CARLETON UNIVERSITY

Minutes of the 199th Meeting
of the
BOARD OF GOVERNORS

Time: Wednesday, June 26, 1968, at 12:30 p.m.
Place: The Board Room - H. S. Southam Hall

PRESENT:
Mr. D. A. Golden, Chairman, Mr. V. S. Castledine, Dr. A. D. Dunton, Mr. C. F. Elderkin, Mr. C. F. Elliott, Mr. F. E. Gibson, Mr. C. L. Jeffrey, Dr. C. J. Mackenzie, Mr. M. W. Mackenzie, Mr. T. R. Montgomery, Dr. H. Pullon, Mr. L. Rasminsky, and Mrs. A. H. Zimmerman. Also present: Mr. F. J. Turner, Mr. J. E. Whelan, and Mr. D. C. McEown, Secretary.

HONOURS TO MEMBERS OF THE BOARD:
The Chairman expressed on behalf of the Board its congratulations to Mr. Coolican on his appointment as Chairman of the Ottawa-Carleton Regional Government, to Mr. Laidlaw on his appointment as Commissioner of Patents, and to Dr. Dunton on his election as Chairman of the Committee of Presidents of the Provincially Assisted Universities of Ontario.

MINUTES:
It was agreed that the minutes of the 198th meeting be adopted as circulated.

COMMITTEE OF PRESIDENTS:
The President reported that it was the intention of the Committee of Presidents that the Universities in consultation would attempt to resolve some of the problems related to the co-ordination of university programmes to reduce the need for the government to make such decisions.

He indicated that the Committee was trying to come to an agreement amongst themselves concerning teacher education, allocation of library resources, and the development of engineering and geology programmes within the Province.

He indicated that the Committee was now dealing with the question of the recent capital allocation for the Provincial fiscal year 1968/69, and though Carleton had done reasonably well under the present methods the Provincial distribution of money for capital for the next year presented some of the other universities with major difficulties which the Committee would have to examine.

He reported to the Board that Dr. MacDonald, former president of the University of British Columbia, would be replacing Dr. Sheffield as the Executive Vice-Chairman to the Committee of Presidents and that Dr. MacDonald would be taking on this responsibility as a full-time job.
COMMITTEE OF PRESIDENTS
(Continued):
The President was pleased to report that he had been informed by the Chairman of the Committee of Presidents Sub-Committee on Capital, that Professor Love was recognized as one of the most knowledgeable men in the field of Campus Planning by his colleagues on the Committee.

RECRUITING:
The President indicated that recruiting at Carleton was now almost completed for the next year and that on the whole it had been very successful.

STRATEGIC STUDIES:
The President reported that the University had been informed that it would receive a grant from the Department of National Defense for work in strategic studies and as a result of this grant he indicated that the University was appointing Mr. Alister Buchan and General Charles Foukes for work in this area during the coming year.

ESTABLISHMENT OF A PROFESSORSHIP IN BIOLOGY:
The President reported that Dean Nesbitt had been informed that a Mr. C. S. Wood had indicated that he was prepared through a foundation, to finance a Professorship of Systematic Zoology and that the capital amount discussed was $400,000. Though these decisions have not been concluded it appears that the University will be the recipient of this money. It was further indicated that if the University acted quickly that it could appoint Dr. Henry F. Howden, a Research Officer with the Central Experimental Farm, whose qualifications makes him eminently suitable for this Professorship and that this arrangement and appointment would add strength to the Department of Biology. The President, therefore, requested authorization to appoint Dr. Henry F. Howden on the expectation that the University would receive the foundation support for the Professorship. The Board agreed to this request, and further authorized the President to take those steps necessary for the establishment of a Professorship in Biology with Mr. C. S. Wood, or such organization as Mr. C. S. Wood would choose for a vehicle for his contribution.

FACULTY SALARIES:
In reply to questions the President reported that the salary ranges at Carleton for each of the categories was still below the Ontario average and that it would be necessary in the future to try to remedy this situation.

APPLICATIONS FOR STUDENTS FOR NEXT YEAR:
The President reported that as a result of the changes in the admission and the application procedures for the universities in Ontario the number of applications for admission was higher than in previous years, but that the number of students who have been admitted is not as high as expected. The University hopes to improve this situation by making changes in the operation of the Registrar's Office during the summer period.
On the recommendation of the President it was agreed that the following be approved:

ACADEMIC APPOINTMENTS

Effective July 1, 1968

Dr. D. C. Rose, Visiting Professor of Physics $6,000 p.a.
Stuart L. Jacobson, Assistant Professor of Biology $10,500 p.a. plus $600 travel
Christopher R. Levenson, Assistant Professor of English $10,100 p.a. plus $750 travel
Miss Inna Tolstoy, Lecturer in French, St. Patrick's $7,900 p.a.
W. R. Davis, Research Engineer $9,500 p.a. plus $400 travel

Half-Time effective July 1, 1968

Charles Foulkes, Visiting Professor of Military and Strategic Studies $6,000 p.a.

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

Alastair Buchan, Visiting Professor of International Affairs $9,000

Effective July 1, 1968 with half-time leave without pay granted in 1968-69

G. Bruce Doern, Assistant Professor of Political Science $4,750 p.a. (nominal salary $9,500)

Effective July 1, 1969

Jean F. P. Blondel, Visiting Professor of Political Science $12,000 p.a. plus $1,000 travel

ADMINISTRATIVE APPOINTMENTS

Effective June 1, 1968 to August 31, 1968

Mrs. Jacqueline Larkin Brown, Commission on Undergraduate Teaching and Learning in the Faculty of Arts $500 per month

Effective July 15, 1968

C. Peter Turner, Research Assistant to the President $6,600 p.a.
APPOINTMENTS, LEAVES, ETC: (Continued):

LIBRARY APPOINTMENT effective July 15, 1968
Mr. Tiit Kodar, Book Selection Librarian $ 7,200 p.a. plus 350 travel

RESIGNATIONS

Effective June 19, 1968
Steven Griffiths, Secretary to the Commission on Undergraduate Teaching and Learning in the Faculty of Arts

Effective June 30, 1968
F. J. Blum, Assistant Professor of Psychology, St. Patrick's
W. A. Kearns, Assistant Professor of History, St. Patrick's
Ilmar Strauss, Staff Librarian
R. Trites, Assistant Professor of Psychology, St. Patrick's

Effective August 30, 1968
M. Kvetan, Cataloguer, Library

TERMINATION OF SERVICES effective June 30th, 1968 with severance allowance until September 30th, 1968
John Nicol, Registrar

TERM APPOINTMENTS COMPLETED JUNE 30, 1968
S. Kumon, Economics
G. H. Martin, History
R. M. Punnett, Political Science
B. Webb, Sociology

SPECIAL LEAVE OF ABSENCE WITHOUT PAY 1968-69
W. W. Kasper, Lecturer in Political Science, St. Patrick's
E. J. Watson, Associate Professor of Philosophy, St. Patrick's

LEAVE OF ABSENCE WITHOUT PAY
For the period August 15, 1968 to May 15, 1969
W. Makios, Assistant Professor of Engineering

For the period July 1, 1968 to September 30, 1968
Caroline Midgley, Publications Officer

REMOVAL ALLOWANCE
M. Welsh, Assistant Professor of Classics $ 300.00

NOMINAL SALARY 1968-69 while on leave of absence without pay
G. P. Browne, Associate Professor of History $ 12,800 p.a.
REDUCTION IN SALARY effective July 1, 1968

Norman Robertson, Paterson Professor of International Affairs $15,000 p.a.

RESIGNATION AS DEAN OF STUDENTS effective July 1, 1968

R. A. Wendt, Professor of Psychology academic salary $18,000 p.a.

COUNSELLING APPOINTMENT

Half-time effective July 1, 1968

Mrs. Donna M. Blum, Counsellor $5,000 p.a.

STUDY LEAVE 1968-69

Dr. R. A. MacKay, Professor of Political Science $5,000 grant

REMOVAL ALLOWANCE INCREASE

M. J. Sydenham, Professor of History $1,500

The President reported that since the last meeting of the Board at which the Preliminary Report of the Board’s Committee on University Government had been accepted, the Senate had met on several occasions to consider the question. As a result of these meetings the Senate has proposed the following:

a) Student participation - The Senate has proposed that students be elected as representatives of the Majors and Honours students in each department as participants in the departmental deliberations and discussions and that these student representatives plus the full-time members of faculty for each department then become the members of the faculty board to which the department belongs.

These newly constituted faculty boards consisting of both the students and the faculty then shall elect from their members, 30 members of the Senate and in turn the Senate shall nominate from its membership, 4 members, either students or faculty, for election to the Board.

Members of the Board expressed the concern that this method did not guarantee student membership at the Senate or Board level. It was reported that the proposed arrangements had been originally put forward by the Students’ Council and that the present Students’ Council had, during the recent discussions, maintained their preference for this scheme even after it had been pointed out that the scheme did not guarantee representation for students at the Senate and Board level. The students had stated, during the discussions, that they preferred the system in which students were chosen for membership at the Senate and Board level on the basis of their merit as contributors rather than on the fact that they were students and that the guaranteed student representation might be constituted by the more radical elements of the student body as tokenism, whereas the scheme based on merit did provide the students, if they could convince their faculty colleagues, with the possibility of greater representation.
It was pointed out, after lengthy discussion on the matter at Senate, that it now appeared that the question of student representation at the various levels was accepted and therefore it would be unlikely under the proposed scheme that students would not be represented at the Senate and Board level.

b) Arising out of the changes in the proposals for student participation the Senate has recommended that it be constituted as follows:

- 36 members elected from the faculty boards
- 10 ex officio members
- 2 members of the Board of Governors
- and not more than 12 special appointments

So that the University Act may be changed to reflect the proposed requirements the Senate has proposed, that the Board of Governors request, a change to the present University Act in regards to the composition of the Senate as follows:

"There shall be a Senate of the University, at least half of whose members shall be elected by the faculty boards."

This proposed amendment embodies the principle of an elected Senate but also permits the University without requiring legislative amendment to change the details of the composition of Senate, should it be necessary to do so if additional faculties or Schools are added or should there be some changes in the academic organization.

It was agreed that the proposal presented be adopted in principle but that it should be noted that the Board did so on the understanding that the student body recognized, and agreed, that there was no guarantee of student representation at the Senate or Board level and that the students preferred that their representation of these bodies be determined jointly by the faculty and student members of faculty boards and Senate.

REPORT OF THE BUILDING COMMITTEE:

The minutes of the 114th meeting of the Building Committee were circulated prior to the meeting as a Report of the Committee. (A copy of the Report is attached to the original of these minutes.)

The President requested Mr. Whynham to lead the discussion of this Report.
Mr. Whernham outlined three major items of importance within the Report and two items which the Secretary had omitted from the Report. These were:

Capital Assistance from the Province for the Provincial Year 1968/69—Mr. Whernham reported that the Building Advisory Committee had met with Dr. Gray and Mr. Golden after receipt from the Provincial Government of a capital allocation of $9,050,000 for projects which have been approved and $3,000,000 for projects in planning for the next Provincial fiscal year.

The purpose of this meeting was to prepare a priority list of projects in planning which the Provincial Government had asked to be submitted by June 13, 1968. From this list, which is attached as Appendix A to these minutes, it is indicated that the $3,000,000 allocated by the Province to Carleton for its projects in planning should be adequate and in fact, it may be difficult to spend all of this $3,000,000 on these projects.

The Chairman stated that after the meeting had been called, the University was informed that certain projects which had been thought to be in the category for which the $3,000,000 was allocated, had been transferred by the Provincial Government to the approved project category and even with the inclusion of planning costs and some construction costs for the Multi-Purpose Hall and the Parking Garage, which are projects that there are many questions as to whether the University will be able to proceed with them, had meant that the capital allocation by the Province would be sufficient to meet the University requirements in the next fiscal year.

It was pointed out that the priority list that they sent to the Province has been to the Board on several occasions and does not represent any changes in the previous decisions concerning the capital programme.

It was agreed to confirm the action recommended by the Building Advisory Committee.

Mathematics Building—Mr. Whernham reported that the Building Advisory Committee and the Building Committee had examined the revised space requirements and had recommended its approval, including the following:

a) the change in the distribution of size of classrooms; and

b) the addition to the requirement of a 90 to 100 seat classroom.
The Chairman read a letter from Dr. Gray in which he expressed his concern about the validity of providing classroom space based on the needs for classrooms for the Science Faculty five years after the building had been constructed, and the use of the Indiana Formula as a guide for determining classroom space utilization. Mr. Whenham explained to the Board that both of these planning criteria were under constant review and while it seems that they represent the most useful criteria on which to base decisions at the present time they are re-examined each time they are used.

After some discussion it was agreed that the planning document presented with the addition of a 90 to 100 seat classroom be approved.

Alliance Francaise - It was reported that the Alliance Francaise had requested space at the St. Patrick's campus to provide an office and a reading room and the use of a classroom for the establishment of a Centre for that organization in Ottawa, and that the Building Committee had recommended that this space be allocated to the Alliance with the question of the lease and the rent referred to the Board.

The Board discussed the question of whether the rent should be charged on a commercial basis or a nominal basis. After some discussion it was moved and seconded that the space be provided on a one year lease at $1.25 per square foot per year and an amendment was proposed that this space be provided at a nominal rent of $1.00 per year.

On division, the amendment was carried and subsequently the amended motion to provide the space to the Alliance Francaise at $1.00 per year on a one year lease was carried.

Architects for New Buildings - Mr. Whenham reported that the Building Committee had agreed to recommend that the following architects be appointed:

- Arts I Building - Murray and Murray
- Science-Engineering Library - Stankiewicz, Robbie, Vaughan and Williams
- Mathematics Building - Massey and Flanders

After some discussion it was agreed to appoint the architects as recommended.
Predesign Study - Roads 69 - Mr. Whinham reported that the Building Committee had authorized a predesign study of a proposed entrance at the south-west end of the campus.

This entrance and associated roadway is an addition to the work previously approved for Road Project '69, and represents a proposal to gain access to the University from Colonel By Drive at a more advantageous location than the University presently has.

It was agreed that this predesign study be authorized.

It was agreed to adopt the remainder of the recommendations outlined below contained in the Report of the Building Committee:

Intersection - Stage I, Parking Garage
Change Orders - Central Heating Plant
Renovations to Students' Council Space
Book Stores
University Book Store
Room 511 - Physics Building
St. Patrick's Campus

The following items were reported for information:

Long Range Plan - St. Patrick's College
Tutorial Services
Request for Additional Office Accommodation for the 1968/69 Term
Appointment of an Acting Chairman for the Building Advisory Committee for the Summer of 1968
Christmas Tree Farm
Negotiations with Canadian Union Public Employees Roads 1968
The minutes of the 30th meeting of the Staff Welfare Committee were circulated as a Report of this Committee at the meeting. (A copy of the minutes of the 30th meeting are attached to the original of these minutes.)

The President asked Mr. Turner to lead the discussion of this Report. Mr. Turner outlined the major questions of policy which had been recommended in the Report.

It was agreed to adopt the recommendations contained in the Report of the Staff Welfare Committee outlined below:

- Group Life Insurance:
  - Provision of Additional Units to Members of the Plan at the Time the Number of Units Were Increased

- Total Disability Plan:
  - Definition of Base Salary
  - Definition of Total Disability
  - Acceptance of a Proposal Concerning Claims Arising from Alcoholism, Mental Illness and Drug Addiction
  - Acceptance of a Proposal to Increase Benefits Payable to the University

- Retirement Plan:
  - Report of Information on a Faculty Member whose Pension was Considered to be Close to Being Inadequate
  - Report of Purchased Annuities for Retired Staff Members

The following items were reported for information:

- Retirement Plan:
  - Supplementary Plan for Tax-Paid Amounts
  - Sale of Royal Trust Units at Retirement
  - Reciprocal Agreement with the Federal Government
  - Definition of Status of Employees for Staff Welfare Plans
  - Major Medical Plan
  - Report of Action of Amendments to the Plan for Retired Persons
  - Report on the Premium for 1968/69
  - Report on Complaints Concerning the Plan

- Total Disability Plan:
  - Report on Employees Receiving Benefits Under This Plan

It was reported that the University had issued a debenture of $1,200,000, dated June 15, 1968, following receipt of a capital advance for this amount on June 21, 1968.

Authority was given by the Board at its 196th meeting on the 21st March, 1968, to issue debentures totalling $7,000,000 in the six-month period ending September 30, 1968.
REQUESTS:

Mr. Morris Zagerman - It was reported that the University had received notice from the solicitors of the estate of the late Mr. M. Zagerman that his will contains a bequest for the University of $1,000 for its use absolutely.

After some discussion, it was agreed that on receipt of the bequest from this estate that $500.00 would be allocated to the general University Capital campaign and that $500.00 would be allocated to the University Centre Building Fund.

TORY BUILDING ALTERATIONS 1968:

The Board approved the following correction to the minute concerning this item, passed at its 197th meeting on April 17, 1968.

"The following tenders were received:

<table>
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<tr>
<th>Construction Company</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Coady Construction</td>
<td>$77,883</td>
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<tr>
<td>Sirotek Construction</td>
<td>79,177</td>
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<tr>
<td>Phillips Construction</td>
<td>80,344</td>
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<tr>
<td>Follock McGibbon Construction</td>
<td>83,231</td>
</tr>
<tr>
<td>Brule Construction</td>
<td>83,720</td>
</tr>
<tr>
<td>Johannsen Construction</td>
<td>87,913</td>
</tr>
</tbody>
</table>

The low tender of Coady Construction for $77,883 was accepted and to this was added $3,680 for work at the Central Control Panel in the Central Heating Plant for connection of environment controls to the panel to produce a contract cost of $81,533."

MEMBERSHIP BETTER BUSINESS BUREAU:

The Bursar reported that the University had been approached by the Better Business Bureau about becoming a member of that Bureau.

He reported that the Bureau had been providing assistance to students by advising them about firms that are offering summer employment.

After some discussion, it was agreed that the University not become a member of the Better Business Bureau.

CHANGE ORDERS:

Central Heating Plant - The following Change Orders for this project were approved:

C.O. #14 - provision and installation of a protective canopy above flue gas analyzing equipment Extra $149.50

C.O. #16 - provision and installation of new bus bar, monorail assembly Extra $845.18
It was reported that Mr. Pendlington had been appointed as a technician in the Department of Geography and comes to the University from the University of New Castle upon Tyne. To assist Mr. Pendlington in coming to the University the Associate Dean of Arts has requested that he be given a travel allowance of $400.00.

It was agreed, on the understanding that a travel allowance for non-academic staff was not to become general policy, that a travel allowance of $400.00 for Mr. Pendlington be authorized.

It was reported that two of the sub-contractors have filed liens against Baseline Construction and that this could cause problems with the University receiving money from C.M.H.C. However, the University has amounts of money held back for this project and if necessary could put the money into court to satisfy the requirements of the liens.

The Bursar reported that the University had received as a capital project an amount of money which represented the difference between the amount provided under the old Provincial capital formula and the new capital formula and that the amount authorized by the Province was in line with the estimates made by the University.

Mr. Turner reported that in discussions with the National Capital Commission concerning this piece of land that the National Capital Commission had indicated that they wanted to change the boundary line along the side fronting Dow's Lake and that after some discussion an agreement had been reached to recommend that the boundary line would be the same for this piece of property as it was for the other parts of the campus fronting on the Canal.

He also reported that the officials of the National Capital Commission had indicated that they were prepared to recommend leasing this land to the University for 40 years at $500 per acre per year. It was reported that to the best of the University officials' knowledge of capital and current assistance programmes of the Provincial Government that this $500 per acre would have to be charged to the current operating budget.

The Board felt that it might be possible to make a better arrangement for the purchase, or lease, of this land, and it was agreed that the President and the Chairman of the Board, at an appropriate time this summer, would make representation concerning this piece of land to the appropriate ministers of the Federal Government.
STAFF CHANGES: On the recommendation of the Bursar it was agreed that the list of Staff Changes, attached as Appendix B, which has been circulated prior to the meeting, be approved.

It was agreed that the increases recommended by the Bursar for the employees in the Mail Room as reported to this meeting be approved. The recommendation is attached as Appendix C.

NOMINATING COMMITTEE: It was proposed that the Nominating Committee for next year be constituted in the form recommended in the Preliminary Report on University Government, and that the Chairman be empowered to appoint its members.

The Board agreed to this proposal.

TERMINATION: The meeting terminated at 2:40 p.m.

D. C. McEown, Secretary.

D. A. Golden, Chairman.