CARLETON UNIVERSITY

Minutes of the 191st Meeting
of the
BOARD OF GOVERNORS

Time: Wednesday, October 18, 1967, at 12:30 p.m.
Place: The Board Room - H. S. Southam Hall

PRESENT:
Mr. D. A. Golden, Chairman; Mr. J. C. Clarke, Mr. D. M. Coolican,
Dr. A. D. Dunton, Mr. C. F. Elderkin, Mr. C. F. Elliott, Mr. C. H.
Everett, Dr. J. L. Gray, Mr. C. L. Jeffrey, Mr. A. M. Laidlaw, Mr.
A. B. R. Lawrence, Mr. B. Loeb, Dr. H. Pullen, Mr. L. Rasminsky,
Mr. F. K. Venables, and Mrs. A. H. Zimmerman. Also present: Mr.
D. C. McEown, Mr. M. Roberts, and Mr. F. J. Turner.

MINUTES:
It was agreed that the minutes of the previous (190th) meeting be
approved as distributed.

REPORT OF THE
NOMINATING COMMITTEE: On motion duly made, seconded and carried, and as recommended by
the Nominating Committee, the following were elected to the Board
of Governors:

For a three year term expiring September 30, 1970:

Mr. C. E. Beament
Mr. V. S. Castledine
Dr. J. L. Gray
Mr. B. Loeb
Senator N. M. Paterson
Mr. M. W. Mackenzie
Mr. D. M. Coolican
Mr. C. F. Elliott
Mr. T. R. Montgomery
Mr. F. E. Gibson

For a two year term expiring September 30, 1969:

Mrs. E. D. Fulton

On motion duly made, seconded and carried, and as recommended by the
Nominating Committee the following were elected as officers of the Board
for the year 1967-68:

Chairman of the Board          Mr. D. A. Golden
Treasurer                      Mr. V. S. Castledine
Secretary                      Mr. D. C. McEown
Chairman of the Associates     Mr. A. M. Laidlaw

Signing Officers - On a motion duly made, seconded, and carried, the
following were named signing officers of the University for the year
1967-68:
REPORT OF THE
NOMINATING
COMMITTEE (Continued): Signing Officers:

Mr. D. A. Golden
Dr. A. D. Dunton
Mr. V. S. Castledine
Mr. C. F. Elderkin
Mr. F. J. Turner
Mr. A. B. Larose

It was agreed that membership of the Committees for the year 1967-68 be as follows:

**Executive**
- Mr. D. A. Golden, Chairman
- Mr. V. S. Castledine
- Dr. A. D. Dunton
- Mr. C. F. Elderkin
- Dr. J. L. Gray
- Mr. F. K. Venables
- Dr. C. J. Mackenzie
- Mr. D. C. McEown, Secretary

**Finance**
- Mr. C. F. Elderkin, Chairman
- Mr. V. S. Castledine
- Mr. D. C. Coolican
- Mr. A. A. Crawley
- Dr. J. L. Gray
- Mr. B. Loeb
- Mr. L. Rasinsky
- Mr. D. A. Golden - ex officio
- Dr. A. D. Dunton - ex officio
- Dr. C. J. Mackenzie - ex officio
- Mr. D. C. McEown, Secretary

**Future Enrolment**
- Mr. D. A. Golden, Chairman
- Mr. D. M. Coolican
- Dr. A. D. Dunton
- Mr. C. F. Elderkin
- General H. F. G. Letson
- Dr. C. J. Mackenzie
- Mr. M. W. Mackenzie
- Mr. R. G. Robertson
- Mrs. A. H. Zimmerman
- Mr. D. C. McEown, Secretary

**Investment**
- Mr. V. S. Castledine, Chairman
- Mr. G. L. Beaumont
- Mr. A. A. Crawley
- Mr. C. F. Elderkin
- Mr. W. Teron
- General H. F. G. Letson
- Mr. D. A. Golden - ex officio
- Dr. A. D. Dunton - ex officio
- Dr. C. J. Mackenzie - ex officio
- Mr. F. J. Turner, Secretary
REPORT OF THE NOMINATING COMMITTEE

(Continued):

Staff Welfare

Dr. A. D. Dunton, Chairman
Mr. F. K. Venables
Dr. H. Pullen
Mr. G. L. Jeffrey (Alternate)
Prof. P. R. Beesack
Mr. T. K. Rymes
Mr. D. C. McEown, Secretary

Building

Dr. J. L. Gray, Chairman
Mr. J. C. Clarke
Mr. A. M. Laidlaw
Mr. A. B. R. Lawrence
General H. F. G. Letson
Mr. B. Loeb
Mr. R. G. Robertson
Mr. W. Terton
Mrs. A. H. Zimmerman
Mr. D. A. Golden - ex officio
Dr. A. D. Dunton - ex officio
Dr. C. J. Mackenzie - ex officio
Mr. D. C. McEown, Secretary

Building Advisory

Prof. G. R. Love, Chairman
Dr. A. D. Dunton
Dean D. M. L. Farr
Dean J. Kelly
Prof. N. Lafrance
Mr. B. McPhee
Dean G. C. Merrill
Prof. D. A. J. Millar
Dean H. R. J. Nesbitt
Dean J. Ruptash
Mr. F. J. Turner
Mr. J. E. Whynham
Dean R. A. Wendt
Mr. D. C. McEown, Secretary

Development Advisory

The Hon. N. M. Paterson, Honorary Chairman

Mr. F. K. Venables, Chairman
Mr. J. C. Clarke
Mr. D. M. Coolican
Mr. C. F. Elderkin
Mr. C. H. Everett
Mr. C. L. Jeffrey
Mr. A. M. Laidlaw
Mr. A. B. R. Lawrence
General H. F. G. Letson
Mr. B. Loeb
Mr. M. W. Mackenzie
Mr. T. R. Montgomery
Mr. D. A. Golden - ex officio
Dr. A. D. Dunton - ex officio
Dr. C. J. Mackenzie - ex officio
and Chairman of Development Sub-Committees
Mr. M. D. Roberts, Secretary
On motion duly made, seconded, and carried, that Arthur A. Crawley and Company be appointed auditors for the year 1967-68 or until a successor is appointed.

It was agreed that the December meeting of the Board of Governors would be changed from Wednesday, 13th December to Thursday, 14th December, 1967.

The minutes of the 98th meeting of the Investment Committee were circulated at this meeting as a Report of the Investment Committee. (A copy of this report is attached to the original of these minutes.)

Mr. Turner in Mr. Castledine's absence led the discussion of the report.

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

In reply to a question by Dr. Pullen concerning the use of a money purchase retirement plan, it was agreed that the AUC-CAUT-CAUBO commissioned Report of Dean M. Ingraham on Faculty Retirement Systems in Canadian Universities be distributed to each member of the Board and that an opportunity to discuss the Report be arranged after its consideration by the Staff Welfare Committee.

Mr. Venables reported that the University campaign has now received $2,210,480 from over 8,000 individuals and companies and that the University has now commenced Phase III of the campaign which is for the period October 1967 to September 1968.

He reported that beginning November the University would launch two additional development funds. The first of these, The Carleton University School of Architecture Founding Fund, is a special appeal to 7,000 architects and companies employing architects and is to provide gifts for a fund for scholarships, bursaries, visiting lecturers, and field trips for the new School of Architecture. This is to be a private appeal and will be conducted by mail only to architects and
architectural companies. The second of these appeals is the Annual Friends of Carleton Appeal for Gifts to be used by the University for scholarships and bursaries, and it was reported that Mr. Ayton Keyes has agreed to undertake the chairmanship of this fund.

It was reported that Dean H. H. J. Nesbitt has accepted the chairmanship of the Development Advisory Committee which is a committee of senior members of the faculty who will advise the Development Committee on certain aspects of its work.

A report on the University Centre Building Fund was distributed at the meeting. (A copy of this report is attached to the original of these minutes.) Mr. Venables outlined the problem:

1) If the University did not notify AUCC immediately of its proposed campaign, it would not be on the AUCC list to corporations and this would adversely affect some potential donations.

2) If the special campaign were to proceed the divisions of Students, Parents and Alumni would be transferred from Phase III to it.

3) Much preparatory work such as lists, pledge cards, receipts, and literature must be prepared and this process takes months.

4) The University expected to be notified by the Department of University Affairs in the near future of a new formula of Provincial capital assistance for universities which would greatly reduce its capital commitment for this and other buildings.

After some further discussion it was agreed that the University report to the AUCC that a University Fund would be undertaken this academic year with a goal of $475,000 and that the steps necessary for this campaign in the spring of 1968 be undertaken but that the printing of campaign material be postponed for as long as possible in the expectation that a new provincial formula will be available.
REPORT OF THE
BUILDING COMMITTEE:

Dr. Gray indicated that this was not a formal report of the Committee and that the matters presented to the Board at this time had only come to him immediately prior to the meeting but in view of their urgency he would like them considered.

Tenders for the C. J. Mackenzie Building, Phase III - Mr. Turner reported that eleven tenders had been received for this project as follows, and that the estimate provided to the Provincial Government for this project was $1,650,000.

Fuller Construction $1,125,000
Uniform Construction Ltd. 1,134,590
Mastercraft Construction 1,178,800
Doran Construction 1,179,500
L'Abbe Construction 1,185,050
Richard & B. A. Ryan Construction 1,195,000
Sirotek Construction 1,219,754
V. K. Mason 1,229,000
Cook and Leitch 1,256,000
James Moore & Son Construction 1,257,000
Perini Construction 1,285,000

It was reported that the low bid of Thomas Fuller Construction indicated that the project could be completed in 210 working days, and that this would mean that the building would be ready some time in September 1968.

It was reported that the final submission to the Provincial Government had not yet been sent to them but in view of the fact that the tender was significantly lower than the amount now approved by the government it was expected that final approval on this project would be automatic.

It was reported that an examination of the tenders had revealed that an item costing about $10,000 had been overlooked in the specifications and permission was requested to add this sum to the contract amount.

It was reported that the architects and the Department of Physical Plant had recommended the acceptance of the low bid.

It was agreed that the tender of Fuller Construction Company Limited of $1,125,000 be accepted with the addition of about $10,000 for the item omitted in the specifications.

Tenders on Landscaping for the '67 Road Contract - The Bursar reported that the University had received four tenders for the landscaping on this project.

Acme Tree Specialists $ 24,885.00
Capital Landscaping 25,025.00
Fines Landscaping 26,444.50
McLean Peister 33,820

It was reported that projects of this type are collected together and submitted to the Province at the end of each year.

Deluew Cather and Company Limited, the consulting engineers, and the Department of Physical Plant recommend that the low tender be accepted.

It was agreed that the work proceed and the tender of Acme Tree Specialists of $24,885 be accepted.
Tender on the 12 KV Electrical Distribution System - The Bursar reported that this work was necessary to provide an adequate electrical distribution system for the campus. It was indicated that the present system now was near capacity. The estimate reported to the Board previously and to the Provincial Government was $55,000. The following tenders were received:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sirotek Construction</td>
<td>$79,170</td>
</tr>
<tr>
<td>Uniform Construction</td>
<td>79,813</td>
</tr>
<tr>
<td>Fuller Construction</td>
<td>86,319</td>
</tr>
<tr>
<td>C. A. Johannson Co.</td>
<td>111,574</td>
</tr>
<tr>
<td>James Moore &amp; Son</td>
<td>116,700</td>
</tr>
<tr>
<td>H. K. Phillips Construction</td>
<td>180,807</td>
</tr>
</tbody>
</table>

It was agreed to proceed with this work and accept the tender of Sirotek Construction of $79,170 subject to a review by the Chairman of the Building Committee.

Loeb Building - Negotiations had been carried out to conclude the contract with Fuller Construction as follows:

a) The University took possession of the building on August 15.

b) The contractor agreed to clean up the deficiency list prepared on August 15 by October 15. This was done.

c) The architect agreed to issue the final certificate so that the hold-back could be paid on November 3.

d) The University agreed to accept the following Change Orders:

<table>
<thead>
<tr>
<th>Change Order</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>#59 (Cont'd.)</td>
<td>Extra 2,904.00</td>
</tr>
<tr>
<td>#62 Revised</td>
<td>Extra 2,820.40</td>
</tr>
<tr>
<td>#63</td>
<td>Extra 929.50</td>
</tr>
<tr>
<td>#64</td>
<td>Credit 496.66</td>
</tr>
<tr>
<td>#65</td>
<td>Extra 3,446.79</td>
</tr>
<tr>
<td>#66</td>
<td>Extra 5,514.20</td>
</tr>
</tbody>
</table>

e) It was reported that there are still a number of small Change Orders still in the process of being documented.

It was agreed that this agreement between the University, the contractor, and the architect be approved.

University Centre - It was reported that the estimated cost of the University Centre had increased from $3,939,394 to $4,390,232. This increase resulted from an additional 7,000 square feet provided for student dining space and an additional 2,500 square feet provided for faculty dining and lounge space. The first of these increases resulted from the recommendation of the Food Services consultant, and the second resulted from a directive of the Board of Governors. It was also reported that there is a possibility of an additional fee on equipment of approximately $12,000. At the present time the project is in the working drawing stage and these additional areas have been included.

It was agreed that the Building Committee should examine the plans for the University Centre at its next meeting to see that the space provided within these plans is in accordance with the approved brief and subsequent decisions and in particular that they examine the two increases in area that have just been reported.
CURRENT ENROLMENT:
The President reported that at the present time the enrolment is approximately 170 students less than the number forecast in the budget. This has resulted from a smaller increase in first year and new students than had been expected.

PHYSICAL PLANT:
The President reported that the facilities on the campus at the present time were working well and that the Loeb Building was functioning extremely well. Some difficulties have been experienced with the parking facilities due to a larger number of cars using the campus this year than had been expected. The President informed the Board that with the development on the river side of the campus and the landscaping that had taken place that there was a new and interesting aspect to the campus on the Rideau River side.

The President reported that several departments were still in the process of moving out of the library, second level, to other locations on the campus so that the Library could utilize all of the space on the second level.

ALUMNI WEEKEND:
The President reported that there had been a very successful Homecoming Weekend and that a large number of Alumni had taken part. Members of the Board who attended also indicated that they were very much encouraged by the participation in the Homecoming activities.

JOINT SUBMISSIONS BY THE UNIVERSITY OF OTTAWA AND CARLETON:
The Chairman of the Board reported that Carleton University and the University of Ottawa were preparing joint submissions to the federal government and to the city. The submission to the federal government was for a substantial grant each year for capital, and the submission to the city was for a modest grant for operating purposes.

The Chairman reported that he along with other officials of the University and the University of Ottawa had met with Mr. McMillraith concerning the submission to the federal government and they had been encouraged by their discussions with him.

ACTIVITIES ON CAMPUS:
The President reported that there was considerable discussion going on at the present time over the matter of confidentiality in the Student Health Services and that the matter would be brought to a special meeting of Senate in the near future.

At present the students do not seem as interested as they were before in the question of university government but are concerning themselves with other aspects of university reform related to the method of instruction.

PRIORITY OF REGISTRATION:
A member asked the Board if at some future meeting it would consider making a recommendation to the Province that they establish a regulation which would require students when registering to apply to their home university first.
COMMITTEE ON UNIVERSITY AFFAIRS:
The President reported that the Committee on University Affairs would be visiting the campus on November 13 to discuss with members of the University next year's operating budget. The Committee is to visit the various universities this year instead of having the officials of the universities meet them in Toronto as was the practice in past years. Carleton will be one of the first visited.

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

ADMINISTRATIVE APPOINTMENT
Effective October 10, 1967

D. J. Dunsmore, Data Processing Programmer
$ 7,800 p.a. 
plus 250 travel

DECREASE IN SALARY
For the period July 1, 1967 to June 30, 1968

Jon Thompson, Assistant Professor of Mathematics

From $9,300
To $9,000 p.a.

ASSISTED LEAVE OF ABSENCE
For the period July 1, 1966 to June 30, 1967

J. E. R. Lloyd, Assistant Professor of Russian
$1,200

SABBATICAL LEAVE 1968-69

J. W. ApSimon, Associate Professor of Chemistry
Half Salary

ST. PATRICK'S CAMPUS:
The Bursar reported that the transfer of property between the University and the English Oblates had not yet been completed and that the University had accumulated a substantial amount of money in interest on the temporary investment of the government grant for the purchase of this property. Discussions have been held between the solicitors of the two parties as to how this money should be allocated. Our solicitor informed us that there is no legal obligation on behalf of the University to share any of this money with the English Oblates. It was pointed out, however, that the Oblates do have an outstanding mortgage on the property and are required to make payments on this until they receive payment. The Bursar reported in discussions with Dean Kelly that should the University share the interest with the English Oblates that it was the present intention of the Oblates to put this money back into the University in the form of scholarships and bursaries.
ST. PATRICK'S CAMPUS (Continued): After some further discussion it was agreed that the interest should be split on a 50-50 basis given the intention of the Oblates to return all or part of this money as funds for scholarships and bursaries but recognizing that at some time they may have to divert some of this money to meet their obligations in respect to the building mortgage.

CREATION OF DEBENTURES: It was reported that the University had issued a debenture of $525,000 dated September 15, 1966, following receipt of a capital advance of this amount on September 20.

Authority was given by the Board at its 189th meeting on the 26th September, 1967, to issue debentures totalling $8,000,000 in the six-month period ending March 31, 1968.

PROFESSOR HINCKS: The Bursar reported that the agreement between the University and the National Research Council concerning the employment of Professor Hincks half-time at each establishment was subject to renewal.

It was agreed that: (1) the University renew the agreement on October 1, 1967, in which the University reimburses the National Research Council for one-half of Professor Hincks' salary which is $19,050 per annum at the rate of $79.75 per month subject to any adjustments resulting from variations in his salary effected, subsequent to 1 October, 1967; and (2) that it is understood and agreed that the arrangement is continued indefinitely, but is subject to cancellation on three months' notice by either party.

REQUEST: Francis C. C. Lynch - The Bursar reported that the University had received $3,022.86 being our one-third share of the quarterly income on hand for distribution as of the 30th September, 1967.

FINANCIAL STATEMENT: Financial statements for the University for the period ending the 30th September, 1967, were distributed at the meeting. Members of the Board were warned that the Provincial grant shown was the budget figure and at the present time it was not possible to determine the amount of this grant within quite wide limits.

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>
<thead>
<tr>
<th>Employment</th>
<th>Effective</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Carl Ass, Plumber,</td>
<td>September 13, 1967</td>
<td>$875</td>
</tr>
<tr>
<td>Planning and Construction</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mr. Ernest Adams, Labourer, Buildings and Grounds</td>
<td>October 2, 1967</td>
<td>$319</td>
</tr>
<tr>
<td>Mr. Richard Avis, Demonstrator Physics</td>
<td>April 2, 1968</td>
<td>$330</td>
</tr>
<tr>
<td>Mrs. Barbara Beecher, Secretary, Sociology</td>
<td>April 2, 1969</td>
<td>$341</td>
</tr>
<tr>
<td>Mrs. Lois Boicey, Records Clerk Registrar's Office</td>
<td>July 1, 1967</td>
<td>$500</td>
</tr>
<tr>
<td></td>
<td>September 13, 1967</td>
<td>$320</td>
</tr>
<tr>
<td></td>
<td>September 1, 1967</td>
<td>$325</td>
</tr>
<tr>
<td>Employment of</td>
<td>Effective</td>
<td>Salary</td>
</tr>
<tr>
<td>----------------------------------------------</td>
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</tr>
<tr>
<td>Mr. Thomas Bowie, Landscape Supervisor, Buildings and Grounds</td>
<td>September 18, 1967</td>
<td>$566.67</td>
</tr>
<tr>
<td>Mr. Keith Conrad, Labourer, Buildings and Grounds</td>
<td>September 18, 1967</td>
<td>$319</td>
</tr>
<tr>
<td></td>
<td>March 18, 1968</td>
<td>$330</td>
</tr>
<tr>
<td></td>
<td>March 18, 1969</td>
<td>$341</td>
</tr>
<tr>
<td>Mr. George R. Denison, Labourer, Buildings and Grounds</td>
<td>September 18, 1967</td>
<td>$319</td>
</tr>
<tr>
<td></td>
<td>March 18, 1968</td>
<td>$330</td>
</tr>
<tr>
<td></td>
<td>March 18, 1969</td>
<td>$341</td>
</tr>
<tr>
<td>Mr. Hugh Downie, Carpenter, Buildings and Grounds</td>
<td>September 15, 1967</td>
<td>$418</td>
</tr>
<tr>
<td></td>
<td>March 15, 1968</td>
<td>$429</td>
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<tr>
<td></td>
<td>March 15, 1969</td>
<td>$440</td>
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<tr>
<td>Mrs. Elva Ducharme, Machine Operator, Reproduction Services</td>
<td>October 2, 1967</td>
<td>$250</td>
</tr>
<tr>
<td>Mr. David Hannay, Assistant Supervisor of Athletic Facilities</td>
<td>September 25, 1967</td>
<td>$340</td>
</tr>
<tr>
<td>Mrs. Betty Haystead, Clerk-Typist, Registrar’s Office</td>
<td>September 25, 1967</td>
<td>$300</td>
</tr>
<tr>
<td>Mr. Peter Hermann, Machine Shop Technician, Science Workshop</td>
<td>October 1, 1967</td>
<td>$523.34</td>
</tr>
<tr>
<td>Miss Norma C. Hill, Clerk Library</td>
<td>September 18, 1967</td>
<td>$240</td>
</tr>
<tr>
<td>Mr. Edwin Ho-Tun, Junior Technician, Geology</td>
<td>September 15, 1967</td>
<td>$291.67</td>
</tr>
<tr>
<td>Miss Jeanette Jardine, Secretary to Director, School of Social Work, St. Patrick’s Campus</td>
<td>October 2, 1967</td>
<td>$325</td>
</tr>
<tr>
<td>Mr. Richard Maillet, Clerk, Library</td>
<td>September 18, 1967</td>
<td>$240</td>
</tr>
<tr>
<td>Miss Sharon Manion, Library Technician</td>
<td>September 25, 1967</td>
<td>$370</td>
</tr>
<tr>
<td></td>
<td>March 25, 1968</td>
<td>$400</td>
</tr>
<tr>
<td>Miss Christine McDougall, Secretary, Faculty of Arts, St. Patrick’s Campus</td>
<td>September 25, 1967</td>
<td>$300</td>
</tr>
<tr>
<td>Mrs. Louise McIntosh, Secretary, Political Science</td>
<td>September 25, 1967</td>
<td>$325</td>
</tr>
<tr>
<td>Miss Lynda McLeod, Records Clerk, Registrar’s Office</td>
<td>September 1, 1967</td>
<td>$300</td>
</tr>
<tr>
<td>Miss Janice Moffatt, Clerk-Typist, Library</td>
<td>July 1, 1967</td>
<td>$245</td>
</tr>
<tr>
<td>Mr. Roger Muma, Clerk-Typist, Library</td>
<td>September 19, 1967</td>
<td>$245</td>
</tr>
<tr>
<td>Miss Barbara Murray, Clerk-Typist, Registrar’s Office, St. Patrick’s Campus</td>
<td>September 18, 1967</td>
<td>$300</td>
</tr>
<tr>
<td>Mrs. Alena Pascual, Library Technician</td>
<td>September 11, 1967</td>
<td>$370</td>
</tr>
<tr>
<td></td>
<td>March 11, 1968</td>
<td>$400</td>
</tr>
<tr>
<td>Mr. Noam Shimoni, Draftsman, Planning and Construction</td>
<td>September 1, 1967</td>
<td>$375</td>
</tr>
</tbody>
</table>
STAFF CHANGES (Continued):

Employment of

- Mr. Gordon Shipley, Technician, Biology  
  Effective: October 1, 1967  
  Salary: $333.33

- Miss Peggy Sills, File Clerk, Registrar's Office  
  Effective: September 1, 1967  
  Salary: $275

- Mrs. Olga Slipchenko, Reserve and Circulation Assistant, Library  
  Effective: July 1, 1967  
  Salary: $275

- Mrs. Ann Stephens-Jones, Secretary, Music and Art  
  Effective: September 11, 1967  
  Salary: $280

- Mrs. Allanah Willows, Secretary, Physics  
  Effective: October 2, 1967  
  Salary: $325

Appointments to the regular part-time staff

- Miss Janet Harris, Research Assistant, Sociology  
  Effective: September 18, 1967  
  Salary: $111.92

Salary increase for

- Mrs. Dorothy Blair, Clerk, Library  
  From $250.00 per month to $275.00 per month  
  Effective: July 1, 1967

- Mrs. Margaret Dickson, Textbook Clerk, Bookstore  
  From $608.33 per month to $666.67 per month  
  Effective: October 1, 1967

- Mr. John Jones, Controls Technician, Buildings and Grounds  
  From $250.00 per month to $666.67 per month  
  Effective: October 31, 1967

- Mr. Darcy Legros, Stockroom Clerk, Bookstore  
  From $260.00 per month to $275.00 per month  
  Effective: October 1, 1967

Resignation of

- Mrs. Carol Bellefeuille, Clerk-Typist, Library  
  Effective: December 31, 1966  
  Salary: $215

- Mrs. Rita Charron, Kitchen, St. Patrick's Campus  
  Effective: September 22, 1967  
  Salary: $211.75

- Miss Joan Forsythe, Secretary, Chemistry  
  Effective: October 13, 1967  
  Salary: $375

- Miss Diane Gerace, Secretary, Physics  
  Effective: September 29, 1967  
  Salary: $340

- Miss Gayll Gibson, Library Technician  
  Effective: September 30, 1967  
  Salary: $400

- Mr. Michael Kilmartin, Machine Operator, Reproduction Services  
  Effective: October 2, 1967  
  Salary: $265

- Miss Elaine Lapierre, Processing Clerk, Library  
  Effective: September 30, 1967  
  Salary: $240
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STAFF CHANGES
(Continued):

Resignation of

Mr. Alan R. Olson, Clerk, Nailing Services
Mr. Blair Sinclair, Assistant Supervisor of Athletic Facilities
Mr. Robert Somerville, Carpenter, Building and Grounds
Miss Donna Stockton, Order Typist, Library
Mrs. Elizabeth Therien, Secretary, Political Science
Miss Bonita Thompson, Secretary, Chemistry
Mr. Falko Tilgner, Technician, Chemistry
Brother Terence Usher, Circulation Assistant, Faculty of Arts Library, St. Patrick's Campus
Mrs. Joan Young, Secretary, Engineering

Effective Salary
September 8, 1967 $ 215
September 14, 1967 $ 340
September 29, 1967 $ 380
September 30, 1967 $ 245
September 22, 1967 $ 325
September 15, 1967 $ 320
October 12, 1967 $ 383.33
September 30, 1967 $ 275
October 15, 1967 $ 383.33

TERMINATION:

The meeting terminated at 2:30 p.m.

D. C. McEown, Secretary.
D. A. Golden, Chairman.