statements for the year ending June 30, 1965 be approved as submitted.

REPORT OF THE INVESTMENT COMMITTEE:

The Minutes of the 88th meeting of the Investment Committee 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.)

REPORT OF COMMITTEE ON SELECTION OF CHAIRMAN OF THE BOARD:

The Chancellor reported that the Committee had first made sure that Judge Gibson would not change his decision to retire as Chairman of the Board before considering seriously and objectively the election of his successor.
The demands on the Chairman of the Board were growing, and the Committee agreed that the Chairman of the Board should be a young man, compatible with the President in every way, and with a feeling for the academic side of the picture. The physical and financial expansion of the University is certain to be of growing importance and to have a closer relationship to the academic programme that ever before. With these specifications for Chairman in mind, the Committee recommended:

(a) that Mr. D.A. Golden, who had a great deal of experience as Chairman of the Building Committee, be elected Chairman of the Board

(b) that the Chairman of the Board be elected for a three-year term, eligible for re-election for only one additional three-year term.

It was noted with regret that Mr. Golden was in hospital in New York at the moment, but that he expected to be well again within a few weeks.

The Board unanimously approved the recommendation that Mr. Golden be elected Chairman of the Board for a three-year term and the recommendation regarding the term of office.

Mr. Elliott had given notice of motion at the 166th meeting of the Board. When this motion was first presented to the 167th meeting, consideration of it was deferred.

After some discussion Mr. Elliott advised that he was withdrawing his motion at this time.

The President reported that while the construction strike had delayed completion of the Residences, the doubling-up in the existing residences was not as extensive as expected.
The increase in student enrolment was not as high as expected, but this appeared to be the general trend across the province. The University had budgeted for 3,380 full-time students but in fact just over 3,000 had registered to date. This drop might affect future planning. The student to staff ratio was about 15:1. The graduate enrolment was about 230-240 full-time students and about the same number of part-time students.

The report of the Bladen Commission which had been set up by the Association of Universities and Colleges of Canada to look into the financing of universities was now finished, and it was expected that the Report of the Duff Commission on University government, set up by academic associations of universities, would be ready shortly. It was suggested that copies of these reports be circulated to members of the Board when available.

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

<table>
<thead>
<tr>
<th>Appointment Type</th>
<th>Name</th>
<th>Position</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Appointments</td>
<td>C.L. Chakrabarti</td>
<td>Assistant Professor of Chemistry</td>
<td>$9,000</td>
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<td></td>
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<td>$300 travel</td>
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<td>Mrs. Dolores Bedingfield</td>
<td>Lecturer in English</td>
<td>$7,400</td>
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<tr>
<td>Administrative Appointments</td>
<td>Mrs. Judith Patterson</td>
<td>Assistant Information Officer</td>
<td>$5,000</td>
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<td>Mrs. Mary C. Cooper</td>
<td>Junior Reference Librarian</td>
<td>$5,700</td>
</tr>
<tr>
<td>Technical Appointments</td>
<td>John Hogg</td>
<td>Senior Technician 2, Geology</td>
<td>$6,300</td>
</tr>
<tr>
<td></td>
<td>Graham MacDonald</td>
<td>Intermediate Technician, Geology</td>
<td>$4,980</td>
</tr>
<tr>
<td></td>
<td>John Putnaerglis</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Junior Technician 2, Chemistry</td>
<td></td>
<td>$3,800</td>
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<tr>
<td>Technical Appointments</td>
<td>Mike Prendin</td>
<td>Machine Shop Technician, Physics</td>
<td>$5,000</td>
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Technical Appointments - effective August 15, 1965
Peter C. Bertels
Intermediate Technician 2, Chemistry $5,500

Technical Appointments - effective September 13, 1965
Blanche Vachon
Technical Assistant, Biology $3,200

Technical Appointments - effective September 15, 1965
Jean Guy Asselin
Technician, Modern Language Laboratory $6,000

Technical Appointments - effective September 20, 1965
Imre Hajdu
Intermediate Technician, Engineering $4,500

Technical Appointments - effective November 1, 1965
D.J.M. van der Weijden
Intermediate Technician, Biology $4,500

Appointments not taken up
S. Bhaduri, Associate Professor of Engineering
Krishna Tewary, Assistant Professor of Mathematics

Sabbatical Leave - half-salary - 1965-1966
Isabel L. Bayly, Assistant Professor of Biology
half regular salary from September 1, 1965 to June 30, 1966.

Resignations
Vivian Macdonald, Assistant Information Officer

Termination of Employment - Effective September 30, 1965
R.A. Hall
Storekeeper, Physics Department

It was agreed that the date of the October Board meeting be advanced to October 31 because the President and Bursar would be attending a meeting of the Association of Universities and Colleges of Canada in Vancouver on the regular Board meeting date. It was agreed that this notice of change of date be circulated to members as soon as possible.
C.M.H.C. MORTGAGE - 1965 RESIDENCES:

Mr. Turner reported that the Province of Ontario had accepted a total project cost for the 1965 Residences which made possible a C.M.H.C. loan of $1,373,000 instead of the $1,336,000 previously estimated and approved and that he had been advised that it was not necessary to rewrite the mortgage from the original amount of $1,574,000.

It was agreed that the Board of Governors approve the borrowing of $1,373,000 from C.M.H.C. by mortgage for the 1965 Residences (Grenville and Russell Houses) with a 50-year term, interest at 5-3/8% compounded half yearly and equal semi-annual repayments of principal and interest of $39,698.46.

REMISSION OF FEES:

It was agreed that there be remission of fees for two blind students and five African students in the academic year 1965-66.

DEBENTURE PAYMENT:

Mr. Turner reported that he had been informed by the Director of Finance, Department of University Affairs, that the cheque covering the first year's interest and principal had gone directly from the Province of Ontario to the Ontario Universities Capital Aid Corporation when the first debenture payment fell due.

APPOINTMENT OF CUSTOMS & EXCISE AGENTS - LIBRARY:

It was agreed that Mr. Turner be authorized to use the corporate seal on the documents appointing two members of the Library staff as Customs & Excise agents.

STUDENTS' COUNCIL EMPLOYEES:

It was agreed that full-time staff members, (one at the present time), of the Students' Council be added to the University payroll so that they will be eligible for staff welfare benefits, to be largely paid for by the Students' Council.
Mr. Turner reported that Carleton University was the residual legatee of this estate and that the estate had a total value of $137,382. This bequest was to set up scholarships for worthy students.

It was agreed that the Bursar be authorized to use the corporate seal on the Discharge of Mortgage in connection with the second mortgage repaid by

Blanket Authority to Use Corporate Seal - It was agreed that the Bursar be authorized to use the Corporate Seal on discharges such as the above when the total amount has been repaid.

On motion duly made, seconded and unanimously carried, the following resolution was passed:

BE IT RESOLVED:

1. That to enable Carleton University (hereinafter referred to as the "University") to finance through the Ontario Universities Capital Aid Corporation the capital expenditure which the Board of Governors of Carleton University deems necessary for the purposes of the University, the University do borrow pursuant to the powers as set out in Section 14 of the Carleton College Act, 1952 the sum of One Million Four Hundred Thousand Dollars ($1,400,000) and for that purpose and for securing payment of the sum so borrowed and the interest thereon, the University do make and issue Debentures of the University (hereinafter referred to as the "Debentures") in the principal amount of One Million Four Hundred Thousand Dollars ($1,400,000) and sell the same to The Ontario Universities Capital Aid Corporation.

2. That the Debentures be dated the 15th day of September, 1965 and bear interest from the 15th day of September, 1965 at the rate of per centum (5½%) and be payable as to principal and as to interest upon the principal amount from time to time unpaid, in equal annual payments of principal and interest combined of Ninety-Six Thousand, Three Hundred and Twenty-Seven Dollars and Fifty-five Cents ($96,327.55) each upon the 15th day of September in each of the years 1966 to 1995 inclusive by cheque delivered by post to the registered holder from time to time of the Debentures.
3. That the Debentures be issued initially as fully registered Debentures in the denomination of One Million Four Hundred Thousand Dollars ($1,400,000).

4. That the Board shall cause to be kept at the office of the Secretary of the Board a register in which shall be entered the names and addresses of the holders of fully registered Debentures and particulars of Debentures held by them respectively and in which any transfers of Debentures may be registered.

5. That application be made to the Minister of University Affairs for determination of the amount of the capital expenditure of the University which may be financed through The Ontario Universities Capital Aid Corporation and for a recommendation of the Minister of University Affairs to the said Corporation in respect of the purchase by the Corporation of the Debentures as provided for in this resolution.

6. That The Ontario Universities Capital Aid Corporation be requested to seek the approval of the Lieutenant Governor in Council in respect of the purchase by the Corporation of the Debentures as provided for in this resolution.

7. That the officers of the Board be and they are hereby authorized and directed to execute such instruments and to affix the seal of the University thereto and to do such other acts as to them may seem necessary or advisable in order to give effect to the foregoing.

STAFF CHANGES:

It was agreed that the following list of staff changes, which had been circulated with the notice of meeting, be approved:

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<tr>
<th>Employment</th>
<th>Effective</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mrs. Christine Adams</td>
<td>September 13, 1965</td>
<td>$200</td>
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<tr>
<td>Junior Processor, Library</td>
<td></td>
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<tr>
<td>Mrs. Heather Barnes</td>
<td>July 12, 1965</td>
<td>230</td>
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<tr>
<td>Junior Circulation Assistant, Library</td>
<td></td>
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<tr>
<td>Mrs. Jade Belyea</td>
<td>August 1, 1965</td>
<td>230</td>
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<tr>
<td>Junior Circulation Assistant Library</td>
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<tr>
<td>Miss Sharon J. Brayne Clerk-typist, Development Office</td>
<td>August 16, 1965</td>
<td>275</td>
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<tr>
<td>Mrs. Annie Campbell</td>
<td>July 1, 1965</td>
<td>260</td>
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<tr>
<td>Clerk-typist, Plant Supervisor's Office</td>
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<tr>
<td>Miss Pauline Conibear</td>
<td>September 7, 1965</td>
<td>285</td>
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<tr>
<td>Library Technician</td>
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<tr>
<td>Mrs. Irene M. Conway</td>
<td>September 1, 1965</td>
<td>225</td>
</tr>
<tr>
<td>Junior Order Assistant, Library</td>
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<td></td>
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<tr>
<td>Employment of</td>
<td>Effective</td>
<td>Salary</td>
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<tr>
<td>Mrs. Evelyn Cusson</td>
<td>July 19, 1965</td>
<td>$240</td>
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<tr>
<td>Assistant Cashier, Bursar's Office</td>
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<tr>
<td>Miss Dolores Davey</td>
<td>September 1, 1965</td>
<td>185</td>
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<td>Wending Assistant, Library</td>
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<tr>
<td>Miss Penny Davies, Faculty Secretary, Economics</td>
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<tr>
<td>Mr. Peter Deschamps</td>
<td>July 21, 1965</td>
<td>275</td>
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<tr>
<td>Stock Clerk, Bookstore</td>
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<tr>
<td>Mrs. Lorraine Desrosiers</td>
<td>July 1, 1965</td>
<td>200</td>
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<tr>
<td>Faculty Secretary, Modern Languages</td>
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<tr>
<td>Mr. Gordon Drysdale</td>
<td>August 1, 1965</td>
<td>325</td>
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<tr>
<td>Security Guard, Maintenance</td>
<td></td>
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<tr>
<td>Mrs. Diane Frederickson</td>
<td>August 16, 1965</td>
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<tr>
<td>Keypunch Operator, Data Processing Centre</td>
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<td>Miss Nancy Hazen</td>
<td>September 7, 1965</td>
<td>225</td>
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<td>Junior Order Assistant, Library</td>
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<tr>
<td>Mr. Arnold Hovey</td>
<td>October 1, 1965</td>
<td>290</td>
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<tr>
<td>Security Guard, Buildings &amp; Grounds</td>
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<tr>
<td>Mrs. Wendy Herbertson</td>
<td>June 21, 1965</td>
<td>225</td>
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<tr>
<td>Clerk-cashier, Bookstore</td>
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<tr>
<td>Mr. Peter Hall</td>
<td>July 5, 1965</td>
<td>185</td>
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<tr>
<td>Mail Clerk, Mail Room</td>
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<tr>
<td>Mrs. Veda Kelly</td>
<td>September 1, 1965</td>
<td>205</td>
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<tr>
<td>Junior Processor, Library</td>
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<tr>
<td>Mr. Terrence Kilmartin</td>
<td>June 21, 1965</td>
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<tr>
<td>Mail Clerk, Mail Room</td>
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<td>Mrs. Maisie King</td>
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<td>Clerk-typist, Bursar's Office</td>
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<td>Miss Rose Marie Lanois</td>
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<td>Clerk, Multilith Room</td>
<td>July 12, 1965</td>
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<td>Mr. Reginald Letourneau</td>
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<td>Multilith Operator</td>
<td>September 1, 1965</td>
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<tr>
<td>Miss Suzanne Marcotte</td>
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<tr>
<td>Parking Clerk, Bursar's Office</td>
<td>July 19, 1965</td>
<td>235</td>
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<tr>
<td>Mr. Hans Marek</td>
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<tr>
<td>Maintenance Department</td>
<td>July 19, 1965</td>
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<td>Employment of</td>
<td>Effective Date</td>
<td>Salary</td>
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<tr>
<td>Mr. Paul Markwick</td>
<td>July 1, 1965</td>
<td>$250</td>
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<tr>
<td>Assistant to Supervisor of Athletic Facilities</td>
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<tr>
<td>Mrs. Joan Martell</td>
<td>August 1, 1965</td>
<td>325</td>
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<tr>
<td>Faculty Secretary, Psychology</td>
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<tr>
<td>Mrs. Enid Pritchard</td>
<td>September 1, 1965</td>
<td>210</td>
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<tr>
<td>Junior Periodicals Assistant, Library</td>
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<tr>
<td>Mrs. Elsie Panchard</td>
<td>October 1, 1965</td>
<td>300</td>
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<tr>
<td>Faculty Secretary, Political Science</td>
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<tr>
<td>Mrs. Gail Rees</td>
<td>June 28, 1965</td>
<td>235</td>
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<tr>
<td>Paperback Clerk, Bookstore</td>
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<tr>
<td>Miss Marilyn Rennick</td>
<td>September 7, 1965</td>
<td>230</td>
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<tr>
<td>Junior Bibliographer, Library</td>
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<tr>
<td>Mr. William Riddell</td>
<td>July 5, 1965</td>
<td>350</td>
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<td>Draftsman, Engineering Services</td>
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<tr>
<td>Miss Ruth R. Rintoul</td>
<td>September 7, 1965</td>
<td>285</td>
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<tr>
<td>Library Technician, Library</td>
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<tr>
<td>Miss Sandra Rumbles</td>
<td>July 6, 1965</td>
<td>250</td>
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<tr>
<td>Stenographer, Bursar's Office</td>
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<tr>
<td>Mrs. Ingrid Sandeman</td>
<td>July 19, 1965</td>
<td>325</td>
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<tr>
<td>Secretary to Dean of Students</td>
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<tr>
<td>Mrs. Claudia Jean Spencer</td>
<td>August 23, 1965</td>
<td>225</td>
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<td>Junior Order Assistant, Library</td>
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<td>Mr. J. Pierre Taillefer</td>
<td>August 1, 1965</td>
<td>185</td>
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<td>Mail Clerk, Mail Room</td>
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<tr>
<td>Miss Joanne Tardif</td>
<td>September 1, 1965</td>
<td>250</td>
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<tr>
<td>Stenographer, History and English</td>
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<tr>
<td>Mr. Percy Weckworth</td>
<td>September 13, 1965</td>
<td>250</td>
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<tr>
<td>Maintenance Department</td>
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<tr>
<td>Mrs. Auriel Whelan</td>
<td>July 1, 1965</td>
<td>250</td>
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<tr>
<td>Library Technician, Library</td>
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Salary increase for

Miss June Byers
Records Clerk, Development
From $275 per month
To $290 per month

Mr. John Ebersole
AVA Technician
From $375 per month
To $416.66 per month

Mr. Clifford A. Parslow
Maintenance Department
(as per union agreement)
From $280 per month
To $285 per month

Mr. Karl Richter
Maintenance Department
(as per union agreement)
From $280 per month
To $285 per month

Mr. Ross Robinson
AVA Technician
From $433.33 per month
To $475.00 per month

Effective
September 1, 1965

Leave Without Pay

Mrs. Jade Belyea
Junior Circulation Assistant, Library
7 days in August

Mrs. Pearl Fisher
Faculty Secretary, Political Science
½ day in July

Mrs. Marjorie Houston
Secretary to Purchasing Agent
(with Doctor's certificate)
June 28 to August 31

Mrs. Mary Jones
Faculty Secretary, Political Science
2½ days in July

Mrs. Mary Low
Faculty Secretary, Psychology
(11 days in July)
(10 days in August)

Mrs. Katherine McCollan
Junior Circulation Assistant, Library
August 12 to September 3

Mrs. Ingrid Sandeman
Secretary to Dean of Students
10 days in July

Mrs. Kay Yull
Faculty Secretary, Biology
(3 days in April)
(3 days in July)
Returning from Leave of Absence Without Pay

Mrs. Margaret Atherton (nee Helwig)  
Junior Cataloguer, Library  
July 1, 1965

Mrs. Diana-Rose Kerr, Reserve Books Assistant, Library  
August 18, 1965

Resignation of

Miss Bonnie Bissett, Junior Order Assistant, Library  
August 31, 1965

Mrs. Lillian Buckler, Order Typist, Library  
August 20, 1965

Mrs. Susan Capell, Clerical Assistant, Library  
August 31, 1965

Mrs. Heather Cox, Research Assistant, Sociology  
July 31, 1965

Mrs. Frances Crowe, Clerk-typist, Bursar's Office  
June 8, 1965

Mrs. Isabellla Pianer, Stenographer, President's Office  
September 19, 1965

Mr. Wayne Gillespie, Mail Clerk, Mail Room  
July 28, 1965

Mrs. Marika Kemeny, Junior Order Assistant, Library  
August 31, 1965

Mrs. Doris Maguire, Clerk-Cashier, Bookstore  
June 30, 1965

Miss Karen Partington, Junior Clerical Assistant, Library  
August 31, 1965

Mr. Ronald Pawlowski, Multilith Operator  
October 1, 1965

Mr. Louis Poulloite, Control Foreman, Maintenance  
September 16, 1965

Mr. John G. Prinsep, Junior Reference Librarian, Library  
September 30, 1965

Mrs. Elsie Puchard, Stenographer, Plant Supervisor's Office  
June 30, 1965

Miss Jeraldene D. Samson, Senior Reference Typist, Library  
September 15, 1965

Miss Gena Steel, Receptionist, Registrar's Office  
April 30, 1965

Miss Marguerite Uren, Junior Clerical Assistant, Library  
September 15, 1965

Miss Audrey Voice, Junior Orders Typist, Library  
July 31, 1965

Mrs. Carolyn Whitfield, Secretary to Head of Residence  
August 18, 1965

Appointments Not Taken Up

Miss Elizabeth Jenkyns, Junior Periodicals Assistant, Library

Miss Donna Rae Mundy, Junior Order Assistant, Library

RESOLUTION OF
APPRCIATION TO
CHAIRMAN OF THE
BOARD:

It was unanimously agreed that this Board record its sincere thanks and appreciation for the outstanding services rendered by Judge Gibson to Carleton University over the many years since its inception, and expresses the hope that he might find it possible to continue as a member of the Board.
TERMINATION:  The meeting terminated at 2:45 p.m.

F.J. Turner,  His Honour Judge C.C. Gibson,
Secretary.  Chairman.