THIRD ANNUAL MEETING OF THE OTTAWA ASSOCIATION
for the
ADVANCEMENT OF LEARNING

DATE: July 13, 1944.

PLACE: Chateau Laurier, Salon B.

PRESENT: Dr. H. M. Tory, Mr. Charles G. Cowan, Mr. F. C. Jennings, Dr. W. C. Macartney, Mr. H. S. Southam, Mr. E. J. Jenkins, Mr. A. A. Crawley, Mr. W. R. Creighton, Mr. F. G. Patten, Mr. W. S. Woods, Lady Kingsmill represented by Mrs. Gordon Lennox, Mr. Lesslie Thomson, Mr. S. A. Cudmore, Mr. W. E. Herbert, Miss E. P. MacCallum, Mr. C. H. MacLaren, Mr. C. C. Gibson, Mr. A. L. Neal.

The Chair was occupied by Mr. H. S. Southam.

Attention was drawn to the Agenda laid down in the By-Laws of the Association for procedure at Annual Meetings.

MINUTES: The Minutes of the last annual meeting were read by the Secretary, Mr. Gibson, and approved.

REPORTS FOR THE YEAR: Expecting Mr. Gibson to be absent from the city, the President explained that he had prepared a short report in outline which it was necessary he should give as it was only in outline.

In his report the President stated that the Constitution required that there should be not less than six meetings of the Board of Governors during the year: in fact eight had been held.

He reported that the Registration for the Session 1943-44 was 855 as compared with 745 for the Session 1942-43. He stated that the difference was made up by the addition of the Institute of Public Administration. Every course offered had sufficient registration to warrant its being given: the decision as to the number required for any given course
was based on the general principle that, on the average, the teaching staff should be paid from the students' fees, while the administration be paid from the gifts which were received from time to time. This had not been quite realized in 1943-44.

**STAFF:**
Forty-one instructors have been employed during the year; 34 in the College and 7 in the Institute.

**STUDENTS:**
Attention was called to certain cases of outstanding merit. A number of students had completed their second year and would be certified to the university of their choice to complete their degree. Another group had completed the work of the first year. Approximately 500 students tried examinations.

**NEW DEVELOPMENTS:**
The President reported further on new developments for which the Board had made provision for next year. In addition to the 34 courses offered in the Faculty of Arts, 4 new courses, one in Portuguese, one in Higher Accounting, one in Advanced Chemistry and one in Music are being offered.

Four new courses are also being planned in the Extension department: Modern Trends in Education, The Evolution of Knowledge, Journalism, and the Far East.

**New Degree:**
In the Institute of Public Administration the work will be greatly extended, the Board having decided to offer a degree to be known as "B. P. A.", to students who have completed two years in the Faculty of Arts and then take a certain number of courses in the Institute. The new courses offered next year are as follows: Principles of Civil Service Organization, the Principles of Public Finance, Advanced Accounting and Auditing, Problems of International Relations, Social Legislation, Agricultural Organization and Policy, Natural Resources, Statistical Services.
NEW BUILDING FOR DAY WORK: With regard to day work, the President stated that the Board of Governors had under consideration the establishment of day classes immediately following the end of the war, especially for the purpose of meeting the requirements of men returning to Canada who would be taking advantage of the Government's provision for further education. The problem of obtaining suitable building for that purpose was one that was especially under consideration.

EXECUTIVE ASSISTANT: With regard to a successor to Mr. Shaw, the President reported that he had had a number of interviews with possible candidates but had not yet succeeded in finding a suitable person. He had before him the names of several men who would be excellent but who were not yet able to be released from their present positions. This might be changed if the war ended soon.

TREASURER'S REPORT: In the absence of the Treasurer, the Auditor's report was read by the President. The report showed that there was a cash surplus at the end of the year amounting to $5,116.15 of which the amount of $2,420.00 had been carried over from last year. The year's surplus was, therefore, $2,696.00. This means that the difference between the surplus of last year and this is practically the amount of the salary of the Executive Assistant. The President further stated that during the two year, the necessary office equipment had been purchased and these items of expense would not be repeated. The financial statement showed assets of just over $11,000.

The President added that this condition was brought about, to a certain extent, by the small cost of teaching; this could not be continued indefinitely.

On motion of Mr. C. A. Cowan and Mr. Lesslie Thompson, the report was adopted.

APPOINTMENT OF THE AUDITOR: On motion of Mr. C. C. Gibson and Mr. E. J. Jenkins, Mr. A. A. Crawley was appointed Auditor for the coming year.
BY-LAWS:

The Secretary reported that at the last meeting of the Board of Governors By-Law Number 4 had been amended increasing the Board from 21 to 24, or three groups of 8 instead of three groups of 7. This required confirmation by the Association. The Association agreed unanimously.

The President stated that as 7 members of the Board retired automatically under the By-Laws, it was necessary to fill the vacancies. On motion of Dr. W. C. Macartney and Mr. F. G. Patten the 7 members were re-appointed for a further term of three years, viz: Mr. C. C. Cowan, Dr. McGregor Besson, Colonel C. M. Edwards, Mr. C. G. Gibson, Lt. Col. Fraser Hadley, Mr. F. C. Jennings, and Mr. W. S. Kidd.

On motion from Mr. C. C. Gibson and Mr. F. C. Jennings, Mr. Fred White and Mr. W. R. Creighton were appointed Governors, to retire 1947 and 1946 respectively. One vacancy was left open for appointment later. (retiring 1945).

GENERAL DISCUSSION:

1. Mr. Thomson asked if the Association had authority to grant degrees.

The Secretary, Mr. Gibson, replied that there was nothing to prevent the Association awarding a degree — it was a matter of acceptance by university authorities and Departments of Education.

2. Miss MacCallum said that there was a need for special courses for the less ambitious and less gifted students who still wish to widen their horizons.

The President replied that this was one of the first considerations in setting up the Extension courses: that the language courses provided a certain outlet for these people. In addition, a school for drama was at present being considered.

3. Mr. Neal said that Ottawa was in a unique position in that the national institutions situated
here, such as The National Research Council, the National Gallery, and the Archives gave a substantial basis for a graduate school, especially in Science.

The President stated that this had already been considered but that much work would have to be done in the education of the public, the Government departments and the universities before it could be realized. The Institute of Public Administration was a beginning. He hoped to see just such an institution in Ottawa eventually.

ADJOURNMENT: The meeting adjourned.