CARLETON UNIVERSITY

Minutes of the 172nd Meeting

of the

BOARD OF GOVERNORS

Time: Thursday, January 27th, 1966 at 12:45 p.m.
Place: Faculty Lounge - Paterson Hall.

PRESENT:

Mr. D.A. Golden, Chairman, Mr. G.E. Beamont, Mr. John C. Clarke,
Dr. A.D. Dunton, Mr. C.F. Elderkin, Mr. C.H. Everett, Mr. C.H. Hulse,
Dr. C.J. MacKenzie, Mr. M.W. MacKenzie, Dr. Grace E. Maynard, Mr.
T.R. Montgomery, Dr. H. Pullen, Mr. L. Rasminsky and Mrs. A.H. Zimmerman.
Also present: Mr. Watson Balharrie, Professor G.R. Love, Mr. Pat Murray,
Mr. Tim Murray, Mr. Jim Strutt, Mr. F.J. Turner and Mr. J.E. Whennham.

MINUTES:

The minutes of the previous (171st) meeting were approved as distributed.

RESIGNATION OF BOARD MEMBER:

The President reported that he and others had tried to persuade Mr.
Connor to continue as a member of the Board, but Mr. Connor had indicated that he preferred that his resignation be accepted.

The Board therefore reluctantly accepted his resignation, and unanimously resolved that it express to Mr. Connor, who was a charter member of the Ottawa Association for the Advancement of Learning, its warm thanks and deep appreciation for his many years of valuable service as a member of the Board of Governors.

APPOINTMENT OF BOARD MEMBER:

It was reported that it had been necessary for Mr. Coolican to resign as Chairman of the Campaign because of his move from the City. However, he did agree to continue as Co-Chairman of the Campaign with Mr. F.K. Venables.

It was agreed that Mr. Venables be appointed to the Board to retire in 1968.

COLLEGE OF EDUCATION:

Dr. Dunton reported that he had written to the Minister of Education expressing the University's interest in being associated with a College of Education. He hoped to discuss this matter personally with the Minister in the near future.

REPORT OF THE BUILDING COMMITTEE:

The minutes of the 88th meeting of the Building Committee were circulated with the notice of meeting as a Report of the Committee (A copy of this Report is attached to the original of these minutes).
REPORT OF THE BUILDING COMMITTEE (Continued):

Arts II Building - Mr. Strutt presented a model of the proposed building, and described it briefly. He said that the building was ready to go to tender, and that he still hoped that it could be completed by the fall of 1967.

Multi-Use Hall - Mr. Murray presented a model, sketches and elevations of his proposal for a multi-use hall.

The consensus was that this building would be a useful and valuable addition to the facilities of the University, but it was recognized that its cost presented a very difficult problem.

Dr. Maynard led the discussion of the report, and the Board agreed to approve the following recommendations of the Building Committee which are marked by an asterisk:

* Administration Building - Appointment of Architect - that Murray and Murray be appointed architects for this project under standard contract terms and conditions.
* Library - Additional Space - that the Library be given additional work space on the second level and all of the fifth level, which involves installation of carpet, lights and bookshelves.
* Geology Building - Appointment of Architect - that Mr. Schoeler of Schoeler, Barkham and Heaton be appointed architect for this project under standard contract terms and conditions.
* Railroad Underpass and Road Contract - that planning proceed, and that decision be deferred on the planning for the overpass until the final report is received from DeLeuw Cather.
* Capital Equipment
  Tory Building - 3rd, 4th & 6th Levels - expenditures of $79,480 for Biology and $8,682 for Geology.
* Gymnasium Addition - expenditure of $37,479 for furniture and equipment to be included in the planning
* Arts II Building
  Faculty Office Standard - that the maximum total cost per office to be used in this building be $764.40.

It was reported that the Chairman of the Building Committee had met with Mr. Strutt in an attempt to expedite the calling of tenders, and that he was satisfied that the Architects Collaborative was able to properly supervise the construction contract.

Mr. Balharrin recommended tender by invitation. He suggested that the contractors, after they had examined the contract documents, be invited to attend a meeting with University officials who could assess their ability to construct a building of this size by September of 1967. He also suggested that a schedule of tender closing dates in the area be obtained from the Buildings' Exchange so that the Arts II Building tender closing date would not conflict with that of other large jobs.
REPORT OF THE BUILDING COMMITTEE (continued):
The Board recognized that there were still some financial matters to be settled with the Provincial Government, but in view of the need to have the building ready for occupancy by September of 1967, it was agreed to authorize the immediate calling of tenders on the Arts II Building.

There was some discussion of the advantages and disadvantages of tender by invitation. On a motion duly seconded and carried it was resolved that tenders be by invitation, with the Building Committee empowered to decide, in consultation with Mr. Balharrie, which contractors to invite.

STUDENTS' UNION:
Dr. Dunton reported that the Students' Council had requested that representatives attend the next Board meeting to present a proposal with respect to the financing of the Students' Union.

REPORT OF THE INVESTMENT COMMITTEE:
The Minutes of the 91st meeting of the Investment Committee were circulated with the notice of meeting as a report of the 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 approved as distributed.

REPORT OF THE STAFF WELFARE COMMITTEE:
The minutes of the 26th meeting of the Staff Welfare 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).

Dr. Dunton led the discussion and drew attention to the following recommendations which are marked by an asterisk:

Definition of retirement - The Staff Welfare Committee discussed the definition of retirement because of the difficulties involved in deciding whether a person who is undertaking a reduced work load after age 65 is eligible for membership in the various staff welfare plans. It was agreed that members of staff should be made aware that they are expected to retire at age 65 unless invited by the University to continue as full-time members of staff.

* that if re-appointed on a full-time basis, the staff member must then make the decision whether to take his pension at that date or not.
* that if re-appointed on a part-time basis, the staff member automatically takes his pension.

Total Disability Plan - The Insurance Company of North America had indicated that it would increase the benefit payable from 62% to 64% of the employee's base monthly salary (to cover the revised contribution of a total of 14% to the Retirement Plan) at no increase in premium. However, the maximum monthly benefit would be based on an annual salary of $20,926 instead of $21,600 as at present.

* that this proposal be accepted.

It was agreed that the Report of the Staff Welfare Committee be approved.
SCHOOL OF ARCHITECTURE:

The President reported that a proposal was being prepared for establishing a School of Architecture, and would be circulated to members of the Board as soon as available. The carrying out of the proposal would depend on the agreement and approval of the Provincial Government.

JOINT COMMITTEE ON THE DUFF-SHERDAL REPORT:

The President reported that the Carleton University Academic Staff Association and the Senate of the University had suggested that a joint committee be established to consider the recommendations in the Duff-Sherdal Report when it is published, and to make recommendations to the Senate and Board.

The suggestion was that the committee be composed of members from the Board, from the Senate, (the Senate representatives to include nominees of the Academic Staff Association,) and the Administration. It was proposed to have four members from the Senate and an equal number from the Board. After this suggestion had been received, the students had asked to be represented on the committee as well.

It was agreed that such a committee be established with representatives from the Board, Senate, and the Academic Staff Association, and that this committee then consider the matter of student representation.

REMISSION OF FEES - PRESIDENT AND CONTROLLER OF THE STUDENTS' COUNCIL:

The Students' Council had requested that tuition fees be remitted for its President and Controller on the grounds that some of their work was of benefit to the Administration of the University.

It was agreed that this request be refused, but that instead the University match the honoraria paid to them by the Council - $300 to the President and $150 to the Controller this year.

REMISSION OF FEES - RECIPROCAL EXCHANGE WITH OTHER UNIVERSITIES:

The Board did not favour the request of the Carleton University Academic Staff Association that consideration be given to the idea of extending the tuition fees for dependents of staff members to cover some form of exchange with other universities remitting fees.

APPOINTMENTS, ETC.:

On the recommendation of the President, the following were approved:
APPOINTMENTS, ETC., (Continued):

ACADEMIC APPOINTMENTS

Effective July 1, 1966

Paul Mandle, Professor of Mathematics  
James B. Waugh, Associate Professor of Economics

Brian P. Dawkins, Associate Professor of Mathematics  
James Downey, Assistant Professor of English

C. Maclachlan, Assistant Professor of Mathematics  
D.F.R. Taylor, Assistant Professor of Geography

Bruno Roy, Lecturer in French  
Hans-Helfrid Schmidt, Lecturer in German

Marion J. Watson, Lecturer in Mathematics

INCREASE IN SALARY

Effective December 1, 1965

John Putnaerglis, Junior Technician in Chemistry

from $3,800 to $4,160

Effective January 1, 1966

F.T. Alexander, Machine Shop Technician, Science Workshop

from $4,740 to $5,340

Earl Gray, Machinist, Science Workshop

from $5,600 to $6,100

Stephen Szick, Machinist, Science Workshop

from $5,700 to $6,200

RESIGNATIONS

Effective January 14, 1966

Mike Preudin, Machine Shop Technician, Science Workshop

Effective June 30, 1966

G.E. Tanyi, Assistant Professor of Mathematics

SABBATICAL LEAVE 1966-1967

P.A. Hill, Associate Professor of Geology

WITHDRAWAL OF REQUEST FOR SABBATICAL LEAVE 1966-1967

H.B. Neatby, Assistant Professor of History
Mr. Turner reported that the gross value of the estate of the late Mary Edith Stitt was about $390,000 and that specific bequests amounted to about $40,000. The designated use of the bequest of one-quarter of the residue of the estate was to establish scholarships and bursaries.

The following list of staff changes, which had been circulated with the notice of meeting, was approved:

<table>
<thead>
<tr>
<th>Employment of</th>
<th>Effective</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Frank Boszormenyi,</td>
<td>January 4, 1966</td>
<td>$250</td>
</tr>
<tr>
<td>Maintenance Department</td>
<td>December 13, 1965</td>
<td>200</td>
</tr>
<tr>
<td>Miss Marjorie Dickson,</td>
<td>December 13, 1965</td>
<td>200</td>
</tr>
<tr>
<td>Typist/Processor, Library</td>
<td>December 29, 1965</td>
<td>416.67</td>
</tr>
<tr>
<td>Mr. William L. Fitzpatrick,</td>
<td>January 1, 1966</td>
<td>250</td>
</tr>
<tr>
<td>Office Supervisor, Bookstore</td>
<td>December 1, 1965</td>
<td>395</td>
</tr>
<tr>
<td>Mr. John Joseph Harrigan,</td>
<td>November 15, 1965</td>
<td>200</td>
</tr>
<tr>
<td>Night Porter, Residence</td>
<td>January 1, 1966</td>
<td>245</td>
</tr>
<tr>
<td>Mr. Gerald Joannis,</td>
<td>November 15, 1965</td>
<td>200</td>
</tr>
<tr>
<td>Maintenance Department</td>
<td>January 1, 1966</td>
<td>245</td>
</tr>
<tr>
<td>Miss Marlon Angela Moore,</td>
<td>November 15, 1965</td>
<td>200</td>
</tr>
<tr>
<td>File Clerk, Registrar's Office</td>
<td>January 1, 1966</td>
<td>245</td>
</tr>
<tr>
<td>Miss Emilia S. Stopa,</td>
<td>January 1, 1966</td>
<td>245</td>
</tr>
<tr>
<td>Data Processing Centre</td>
<td>January 1, 1966</td>
<td>245</td>
</tr>
</tbody>
</table>

Salary Increase For:

Miss Joan Elizabeth Condie
Secretary, Sociology
From $250 per month
To $265 per month
January 1, 1966

Miss Beverley Starr
Secretary, Registrar's Office
From $275 per month
To $285 per month
January 1, 1966

Resignation of:

Mrs. Dorothy Hayley,
Reference Assistant, Library
December 30, 1965

Mr. William Geoffrey Hill,
Nigh Porter, Residence
December 29, 1965

Mr. Reginald Letourneau,
Multilith Room
December 31, 1965

Mrs. Connie Lynch,
File Clerk, Registrar's Office
November 20, 1965

Mr. Felix J. Fabian,
Buildings and Grounds
December 31, 1965
STAFF CHANGES (Continued):

Leave Without Pay

Mrs. M. Margaret MacLean,
Graduate Studies 5 days in November, 1965
Mrs. Joan Elizabeth Martell, 2 days in August, 1965 and
Secretary, Psychology 1 day in November, 1965
Mrs. Dolores B. Neilson, 4 days in July, 1965
Secretary, Science

AGREEMENT WITH DEPARTMENT OF NATIONAL DEFENCE:

It was agreed that the agreement with the Department of National Defence, by which Dr. F.G. Patten is nominally on the staff of the University, be extended for another year to June 30, 1967.

RESIDENCE FEES:

It was reported that unless the residence fees were increased, the University would face a substantial deficit next year.

After some discussion it was agreed (a) that residence fees for 1966-67 be $750 and $790 for double and single occupancy respectively (both including a $3 Residence Association Fee); and (b) that the deferred payment fee for payment in two instalments be increased from $7 to $8.

Mr. Turner reported that under the open resolution authorizing the creation of debentures covering the six-month period ending March 31, 1966, a debenture of $700,000 had been issued, dated January 15, 1966.

A letter protesting the use of non-union labour had been received from the Building and Construction Trades Council of Ottawa, Hull and District. It was agreed that the reply to the letter state that this matter would receive consideration.

DEBENTURE:

Professor Love and Mr. Whenham were complimented on this document which provides information for architects and other consultants concerning the organization related to planning and contract supervision at Carleton University.

BUILDING AND CONSTRUCTION TRADES COUNCIL:

STATEMENT OF OPERATING INCOME AND EXPENDITURE:

Copies of a statement of Operating Income and Expenditure for the six months ended December 31, 1965 were circulated at the meeting. These showed estimated operating income for the year 1965/66 at $5,573,885, operating expenditure as $5,726,717 and a deficit for the year of $152,832.
SUMMARY OF CAPITAL EXPENDITURE:

Copies of a summary dated January 26, 1966 were circulated at the meeting. This summary showed a deficit at June 30, 1964 of $758,968 and an estimated cumulative balance of $11,743,457 at June 30, 1969, which represents the amount which the University will have to find from its own resources. Estimated revenue from the Province will be $39,956,222 and estimated revenues from Federal tax rebates and C.M.H.C. mortgages will be $335,243 and $5,646,536.

TERMINATION:

The meeting terminated at 2:55 p.m.

F.J. Turner
Secretary

D.A. Golden
Chairman