CARLETON UNIVERSITY

Minutes of the 181st Meeting

of the

BOARD OF GOVERNORS

Time: Thursday, January 12, 1967, at 12:45 p.m.
Place: The Board Room - H. S. Southam Hall

PRESENT:
Mr. D. A. Golden, Chairman; Mr. V. S. Castledine, Mr. John C. Clarke, Dr. A. D. Dunton, Mr. A. B. R. Lawrence, Dr. C. J. Mackenzie, Mr. T. R. Montgomery, Dr. H. Pullen, Mr. W. Teron, and Mr. F. K. Venables. Also present: Mrs. H. L. Deakin and Mr. F. J. Turner.

MINUTES:
It was agreed that the minutes of the previous (180th) meeting be approved as distributed.

DEATH OF MR. HENRY R. T. GILL:
The Board noted with deep regret the death of Mr. H. R. T. Gill on January 1, 1967, and unanimously resolved that it record its appreciation of his valuable contribution to the growth of the University since his election to the Board in 1950, through his membership on various committees over the years and through his work in the several campaigns for capital funds.

CAMPAIGN CO-CHAIRMAN:
Mr. Golden reported that it had been necessary for Mr. Venables to resign as Co-Chairman of the Campaign because of his departure from the city, but that he would continue to serve as a member of the Board of Governors and of the Committee.
Mr. Everett had agreed to act as Co-Chairman provided that he is allowed to relinquish his chairmanship of the Associates of Carleton Committee.
It was agreed that Mr. Venables' resignation be accepted with regret and the Board expressed its appreciation of the excellent job done by him in the current campaign. It was agreed that Mr. Everett be appointed Co-Chairman of the Campaign to succeed Mr. Venables.

C. J. MACKENZIE BUILDING - EASTERN CONSTRUCTION COMPANY LIMITED:
Mr. Turner reported that an amicable understanding had finally been reached with Eastern Construction in connection with the first phase of the Mackenzie Building after about four years' negotiation.
The minutes of the 98th 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.)

In the absence of Dr. Gray, Mr. Golden led the discussion of the Report, and the Board approved the following recommendations which are marked by an asterisk:

* Request from Ontario Hydro - that permission be granted to use the University's roads to move a very large transformer from a siding on the Railway's property on campus in 1968.

* Extension to Parking Lot #3 - Because the life expectancy of the parking lot was not known at this time, and because tender prices were very much higher than anticipated, the Building Committee had decided not to accept any of the tenders and recommended that tenders be called again in the spring using a new design for the parking lot at the lower level. That this action be confirmed.

* Loeb Building - Painting of Concrete Brick - that the credit of $4,800 for deleting the painting of the interior brick finish, previously estimated at $8,000, not be accepted.

* Master Control Panel - that about 50 points in the Third Block of the C. J. Mackenzie Building and about 150 points in the Physics Building be connected to the Master Control Panel at an estimated cost of $20,000.

* Computing Facility - The Board confirmed the award of the contract for the renovation of space for the Computing Facility to the low bidder, Banff Construction Ltd., at their tender price of $24,139.

* Landscaping - an expenditure of $4,991 for winter tree planting around the C. J. Mackenzie Building, with the work guaranteed until September of 1967 and performed under the supervision of D. W. Graham & Associates.

* Change Order #17 - Loeb Building - locks in built-in furniture - Extra $2,211.79.

C. J. MACKENZIE BUILDING - PHASE III:

Mr. Turner reported that on the suggestion of Dr. Gray, Craig and Kohler had agreed to add the services of a quantity surveyor to their normal service to be included in their fee of 6½%.

After some discussion, it was agreed that authority to sign the contract with Craig and Kohler be withheld in case such signing would prejudice the negotiations being carried on by various parties with the Ontario Architectural Association in connection with the higher architectural fee established for the designing of University buildings.

The Board recognized that the firm of Craig and Kohler was working on this project without a contract and that it and the University were carrying on in good faith until these negotiations are completed.
Mr. Turner was asked to provide information on whether the architectural fee is paid on the building cost before or after the Sales Tax Rebate is deducted.

Mr. Venables reported that as of this morning pledges to date totalled $2,035,000. The Campaign Committee had met the previous day to plot its course for the next few months.

Mr. Venables said that he had enjoyed his association with the University as Co-Chairman of the Campaign, and that he was extremely sorry that circumstances necessitated his relinquishing this post. He expressed his gratitude to the many people who had made possible the achieving of the goal of $2,000,000 by the end of 1966.

Mr. Golden said that Phase 2 of the Campaign is of most critical import to the future of Carleton since the objective of $3,000,000 has already been spent on new construction, that the securing of $4,000,000 is almost essential; and that the reaching of the higher objective will depend in part on the assistance provided by members of the Board in this and in the next phase.

Mr. Lawrence reported that Mr. Henry Stubbins, Executive Secretary of Community Funds and Councils of the Canadian Welfare Council, had agreed to join the Bequests Committee.

Professor Paul Davis, who had visited Carleton for a few days in November and had attended the November Board Meeting, had stressed that Carleton should investigate setting up a Deferred Giving Programme as part of the Bequest Committee’s activities.

In this connection, Mr. Denis Ross of McDonald Currie & Company had agreed to work with the Committee and would head a special study to investigate the legal framework in Canada most suitable for encouraging Deferred Giving, the Federal and Provincial tax implications, the methods and advantages of similar plans for Deferred Giving in the United Kingdom and the United States, the findings with the Carter Recommendations on Taxation, and the aspects of Deferred Giving related to the field of Mutual Funds and Foundations. His report, which was expected in a few weeks’ time, might entail representations to the Government for modifications in the tax laws to encourage this kind of giving.

In the general Bequests Programme, distribution of the booklet to the various sectors of the community was continuing.

Mr. Golden suggested that it might be worthwhile for Mr. Lawrence to seek advice from Mr. N. M. Mackenzie who has considerable experience in this area.

Mr. Turner said that there was some possibility of attracting Professor Davis back to the University for another visit, and it was agreed that the Bequest Committee make a recommendation to the Board on this matter.
On the recommendation of the President, it was agreed that the following be approved:

ACADEMIC APPOINTMENTS

Effective July 1, 1967

Donald A. Beecher, Lecturer in English $8,600 p.a. plus $150 travel
M. Ian Cameron, Assistant Professor of English $9,000 p.a. plus $300 travel
Richard T. Clippingdale, Assistant Professor of History $9,000 p.a. plus $200 travel
Donald Fraser, Assistant Professor of Public Law $9,500 p.a.
Richard G. Glover, Professor of History $18,000 p.a.
Tom Tombaugh, Assistant Professor of Psychology $11,200 p.a. plus $700 travel
Donald W. Zimmerman, Associate Professor of Psychology $11,500 p.a. plus $500 travel

TECHNICAL APPOINTMENTS

Effective January 1, 1967

Elizabeth A. Crux, Map Curator/Cartographer in Geography $400 per month

For the period January 16 to June 30, 1967

Peter E. MacAulay, Technician in Physics $310 per month

LIBRARY APPOINTMENT

Effective March 15, 1967

Mara Karnupe, Science Librarian $9,000 p.a. plus $200 travel

SABBATICAL LEAVE 1967-68

F. K. North, Professor of Geology half salary
Ellenor Swallow, Professor of Classics half salary

LEAVE OF ABSENCE WITHOUT PAY

For the period January 15 to June 30, 1967 - with no reappointment in 1967-68

J. Peter Jolly, Assistant Professor, Engineering
William M. Mansour, Assistant Professor of Engineering

RESIGNATION

Effective January 15, 1967

Imre Hajdu, Intermediate Technician in Engineering

APPOINTMENT NOT TO BE TAKEN UP

Michael Shaw, Professor of Biology, 1967-68
SPINKS REPORT:  
Copies of the Spinks Report had recently been mailed to members of the Board, and it was agreed that this item be placed on the agenda for the next meeting.

DUFF-BERDAHL REPORT:  
The Chairman said that the Sub-Committees of the Joint Committee on the Duff-Berdaahl Report which was established to study university government had completed their work and would be reporting to the main committee on January 20th.

STAFF CHANGES:  
On the recommendation of the Bursar, it was agreed that the following list of Staff Changes, which had been circulated with the Notice of Meeting, be approved:

<table>
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<tr>
<th>Employment of</th>
<th>Effective</th>
<th>Salary</th>
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<tbody>
<tr>
<td>Mrs. Verna Bartlemm, Secretary, Registrar’s Office</td>
<td>December 19, 1966</td>
<td>$300</td>
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<tr>
<td>Mr. Edmond O. Bisson, Stack Supervisor, Library</td>
<td>December 6, 1966</td>
<td>$265</td>
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<tr>
<td>Mrs. Dorothy Blair, Clerk, Library</td>
<td>January 1, 1967</td>
<td>$291.50</td>
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<tr>
<td>Miss Irene Brunner, Faculty Secretary, Modern Languages and History</td>
<td>December 19, 1966</td>
<td>$235</td>
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<td>Mrs. Emma Deschamps, Buildings and Grounds</td>
<td>December 7, 1966</td>
<td>$258.50</td>
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<tr>
<td>Mr. Wilfred LaRocque, Clerk, Mailing Services</td>
<td>December 19, 1966</td>
<td>$215</td>
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<tr>
<td>Miss Margaret MacLeod, Periodicals Clerk, Library</td>
<td>December 16, 1966</td>
<td>$215</td>
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<tr>
<td>Mr. Brian McGrath, Buildings and Grounds</td>
<td>January 1, 1967</td>
<td>$236.50</td>
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<tr>
<td>Mrs. Erna Quesnel, Clerk, Bookstore</td>
<td>December 13, 1966</td>
<td>$290</td>
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<tr>
<td>Mr. Alan V. Robertson, Assistant Supervisor, Accounts Payable, Business Office</td>
<td>December 13, 1966</td>
<td>$300</td>
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<tr>
<td>Mr. Jerry Svencicki, Buildings and Grounds</td>
<td>June 13, 1967</td>
<td>$330</td>
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<tr>
<td>Mrs. Anne Wilkinson, Circulation Assistant, Library</td>
<td>January 1, 1967</td>
<td>$275</td>
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Salary increase for

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<tr>
<th>Employment of</th>
<th>Effective</th>
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<tr>
<td>Miss Linda Booth, Clerk-Typist, Purchasing from $248.40 per month to $258.40 per month</td>
<td>January 1, 1967</td>
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<tr>
<td>Miss Mary E. Monteith, Library Technician from $300 per month to $325 per month</td>
<td>December 1, 1966</td>
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<tr>
<td>Miss Linda Prince, Library Technician from $300 per month to $325 per month</td>
<td>December 1, 1966</td>
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STAFF CHANGES
(Continued):

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<tr>
<th>Resignation of</th>
<th>Effective</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Donald Bain, Clerk, Mailing Services</td>
<td>December 15, 1966</td>
<td>$200</td>
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<tr>
<td>Mrs. Virginia Baker, Paperback Clerk, Bookstore</td>
<td>December 16, 1966</td>
<td>$240</td>
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<tr>
<td>Mr. J. Richard Curtis, AVA Technician, Technical Services</td>
<td>December 31, 1966</td>
<td>$466.66</td>
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<tr>
<td>Miss Susan McCallum, Stenographer, Registrar’s Office</td>
<td>December 15, 1966</td>
<td>$250</td>
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<tr>
<td>Miss Joanne Tardif, Faculty Secretary, Modern Languages</td>
<td>December 15, 1966</td>
<td>$285</td>
</tr>
<tr>
<td>Mrs. Phyllis Turner, Records Clerk, Registrar’s Office</td>
<td>November 30, 1966</td>
<td>$275</td>
</tr>
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On the recommendation of the Bursar, it was agreed that the following be added to the list:

Mrs. Lenore Law - salary increased from $297 to $325 per month, effective January 1, 1967, on completion of a probationary period.

REQUESTS:

Stitt, Mary Edith - Mr. Turner reported that an amount of $170.75 had been received by the University in the final distribution of this estate. It was agreed that a Final Release and Discharge be executed on behalf of the University.

Gill, Henry R. T. - Mr. Turner reported that the University had received word of an unrestricted bequest of $1,000 from this estate. It was agreed that this amount be added to the Endowment Fund as there was a need for funds for scholarships and bursaries.

CREATION OF DEBENTURES:

It was reported that the University had issued a debenture of $625,000 dated December 15, 1966, following receipt of a capital advance of this amount on December 14. Authority for this was given by the Board at its 177th meeting on September 22, 1966, to issue debentures totalling $5,200,000 in the six-month period ending March 31, 1967.

AGREEMENT WITH THE ROYAL COMMISSION ON BILINGUALISM AND BICULTURALISM - PROFESSOR PORTER:

It was reported that Professor John Porter had entered into an agreement with the Commission for a research study, for which he would receive up to $5,000. All but $1,000 of this amount has been received to cover salaries for those working on the project under his direction and miscellaneous expenses; but because the agreement was between him and the Commission he had run into difficulties with the Income Tax Department. Professor Porter had asked that the present contract be cancelled and that the University enter into a new research contract with the Commission for the balance.
AGREEMENT WITH THE ROYAL COMMISSION ON BILINGUALISM AND BICULTURALISM – PROFESSOR PORTER (Continued):

There was some discussion about the advantages and disadvantages of faculty working on research projects, as advisers to Government, etc., and the President said that he had raised this point the day before with a committee of the Staff Association.

It was agreed that this matter be looked at carefully and that the policy be defined.

It was also agreed that authority be given for the University to enter into a contract with the Commission for the balance of the original contract.

STATEMENT OF OPERATING INCOME AND EXPENDITURE: Copies of a Statement of Operating Income and Expenditure for the five months ended November 30, 1966, were circulated at the meeting. These showed Total Operating Income for the year 1966-1967 estimated at $8,026,000; Total Operating Expenditure at $7,976,885; and Surplus at $49,115.

TERMINATION: The meeting terminated at 2:10 p.m.

P. J. Turner, Secretary.

D. A. Golden, Chairman.