CARLETON UNIVERSITY

Minutes of the 198th Meeting
of the
BOARD OF GOVERNORS

Place: The Board Room – H. S. Southam Hall.

PRESENT:
Mr. D. A. Golden, Chairman, Mr. V. S. Castledine, Mr. J. C. Clarke, Mr. A. A. Crawley, Dr. A. D. Dunton, Mr. C. F. Elderkin, Mr. C. F. Elliott, Mr. F. E. Gibson, Dr. J. L. Gray, Mr. A. M. Laidlaw, Dr. H. Pullen, Mr. L. Rasminsky, Mr. W. Teron, Mr. F. K. Venables, and Mrs. A. H. Zimmerman. Also present: Mr. D. J. Leaning, Mr. T. V. Murray, Dr. G. R. Love, Mr. F. J. Turner, Mr. J. E. Whennam, and Mr. D. C. McEown, Secretary.

ARTS I PRECINCT STUDY:

Dr. Love introduced the subject by indicating the type of civic design commissions the University had given to the firm of Murray and Murray, and outlined the requirements for the Arts I Precinct that were provided to the planners.

Mr. Murray began the presentation by outlining the contentious issue of whether the front of the present quadrangle should be used as a building site, and whether a tower structure should be located there. He explained the reason why, from a civic design point of view, he felt that, aesthetically, a tower building should be located there.

The Chairman read a letter from the Design Review Committee, endorsing the Murray and Murray proposal. Mr. Leaning of the firm of Murray and Murray outlined the functional reasons why it was advantageous to have a tower there, and described three possible floor layouts to illustrate how the building could be organized to meet the requirements of the space programme which was provided to them.

In the discussion that followed, the Board discussed the possibility of other sites, the question of whether it was desirable to leave the quadrangle open, and the resultant effects of enclosing the space. It was suggested that the tower need not be as narrow or as high as has been proposed in order to gain the same effect as the architect was presenting. This would have the advantage that the building would not be so dominant.

It was agreed to adopt the Arts I Precinct Study as it relates to the placing of a tower building on the site, at the front of the present quadrangle, as proposed by the planners.
MINUTES: It was agreed that the minutes of the 197th meeting be adopted with the following amendment:

Page 1587, under Second Mortgages, for James M. Wilcox, should indicate that the amount of the second mortgage is $2,400.

VISIT TO THE UNIVERSITY OF LENINGRAD: The President described the visit he had made to the University of Leningrad, where he negotiated an agreement for exchange of faculty, students, and some library books, between the University of Leningrad and Carleton University.

CONVOCATION: The President reported that the convocations this year had been very successful, and that he was particularly pleased with convocation at St. Patrick's College.

SUMMER SCHOOL REGISTRATION: The President reported that the evening summer school division registration is 2,258, as compared with 1,795 from last year, and that he expected the total summer school enrolment would be higher than last year, when the day division registration is completed after 1 July, 1968.

APPLICATIONS FOR ENROLMENT 1968-69: The President noted that the applications from new students are higher this year than last, and that under the new procedures, good students applying for first year are now being accepted from high schools.

ADMINISTRATIVE CHANGES: The President directed the Board's attention to the resignation of Professor Norman Robertson as the Director of the School of International Affairs, but indicated that Professor Robertson will be staying on as a member of the faculty in International Affairs. He reported that Professor English will be replacing Professor Robertson as Director.

The President also outlined a number of administrative changes which will be forthcoming in the next year. He indicated that recruiting for the faculty was almost complete and that on the whole he was very pleased with the quality of faculty obtained.

The Board noted the appointment of the Right Honourable L. B. Pearson as Professor of International Affairs.
On the recommendation of the President, it was agreed that
the following be approved:

ACADEMIC APPOINTMENTS

Effective July 1, 1968

Dr. R. G. Barradas, Professor of Chemistry $16,000 p.a.
plus 500 travel

The Rt. Hon. L. B. Pearson, Professor of
International Affairs $18,000 p.a.

Dr. A. W. Trueman, Visiting Professor of English $6,000 p.a.

Dr. Kenneth W. Joy, Associate Professor of Biology $15,500 p.a.
plus 500 travel

Dr. Paul C. Merkley, Associate Professor of History,
St. Patrick's College $12,000 p.a.
plus 800 travel

C. G. Williams, Associate Professor of Religion $12,000 p.a.
plus 750 travel

Ronald C. Biggs, Assistant Professor of Engineering $11,000 p.a.
plus 400 travel

John J. Healey, Assistant Professor of English $9,800 p.a.
plus 500 travel

Frederic Kirk, Jr., Assistant Professor of
Political Science, St. Patrick's College $10,800 p.a.
plus 400 travel

Larry G. Kjosa, Assistant Professor of Political Science $9,500 p.a.
plus 700 travel

Glen Milne, Assistant Professor of Architecture $11,000 p.a.
plus 400 travel

Caryll Wells, Assistant Professor of Sociology,
St. Patrick's College $9,500 p.a.

Evelyn Latimer, Lecturer in French, St. Patrick's
College $9,000 p.a.
plus 500 travel

Joseph C. Ramisch, Lecturer in Religion, St.
Patrick's College $9,000 p.a.
plus 500 travel

Colette Fam, Special Lecturer in French $7,500 p.a.
APPOINTMENTS, LEAVES, ETC. (Continued):

ACADEMIC APPOINTMENTS

For the period July 1, 1968 to December 31, 1968

Dr. Peter Krausser, Associate Professor of Psychology
$6,000
plus 200 travel

Effective July 1, 1968 with Special Leave granted in 1968-69

Dr. Rodney K. N. Crook, Associate Professor of Sociology
$4,000 grant
plus 800 travel

Effective July 1, 1969

Dr. M. P. Clive, Professor of French
$17,000 p.a.
plus 1,500 travel

Dr. Megan Clive, Assistant Professor of French, St. Patrick's College
$10,000 p.a.

ADMINISTRATIVE APPOINTMENTS

For the period May 1, 1968 to April 30, 1969

Patricia Brady, Research Assistant Commission on Undergraduate Teaching and Learning $6,500 p.a.

For the period May 21, 1968 to August 31, 1968

Susan Wood, Commission on Undergraduate Teaching and Learning $400 per mo.

Effective June 3, 1968

Linda Lucas, Programming Assistant, Computing and Data Processing Centre $6,300 p.a.

For the period July 1, 1968 to June 30, 1970

Suzanne Veit, Acting Dean of Women, St. Patrick's College $7,400 p.a.

RESIGNATIONS

Effective May 31, 1968

G. A. F. Townsend, Reference Librarian

Effective June 30, 1968

Norman Robertson, as Director of the School of International Affairs (to remain as Paterson Professor of International Affairs)

J. B. Forrest, Assistant Professor of Engineering
APPOINTMENTS, LEAVES, ETC. (Continued):

RESIGNATIONS

Effective June 30, 1968
A. M. Long, St. Patrick's College Library
K. Yamada, Assistant Professor of Psychology, St. Patrick's College

Effective July 31, 1968
Elizabeth Litman, Chief Acquisitions Librarian
Maureen P. Brown, Jr. Cataloguer

Effective August 31, 1968
Judith McCann, Admissions and Records Officer, School of Social Work

SABBATICAL LEAVE 1968-69

M. N. Donald, Associate Professor of Psychology  two-thirds salary
L. M. Read, Associate Professor of Religion  (half salary plus $1,500)**
(***honorarium for continuing to act as Chairman of the Department of Religion)

SPECIAL LEAVE WITHOUT PAY 1968-69

D. C. Rowat, Professor of Political Science

CHANGE OF STATUS AND INCREASE IN SALARY

Effective July 1, 1968
H. E. English, Director of the School of International Affairs  $21,000 p.a.

PROMOTION

Effective May 1, 1968

Daphne Garland, Senior Reference Librarian and Circulation Librarian, St. Patrick's College  $8,700 p.a.

REMOVAL ALLOWANCE

Dr. H. B. Mayo, Professor of Political Science  $1,000

SENATE APPOINTMENTS TO 1970

G. E. Clarke, Department of Economics, St. Patrick's College
H. A. MacDougall, Vice-Dean, St. Patrick's College
J. T. O'Manique, Department of Philosophy, St. Patrick's College
APPOINTMENTS, LEAVES, ETC. (Continued):

SENATE APPOINTMENTS TO 1971

T. J. Scanlon, School of Journalism
G. Irving, Department of Sociology, St. Patrick’s College
N. M. Vanier, School of Social Work

ADJUSTMENTS TO THE BUDGET 1968-69

J. L. Sevigny, High School Liaison Officer, from $9,200 p.a. to $9,900 p.a.

M. B. Roberts, Development Officer, from $15,500 p.a. to $16,000 p.a.

TERM APPOINTMENT COMPLETED June 30, 1968

R. Peterson, Lecturer in Biology

ASSOCIATES MEETING:

The Chairman congratulated Mr. A. M. Laidlaw on a very successful Associates Meeting, and indicated that he, and other members of the Board who had attended the meeting had been very impressed with the students participating at the meeting.

CHANCELLOR:

The Board of Governors was pleased to note the award by the Royal Bank of Canada to the Chancellor, and asked that their congratulations to the Chancellor be recorded.

REPORT OF THE COMMITTEE ON UNIVERSITY GOVERNMENT:

This Report was circulated to the members prior to the meeting, and a copy of this Report is attached to the original of these minutes.

Mr. Rasinsky led the discussion of the Report. He began by reporting the membership of the Committee and outlining some of the procedures that it had adopted. He described the basic reasons for the development of the proposals within each section of the Report. In the discussion the following points were noted:

a) One of the major reasons for the proposed changes was to improve communications within the University community so that the students and faculty would have channels of communication with the governing bodies and the administration.

b) The work of the Committee was greatly assisted by the constructive recommendations and attitudes taken by the student body, and because of this the Committee was able to approach the problem without a crisis atmosphere being present.

c) The recommendations concerning the appointment of academic officers were, for the most part, formalization of procedures that have been in effect for some time.

It was noted that the Committee felt that it had finished its work, and this preliminary Report would be used by the administration in the development of the detailed proposals for change with the Senate.
REPORT OF THE
COMMITTEE ON
UNIVERSITY
GOVERNMENT
(CONTINUED):
It was agreed that on the question of student representation
on the Senate, the Board's first preference would be the
election of student members of the Senate by student
departmental participants, from those students who are
participants at the departmental or faculty board level.
The Board directed that when this Report is communicated
to other parts of the University community, it should
include an expression of the Board's hope that the Senate,
in its newly constituted form, would nominate a student
as one of the Senators for membership on the Board.

It was agreed that the proposals contained in the
preliminary Report of the Board of Governors Committee
on University Government be adopted.

REPORT OF THE
CAMPAIGN COMMITTEE:
Mr. Venables reported on the progress to date of the
Carleton University Campaign, the Carleton University
Centre Building Fund, and the School of Architecture
Fund. (His report is attached as Annex A to the
minutes.)

Mr. Elderkin led the discussion of the budget for Phase IV
of the University Campaign. It was noted that the campaign
costs have been less than the projected 5 per cent of
the campaign receipts.

It was agreed that the budget as presented be adopted.
(The budget is attached as Annex B of the minutes.)

REPORT OF THE
BUILDING
COMMITTEE:
The minutes of the 113th meeting of the Building Committee
were circulated at the meeting as a Report of this Committee.
This Report is attached to the original of the minutes.

Mr. Laidlaw led the discussion of the Report.

Arts 1 Building - Dr. Love outlined the basis of the
requirements for Arts 1. In reply to a question he
indicated that this was the third such document that had
been brought forward to the Board, and that except for some
revisions as a result of the change in enrolment projections,
the material in this document was similar to the other two.

He indicated that 80,000 square feet net was required for
additional space for the Faculty of Arts, and that 13,000 square
feet had been planned for the Instructional Aids Department.
He reported that the estimated cost was $7,000,000 of which
$1,000,000 was for TV equipment, and was still subject to
further study.

Replies to questions:

a) Dr. Love indicated that the Loeb Building was designed
for Social Sciences and that any space vacated by Art,
Music, or Administration would be used by the Social
Sciences.
b) Mr. Whenham reported that it is general policy for the University to provide areas within appropriate buildings for the display of works of art.

c) The President indicated that the construction of this building would not in any way jeopardise the provision of space, should it be decided that a College of Education be located on the campus, and planners for the University have taken this possibility into account in the development of the campus site plan.

d) It was suggested that the proposed 80 x 80 foot tower does not lend to the type of modular arrangements that are currently being used for structures of this type. Mr. Whenham replied that the 80 x 80 foot tower proposed by the architect was not a fixed planning requirement, and that in the development of plans for a particular building, the architect would develop the module most appropriate for the space requirement of the user.

It was agreed that the planning document as amended by the Building Advisory Committee be adopted as the basis of planning for this project.

Science-Engineering Library – Mr. Laidlaw reported that the Building Advisory Committee and the Building Committee had examined the planning documents for the Science-Engineering Library in detail, and that the present library's capacity would only be sufficient till 1972, and that it was recommended that a Science-Engineering Library be constructed for occupancy by 1971.

It was reported that the Science-Engineering Library would be a separate building within the Science-Engineering precinct, and that this division of library resources has taken place at other universities. The estimated cost of the building is approximately $2,000,000.

It was agreed that the document presented for the Science-Engineering Library, as amended by the Building Advisory Committee, be adopted as the basis for the planning of this facility.

Final Sketch Plans – Parking Garage – Mr. Laidlaw reported that the Building Committee had heard the presentation by the architects and had seen the final sketch plans for a parking garage, proposed to be built next to the Administration Building. He indicated that this design has gone forward so that the plans would be ready if the Government agreed that this type of facility would be eligible for financial assistance by the Government.

It was reported that our submission in relation to this project is still being considered by the Provincial Government.
Final Sketch Plans - Parking Garage (cont'd):

Mr. Laidlaw noted that the traffic consultant was studying the problem of the intersection immediately adjacent to the proposed garage and that the recommendation concerning this project was subject to a satisfactory solution of this problem.

It was agreed to approve the sketch plans and to proceed with the completion of the working drawings and specifications of Phase I Parking Garage, subject to the satisfactory solution of the problem of the intersection.

Mathematics Building - It was reported that the Building Advisory Committee and the Building Committee had examined the planning document in detail. This project was first envisaged to provide 120,000 square feet but on subsequent examination because of the decrease in enrolment projections, removal of the television facilities from the building and the reduction in the seating requirement the space requested is now 73,000 square feet.

Replies to questions:

a) Dr. Love pointed out that some time ago the University had considered whether it would be appropriate to provide separate space for each of the Science departments or to provide buildings which served each of the functions such as undergraduate laboratories, classrooms and offices for all of the Science faculty and that a decision had been made because of the particular differences in facility requirements that each Science department would have its own building.

b) It was reported that within this project, space is not provided for a computer installation. It was reported that the Provincial Government is dealing with the computer question as a separate item and that each university is not likely to have its own computer. There is provision in the long range plans for a building adjacent to the Mathematics Building which could house a computer should the University obtain one.

It was agreed that the planning document presented as amended by the Building Advisory Committee should serve as a basis for the planning of the Mathematics Building.

Parking - It was agreed that 75 additional parking spaces would be constructed in Parking Lot No. 5, which is located between the Field House and Bronson Avenue. It was reported that these spaces will be paved and that the lot has a life expectancy of ten years.

Mathematics Renovations - It was agreed that Room 512 in the Physics Building be partitioned to provide two offices for the Mathematics Department.
Graduate Student Residences - It was reported that the Building Advisory Committee had referred the recommendation of the Residence Sub-Committee about Graduate Student Residences to the Graduate Space Sub-Committee.

Change Order - It was agreed to approve an extra of $1,983.90 for the MacOdrum Library Alterations 1967.

Steacie Alterations 1968 - It was agreed to approve the renovations to Rooms 328, 510, and 118 in the Steacie Building and the list of the equipment presented for these rooms except for item No. 6 - Argon Ion Laser. It was reported that these renovations and equipment represent part of the original plan to convert temporary space to final use as the undergraduate and graduate programme expands.

St. Patrick's College Renovations - Mr. Laidlaw reported that this item posed two questions for the Building Committee. The first of these was the general question of where the final location of St. Patrick's College was to be, and that the Building Advisory Committee had recommended that a decision on this matter should be made as soon as possible. It was pointed out that unless this was done the University would continue to make substantial renovations to the buildings at the St. Patrick's campus so they could be used and that it was difficult to determine what renovations were appropriate until the question of the final location was resolved. The Board directed that the appropriate committees of the University consider the question and bring forward recommendations to the Board. The second question was consideration of the proposed renovations for next year which are estimated to cost $207,000. Dr. Love outlined what these renovations were and it was indicated that most were needed for the operation at the campus in the next year and that they would be used for a minimum of five years.

It was agreed to approve the proposed renovations to St. Patrick's College at an estimated cost of $207,000.

C. J. Mackenzie Building -

a) It was reported that the Building Advisory Committee had received the detailed list of furniture for the third phase of the C. J. Mackenzie Building which is estimated to cost $21,849.21 and for which a budget allocation of $22,000 had been previously approved. It was reported that this furniture was office furniture and would be similar in style to that already used in other phases of the building and that where possible bids would be received for the provision of this furniture.
REPORT OF THE BUILDING COMMITTEE (Continued):

C. J. Mackenzie Building (Continued):

b) It was reported that the Building Committee had approved renovations to the C. J. Mackenzie Building, for an estimated cost of $85,000. It was expected that these renovations represented conversion of temporary or unallocated space to final use.

It was suggested that the term renovation is not appropriate, since the change in the use of space had been planned for when the building was designed, and it was suggested that when such items as this are reported or recommended in the future, a different terminology be used.

It was agreed to approve the recommendation of the Building Advisory Committee for the improvements to the C. J. Mackenzie Building, at an estimated cost of $85,000.

University Centre Mural - It was reported that the Building Advisory Committee had recommended an expenditure of $4,000, for a feasibility study of a light mural for the University Centre. During the discussion of the financing of this proposal, it was reported that a potential donor had been involved with the discussions concerning this proposed work of art, and had not yet expressed any enthusiasm for the project, though there is some doubt whether it is the art work which she objects to, or the estimated amount of $28,233.

It was reported that an allowance of $40,000 in the budget of the building had been included for art work, and that this budget has received approval in principle from the Provincial Government.

After some discussion, it was agreed to approve the feasibility study for a light mural up to the amount of $4,000.

Tory Renovations 1968 - It was agreed to approve the renovations to rooms 617, 632, 264, 293, and 297, for an estimated cost of $5,950, as a charge against the contingency allowance for the present Tory renovations contract.

It was reported that this work is principally changes to the mechanical systems of the building, for research areas.

Landscaping Project 1968 - It was reported that the Building Committee had agreed to add $9,000 to the previously approved budget for this project, for sodding a playing field behind the residences. Mr. Whenham indicated that on the morning of the last Building Committee meeting, the University had received three tenders for this project, and that the low bidder had withdrawn his bid because he had forgotten a major item.

As a result of the discussion of the Building Committee, Mr. Whenham had been instructed to negotiate with the architect and the next lowest bidder, to see if a reduction in the price was possible,
Landscaping Project 1968 (cont'd.)

because the second bid was larger than the project budget. He reported that he had been able to reduce the Dibblee Construction bid from $128,240 to $125,142, and that the other bid that had been received from M and S Martin had been $147,490.

It was agreed that the amended low bid of Dibblee Construction for $125,142 be accepted.

Mr. Whenum reported that bids had been received for various parts of this project as follows:

Road Work and Overpass Construction

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dibblee Construction</td>
<td>$887,101.15</td>
</tr>
<tr>
<td>Francon Limited</td>
<td>999,675.83</td>
</tr>
<tr>
<td>W. D. Laflamme</td>
<td>1,099,396.40</td>
</tr>
<tr>
<td>Keystone Contractors</td>
<td>1,128,178.83</td>
</tr>
</tbody>
</table>

It was reported that within this amount there is an allowance for work done for the City in connection with the Bronson intersection, as a result of negotiations with the City to do this under one contract, and the estimated amount of this work is $84,245. It was further recommended that a prime cost allowance of $22,000 be added to this contract so that the necessary sewer construction can be done at the same time as the road work.

Mr. Whenum reported that the University received the following tenders for the construction and paving of parking lots within the Road Project 1968:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>H. J. MacFarland</td>
<td>$6,594.80</td>
</tr>
<tr>
<td>Dibblee</td>
<td>6,878.40</td>
</tr>
<tr>
<td>Francon</td>
<td>8,463.56</td>
</tr>
</tbody>
</table>

The total project cost based on these tender prices is estimated to be $980,981.45, and the last figure approved by the Provincial Government as a project cost was $1,090,580.

It was agreed that the low tender of Dibblee Construction for the road work and overpass construction for $887,101.15 be accepted, and the low tender of H. J. MacFarland of $6,594.80 be accepted, for construction and paving of the parking lots, and that provision within the budget should be made for a prime cost allowance of $22,000 for sewer work.

The Chairman reported that the design for the proposed Board Room in the Administration Building was now under consideration, and that it would be desirable to have a small committee of the Board look at the proposals for this room, and also to examine how the Board conducts its business, and make recommendations concerning this matter.

It was agreed that a Committee consisting of Mr. Elderkin as Chairman, and Mr. Jeffrey and Mr. Gibson as members, be established to look at the proposals in the new Board Room, and to examine the procedures concerning how the Board conducts its business.
The Bursar reported that the University had received capital advances from the University Capital Aid Corporation, and issued Debentures for the following amounts on the dates indicated:

$700,000 - March 15, 1968
500,000 - April 15, 1968
700,000 - May 15, 1968

The present interest rate for the Debentures is 6 3/4%.

It was reported that the University has received notice from the Bank of Nova Scotia that, effective May 8, 1968, the minimum lending rate at all Canadian Branches of the Bank of Nova Scotia will be 7 1/2% simple interest per annum.

Mr. Turner reported that he and Mr. Whennham had met with Mr. F. E. Ayers and Mr. N. Orr of the Planning Department of the City of Ottawa, concerning the method of financing the work required to change Bronson Avenue at the intersection caused by the new campus road at Sunnyside.

The officials present agreed to recommend to their respective organizations that the following arrangements be undertaken in respect of the change to Bronson Avenue:

a) It was agreed that De Leu Cather would re-design the intersection from that presently proposed, to achieve a reduction in cost, and to omit all widening of Bronson Avenue at the west side, except for the minor width increase necessary to provide for channelized turns into and out of the campus.

b) That the University would include all of the work into a single contract, and that the City would reimburse the University for that portion of the work done on City property. At the time of the meeting it was estimated that the City’s share would be between $50,000 and $60,000.

c) The University agreed to make the necessary arrangements for permission for construction on property other than that owned by the City or the University, i.e. the Department of Transport.

It was agreed that an agreement be made with the City, based on the report of the negotiations.

It was reported that the University has received a letter from Dr. D. G. Fish, Secretary of the Steering Committee for this Commission, expressing the appreciation of the Commission for the University’s willingness to release Professor Rowat from his academic duties to enable him to work with the Commission.
COMMISSION ON
RELATIONS BETWEEN
UNIVERSITIES
AND GOVERNMENT
(Continued):

Dr. Fish further requested that the University undertake to provide space for the Commission and undertake the responsibility for the accounting of its funds, and including members of the staff of the Commission within the University Staff Welfare plans.

It was agreed that, if space is available, it would be provided to the Commission, at a maximum rate of $4.00 per square foot only, payable monthly, and that the University would undertake to include the staff of the Commission within its welfare plans, for which the University would be reimbursed, and that other services and facilities of the University be provided to the Commission at those rates for which those services are now provided to the Agricultural Economics Research Council.

SAGA FOODS:

It was agreed to contract with Saga Foods of Canada, Limited, for the provision of food services at the University for the fiscal year 68/69, on the basis of the following changes to the existing agreement:

a) That the Loeb Building Cafeteria be changed from a management fee contract to an arrangement where the University receives a percentage of the gross sales.

b) That the board charge for residence students be increased from $2.00 to $2.09 per boarding student per day.

c) That for the Loeb Building Cafeteria, the Snack Bar in the University Commons, and the summer operations, the percentage of gross sales paid to the University be increased from 5% to 7 1/2%.

d) That the operations of the St. Patrick's Food Services contract be maintained on a management fee basis, for which the University will pay Saga Foods $700.00 as the management fee, during the life of the proposed contract.

PEDESTRIAN
AND VEHICLE
UNDERPASS:

It was agreed that the University should enter into a private crossing agreement with the Canadian Pacific Railway, and the Canadian National Railway, for the underpass located on the Rideau campus property on the Rideau River Road.

COURT ACTION
RE

It was reported that the University took action against in the County Court, for non-payment of a , and that the University was successful in this action.

INSURANCE
COMMITTEE:

It was agreed to re-appoint the Insurance Committee as it is presently constituted, for the year 1968-69.
RETIREMENT

MRS. THERESA VAHEY:

It was reported that quotations were received from three companies for a fixed dollar annuity and from two companies for a variable annuity. The best bids were, Manufacturers Life Insurance Co. for the fixed dollar annuity, and the Industrial Life Insurance Co. for the variable annuity. The University is now in the process of selling the units in the Retirement Plan for Mrs. Theresa Vahey, and will purchase the appropriate annuities from the two companies indicated.

STAFF CHANGES:

It was agreed to approve the list of Staff Changes, which were circulated with Notice of Meeting, with the following amendments. (This list is attached as Appendix C to the minutes.)

Mrs. Ann Baker - The salary for July 1, 1968 should read $4,720, or $393.34 per month, instead of the $4,900 indicated.

Mr. R. J. Talbot - Under Budget Adjustment 1967/68, page 3, as per budget $7,800 - revised $8,100.

MEMBERSHIP BUILDING ADVISORY COMMITTEE:

It was agreed to appoint Mr. George Hunter as a member of the Building Advisory Committee, as the student member, in place of Mr. Barry McPeake.

TERMINATION:

The meeting terminated at 3:15 p.m.

D. C. McCown, Secretary.

D. A. Golden, Chairman.