CARLETON UNIVERSITY

Minutes of the 186th Meeting
of the
BOARD OF GOVERNORS

Time: Wednesday, June 14, 1967, at 12:30 p.m.
Place: The Board Room – H, S. Southam Hall

PRESENT:
Mr. D. A. Golden, Chairman, Mr. V. S. Castledine, Mr. John C. Clarke,
Mr. A. A. Crawley, Dr. A. D. Dunton, Mr. C. F. Elderkin, Mr. C.
Fraser Elliott, Mr. C. H. Everett, Dr. J. Lorne Gray, Mr. A. M.
Laidlaw, General H. F. G. Letson, Dr. Grace E. Maynard, Mr. T. R.
Montgomery, Mr. L. Rasminsky, Mr. William Teron, Mr. F. K. Venables
and Mrs. A. H. Zimmerman. Also present: Mr. D. C. McKown and Mr. F.
J. Turner.

MINUTES:
It was agreed that the minutes of the previous (185th) meeting be
approved as distributed.

SPECIAL COMMITTEE
OF THE BOARD ON
THE DUFF-BERDAHL
REPORT:

The Chairman reported that Mr. Rasminsky would chair the Board of
Governors Committee to consider the implementation of the recommenda-
tions of the Joint Committee on the Duff-Berdahl Report.

ST. PATRICK’S
COLLEGE:

The President indicated that the following steps had been taken
following the approach by officials of St. Patrick’s College and
the approval to continue negotiations by the Board of Governors at
its meeting on April 12, 1967:

1. informal discussions with officials of the Department of
   University Affairs
2. informal discussions with the Rector of the University of
   Ottawa
3. negotiations with St. Patrick’s College
4. approval of the draft agreement by the Senate of Carleton
   University

He then outlined briefly the general principles under which St.
Patrick’s College and its School of Social Welfare would be
incorporated as parts of Carleton University under the authority of
the Board of Governors, Senate and President of Carleton University.
Some members of the Board indicated that they felt that if the
University went ahead with this proposed agreement that it would
violate the principle that Carleton was a non-sectarian institution.
and would violate the trust that the University holds in respect to the monies it has received from individuals, the Ottawa Ladies College, and from the Ontario Government. After some spirited discussion it was agreed that a special meeting of the Board be held on Monday, June 19 at 12 noon, and that the staff of the University prepare a paper to clarify and explain the terms of the agreement.

The minutes of the 104th meeting of the Building Committee were circulated in advance of this meeting as a report of the Committee. (A copy of this report is attached to the original of these minutes.)

Dr. Gray led the discussion of the Report and it was agreed that the following items which are marked by an asterisk be approved:

Report of the Building Advisory Committee:

* Change Orders:

<table>
<thead>
<tr>
<th>Description</th>
<th>Extra/Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Loeb Building</td>
<td></td>
</tr>
<tr>
<td>#34 - For added lab unit and wiring</td>
<td>$2,237.30</td>
</tr>
<tr>
<td>#48 - Mechanical and electrical work</td>
<td>$9,698.85</td>
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<tr>
<td>#47 - Cutting and patching by general contractor</td>
<td>$1,192.40</td>
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<td>Building Renovations 1967</td>
<td></td>
</tr>
<tr>
<td>#2 - Change of light fixtures</td>
<td>$1,171.45</td>
</tr>
</tbody>
</table>

Conclusion of Contract for Steacie Building - It was reported that the Director of Physical Plant had met with the Brule Construction Company and the architects for the Steacie Building to consider the final payment on that project. The contractor had asked as a final payment an amount of $64,270.29. After negotiation at this meeting it was agreed that $39,256.75 was the proper amount for final settlement.

* that Change Order #106 for the Steacie Building titled Final Settlement consisting of $35,900 for actual settlement and $3,356.75 for mechanical work not previously billed, be approved and payment made subject to the acceptance of this amount by the contractor as final settlement.

Final Claim - Heating Plant - It was reported that the contractor had presented a claim for $2,700 as final settlement for the Heating Plant. The Director of Physical Plant on examining the claim and on the advice of the engineers involved recommended that the amount of $936.00 be paid.

* that the Director of Physical Plant should try to settle this claim for $936.00 and to obtain from the contractor the acceptance of this amount as final settlement before payment.
Equipment for C. J. Mackenzie Building, Phase II - It was reported that due to additional staff being added to the Faculty of Engineering and a change in its programme which was approved by Senate, that additional equipment was required to equip the second phase of the C. J. Mackenzie Building. It was reported that assistance from the Provincial Government for this expenditure can be obtained by including the cost of this equipment in the submission for the third phase of the C. J. Mackenzie Building.

* that an additional amount of $59,000 be authorized for equipment for the second phase of the C. J. Mackenzie Building.

Level Crossing - It was reported that the Board of Transport Commissioners, the C.P.R. and the C.V.R. had indicated that the level crossing on the Bronson access road should either be closed or automatic protection installed, or that a flagman be employed to protect this crossing once the underpass at the Rideau River was constructed. The Traffic Committee, the Building Advisory Committee and the Building Committee on considering these alternatives have recommended that the crossing be closed at that time.

* that the level crossing at Bronson access road be closed once the underpass at the Rideau River was constructed and open for traffic.

Tenders for the Road and Underpass - It was reported that seven tenders had been received ranging from $297,052.44 to $399,745.65. The low tenderer was Baseline Construction Company of Montreal and it was reported that our engineering consultants, after checking, had recommended the award of the contract to this firm.

It was reported that the project cost is estimated to be $482,030 which consists of the tender price plus supervision, steel and timber costs, C.P.R. inspection, landscaping, and an item of $5,000 for surface treatment of parking lot number 1.

The approved estimate is $506,850.

* that the bid of Baseline Construction for $297,052.44 be accepted and that the other work included in the estimate of $482,030 be authorized.

Fine Arts and Music Equipment Budget - Loeb Building - that an additional $10,875 be allocated to Fine Arts and Music Equipment Budget from the general equipment budget for the Loeb Building.
Revision of Forecast of Building and Campus Requirements – On the recommendation of the Building Advisory Committee, the Building Committee approved the following steps:

that a Committee be set up by Professor Holmes to undertake space requirement study for the second phase of the Steacie Building.

that the first submission on the Multi-Purpose Hall be sent to the Provincial Government to see what type of assistance would be available for this project.

that the Graduate Space Requirements Committee be asked to examine the need for graduate residences.

that the Director of Planning approach the Chairman of the Athletic Board to arrange for the establishment of a committee for the planning of the Gymnasium, Addition II.

that Physics Phase II and Physics Phase III be one project for completion in 1971.

The Building Committee received information on the following:

Residences – It was reported that the completed plans for a new residence had an estimated cost of $6,800 to $7,000 per bed and that the University has had discussions with the newly formed Ontario Student Housing Corporation which seems to indicate that the Corporation can build residences for substantially less cost – at somewhere between $4,000 and $5,000 per bed.

Since working drawings and specifications have been completed it is not possible to use the Ontario Student Housing Corporation without starting anew. However, it was recommended that the Board, at some future date, examine this problem and the role that the Ontario Student Housing Corporation might play in the construction of further residences.

The University is now trying to reduce the cost of these residences to about $5,600 a bed which with a Provincial grant of $1,400 a bed would make it an acceptable project.

Meeting with the Ontario Fire Marshal – It was reported that discussions had been held with the Ontario Fire Marshal concerning the provision of safety devices within the present tunnel system and the provision of egress in the new tunnel system.

Future Requirements for Parking Spaces – The Building Advisory Committee accepted the schedule recommended by the Parking Committee as a reasonable statement for the parking facilities.
REPORT OF THE
BUILDING COMMITTEE
(Continued):

Road Pattern - The Building Advisory Committee asked the consulting engineers to review the location of the road between the C. J. Mackenzie Building and the Residence Area.

Access Off Bronson - It was reported that the City on June 26, 1967 would prohibit left turns from Bronson on to the campus.

Chaplains' Offices - The Building Advisory Committee asked the University Committee on Denominational Representatives to make recommendations as to where the Chaplains' Offices should be located.

Landscaping - The Building Advisory Committee commended the Planning and Construction Department on getting the landscaping completed on time for the Convocations and Learned Societies' Meetings.

Deficiency Lists - The Building Advisory Committee agreed that deficiency lists for buildings should be reviewed by it before the first year's occupancy was completed.

Information Office - It was reported that the Information Office would be located on the fourth level of the Loeb Building.

Building Alterations 1967 - The Building Advisory Committee received a list of areas which would be renovated during 1967.

REPORT OF THE
CAMPAIGN COMMITTEE:

It was reported that to this date Phase II of the Campaign had raised $236,844.43 and that the total for the Campaign to date was $2,145,766.42 which represented gifts from 8,534 individuals and corporations.

The Chairman asked those members of the Board who had agreed to canvass local companies that this work be done as soon as possible and stated that it would be desirable to have the canvass completed by the end of June.

He also indicated that should members of the Board be unable to complete this work it would be helpful if they informed the Campaign Committee of this so that it could be re-assigned.

REPORT OF THE
ASSOCIATES OF
CARLETON:

The Chairman of this Committee reported that he had some sixty names which he would like considered as Associates of Carleton.

It was agreed that this matter be handled by the Executive Committee at one of its meetings in the near future.
LEARNED SOCIETIES:
The President reported on the progress of the meetings of the Learned Societies which are now being held on the campus. He indicated that he had received high praise about the work of the administrative officers responsible for the arrangements for these meetings and as well he had received extremely favourable comments about the campus.

REPORT FROM THE SENATE:
The President reported the Senate, after long discussions, had revised the grading system and the regulations regarding Honours programme. He reported that the Senate had agreed to establish Third Class Honours and to change the requirements for entrance into the Honours programme to bring them more in line with the practice at other universities. It was pointed out, however, that the Honours programme at Carleton is still at a very high level and is more than equivalent to comparable programmes at other institutions. This action was taken so that students going from this institution to other institutions to do further work would not be handicapped when comparisons were made in the evaluation of the student's academic performance. As well, implementation of this programme makes the University eligible for larger grants on a per student basis under the formula system.

RECRUITING OF FACULTY:
The President reported the recruiting of faculty to date had been very successful and that offers of employment were outstanding for the remaining positions.

FIRST YEAR ENROLMENT FOR NEXT YEAR:
The President reported that applications from new students were down from a comparable date last year but that it was difficult to predict whether this situation would continue. If this did continue some difficulty would be experienced due to the new per student grant formula.

APPOINTMENTS, LEAVES, ETC:
On the recommendation of the President it was agreed that the following be approved:

ACADEMIC APPOINTMENTS

Effective July 1, 1967

Dr. Denis P. Fitzgerald, Associate Professor of Geography $ 12,500 p.a.
John G. Fraser, Assistant Professor of Political Science $ 9,000 p.a. plus $ 800 travel
Dr. Hiroshi Yamazaki, Assistant Professor of Biology $ 12,000 p.a. plus $ 300 travel
APPOINTMENTS, LEAVES, ETC. (Continued): TECHNICAL APPOINTMENTS

Effective June 1, 1967 until June 30, 1968

Hari S. Anand, Scientific Analyst, Computing and Data Processing Centre $ 9,000 p.a.

Effective July 1, 1967

J. Michel Beaulne, Junior Technician in Geology $ 3,360 p.a.

James W. Bowman, Electronic Technologist, Engineering plus 200 travel

Ingo Ermanovics, Demonstrator in Geology $ 6,500 p.a.

Robert G. Findlay, Electronic Technologist in Physics $ 5,500 p.a.

Paul Harris, Technician in Biology $ 4,300 p.a.

David W. Mitchke, Junior Technician in Geology $ 3,500 p.a.

James J. Sliwka, Assistant Technician in Physics $ 3,800 p.a.

Effective September 1, 1967

Miss Lillian Wu, Technician in Biology $ 6,000 p.a.

RESIGNATIONS

Effective June 13, 1967

Miss Shirley Gillespie, Information Officer

Effective June 30, 1967

J. M. Anderson, Associate Professor of Biology

PROMOTION

Effective July 1, 1967

Mrs. Judy Patterson, Acting Information Officer $ 9,200 p.a.

CHANGE OF TITLE

Effective July 1, 1967

Guy Simser, from Assistant Information Officer to Publications Officer
APPOINTMENTS, LEAVES, ETC. (Continued):

TRANSFER FROM SECRETARY TO ASSISTANT STOREKEEPER, CHEMISTRY

Effective July 1, 1967

Dineke deWit

$ 3,600 p.a.

TERMINATION OF EMPLOYMENT

Effective June 30, 1967

M. Parant, Technician in Geology

AMENDED DATE OF APPOINTMENT

From July 1, 1967 to July 18, 1967

Alan Arlett, Assistant Development Officer

TERM APPOINTMENT COMPLETED June 30, 1967

B. G. Nemes, Lecturer in Mathematics

INCREASE IN MOVING ALLOWANCE

Jeremy Palen, from $200 to $700

SECOND MORTGAGES:

The Bursar reported that he had signed an acknowledgement of priority for the second mortgages of and

It was agreed to confirm this action.

CREATION OF DEBENTURES:

It was reported that the University had issued a debenture of $300,000 dated May 15, 1967, and forwarded it to the government on May 19, 1967 following receipt of a capital advance of this amount on May 17, 1967. Authority for this was given by the Board at its 183rd meeting on March 9, 1967 to issue debentures totalling $5,200,000 in the six month period ending September 30, 1967.

BANK OF NOVA SCOTIA LEASE:

The Bursar reported that the lease with the Bank of Nova Scotia expires August 31st. The Bursar recommended that the present lease should be renewed on the same conditions which now exist for the period September 1, 1967 to August 31, 1968.

It was agreed that the present lease with the Bank of Nova Scotia be renewed for the period September 1, 1967 to August 31, 1968, on the same conditions which now exist.
The Bursar reported that the lease with the Agricultural Economics Research Council will expire this year and that the Council would be moving into new quarters in the Loeb Building which would be larger than that which they have at present. The Bursar recommended that the present lease be renewed on the same conditions as existed subject to the rent being increased for the additional space at the time of the move at the same rate per square foot that existed in the present lease.

It was agreed that the lease with the Agricultural Economics Research Council be renewed subject to the provision for additional rent to be paid at the same rate per square foot as now exists when the Council moves to the Loeb Building.

**STAFF CHANGES:**

It was agreed that the following list of Staff Changes which had been circulated with notice of meeting be approved:

<table>
<thead>
<tr>
<th>Employment of</th>
<th>Effective</th>
<th>Salary</th>
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<tr>
<td>Mr. William J. Bradley,</td>
<td>May 23, 1967</td>
<td>$ 450.00</td>
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<td>Research Assistant, Sociology</td>
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<td>Mrs. Helen L. Cavell, Secretary to</td>
<td>May 15, 1967</td>
<td>$ 360.00</td>
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<tr>
<td>the Provost of Residences</td>
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<td>Mrs. Elva Cowdren, Clerk-Typist,</td>
<td>May 9, 1967</td>
<td>$ 265.00</td>
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<td>General Services</td>
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<td>Mr. Andrew W. Dalton, Library</td>
<td>May 3, 1967</td>
<td>$ 330.00</td>
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<tr>
<td>Technician</td>
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<tr>
<td>Mr. Gerhard Dittmann, Motor Vehicle</td>
<td>June 1, 1967</td>
<td>$ 360.00</td>
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<td>Repair Mechanic, Buildings and Grounds</td>
<td>July 1, 1967</td>
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<td>December 1, 1967</td>
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<td>December 1, 1967</td>
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<td>Mr. Rick Halonen,</td>
<td>May 4, 1967</td>
<td>$ 215.00</td>
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<td>Clerk, Mailing Services</td>
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<td>Miss Eleanor Howes,</td>
<td>May 29, 1967</td>
<td>$ 315.00</td>
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<tr>
<td>Secretary, Biology</td>
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<tr>
<td>Miss Lynn McLelland,</td>
<td>April 24, 1967</td>
<td>$ 275.00</td>
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<tr>
<td>Faculty Secretary, Mathematics</td>
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<tr>
<td>Miss Lynne McKechnie,</td>
<td>June 5, 1967</td>
<td>$ 300.00</td>
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<tr>
<td>Data Control Clerk and Keypunch</td>
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<tr>
<td>Operator, Computing and Data</td>
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<tr>
<td>Processing Centre</td>
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<tr>
<td>Mr. Courtney G. Palsson,</td>
<td>May 15, 1967</td>
<td>$ 330.00</td>
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<tr>
<td>Library Technician</td>
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<tr>
<td>Mrs. Betty Rycroft,</td>
<td>May 16, 1967</td>
<td>$ 270.00</td>
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<td>Clerk, Bookstore</td>
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<tr>
<td>Mrs. Doris Scrivens,</td>
<td>May 1, 1967</td>
<td>$ 236.50</td>
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<td>Clerk-Typist, Library</td>
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<td>Miss Shirley J. Servage,</td>
<td>May 29, 1967</td>
<td>$ 320.00</td>
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<td>Miss Nancy A. Stewart,</td>
<td>June 1, 1967</td>
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<td>STAFF CHANGES (Continued):</td>
<td>Transfer of</td>
<td>Effective</td>
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<tr>
<td>Mrs. Natasha Roux,</td>
<td>June 1, 1967</td>
<td>$ 400.00</td>
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<td>from Secretary, Library</td>
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<tr>
<td>to Secretary, Modern Languages</td>
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<td>Promotion of</td>
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<tr>
<td>Mr. Robert H. Clark,</td>
<td>June 1, 1967</td>
<td>$ 340.00</td>
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<td>from Payroll Clerk, Business Office</td>
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<tr>
<td>to Paymaster, Business Office</td>
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<tr>
<td>Salary increase for</td>
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<td>Miss Jane Andrew,</td>
<td>May 1, 1967</td>
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<tr>
<td>Clerk-Typist, Library</td>
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<tr>
<td>from $258.50 per month</td>
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<td>to $375.00 per month</td>
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<td>Miss Jane Hare,</td>
<td>May 1, 1967</td>
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<td>Library Technician</td>
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<td>from $330.00 per month</td>
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<td>to $357.50 per month</td>
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<td>Mrs. Alice Vollmer,</td>
<td>May 1, 1967</td>
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<td>Library Technician</td>
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<td>from $330.00 per month</td>
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<td>to $357.50 per month</td>
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<tr>
<td>Resignation of</td>
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<td>Miss Diane Carson,</td>
<td>May 17, 1967</td>
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<td>Cataloguing Typist, Library</td>
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<td>Miss Lorraine Cox,</td>
<td>May 15, 1967</td>
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<td>Supplies Clerk, Bookstore</td>
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<td>Mrs. Darlene Davis,</td>
<td>May 31, 1967</td>
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<td>Periodicals Assistant, Library</td>
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<td>Mr. Donald Deighton,</td>
<td>May 26, 1967</td>
<td>$ 372.60</td>
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<td>Miss Diane Gauvreau,</td>
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<tr>
<td>Mrs. Barbara Gendron,</td>
<td>March 31, 1967</td>
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<td>Faculty Secretary, Biology</td>
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<td>Mrs. Birthe Howie,</td>
<td>April 30, 1967</td>
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<td>Miss Diane Inman,</td>
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STAFF CHANGES
(Continued):

Miss Margaret Johnston,
Clerk, Library
Effective: May 26, 1967, Salary: $231.00

Mr. Adrian Mullen,
Buildings and Grounds
Effective: May 26, 1967, Salary: $390.00

Mrs. Anne Wilkinson,
Circulation Assistant, Library
Effective: May 31, 1967, Salary: $275.00

Miss Joyce Wright,
Secretary to the Provost of
Residences
Effective: May 31, 1967, Salary: $381.60

Appointment not taken up

Mr. William J. McElroy,
Account Payable Clerk, Business Office

Reduction in salary to $160.00 per month from June 1, 1967 for

Mrs. Reta Brown,
Executive Secretary to Students' Council,
who will undertake a shorter work week during the summer months.

SECURITY GUARDS
UNION NEGOTIATIONS:
The Bursar reported the Ontario Labour Relations Board had
recognized the Canadian Guards Association as the Bargaining
Unit for the Security Guards on campus and negotiations were now
under way.

DATE OF NEXT
BOARD MEETING:
The Chairman reminded those present that it had been agreed to
hold a special meeting at 12:00 noon, June 19, 1967, in the
Board Room, H. S. Southam Hall.

TERMINATION:
The meeting terminated at 2:35 p.m.

F. J. Turner
Secretary

D. A. Golden
Chairman