FIFTH ANNUAL MEETING OF THE OTTAWA ASSOCIATION

for the

ADVANCEMENT OF LEARNING

DATE:       June 25, 1946
PLACE:      Ladies' Cafe of the Chateau Laurier
PRESENT:    Dr. H. M. Tory, Dr. M. M. MacOdrum, Lady
            Kingsmill, Dr. J. E. Robbins, Col. C. M.
            Edwards, Mr. W. E. Herbert, Mr. A. S. Southam,
            Dr. McGregor Lasson, Mr. W. M. Connor, Mr.
            R. J. McDowell, Mr. A. Cohen, Mr. Frank
            Patten, Mr. A. M. Laidlaw.
MINUTES:    The minutes of the last meeting were read
            and approved.
AGENDA PAPER: The President pointed out that the agenda
              paper was in accordance with that set out
              in the By-laws.
TREASURER'S REPORT: The treasurer submitted a report of the
                    state of finances as of May 31st. (see attached)
                    It showed expenditures of $81,909.82, of
                    which $5,000.00 was invested in a Government
                    Bond, leaving the balance of expenditure at
                    $76,909.82. Receipts amounted to $81,618.95
                    showing a small balance of revenue over ex-
                    penditures to that date. He pointed out that
                    there was considerable income yet to accrue
                    from the fees from the Government, but along
                    with it there would be a considerable expend-
                    iture in connection with the equipment for the
                    various buildings for the new work of 1946-47.
                    It was expected that a substantial balance
                    would be available at the end of the year.
                    It was moved by Mr. Connor and seconded by
                    Mr. Southam that the report of the treasurer
                    be adopted.
SECRETARY'S REPORT: On behalf of the Secretary, the President made
                    a short report. This report showed:
                    1. The Board of Governors held eight meetings
                       during the year.
                    2. The registration had grown from 745 in
                       1942-43, to 2,200 in 1945-46, the year just
                       closed.
3. The number of instructors employed during the year, full and part-time, was 104. With regard to the students, the President reported that the response of the students generally to the instruction given was of very high order, and he was especially pleased in the work done by the returned veterans.

4. The President reported that during the year the Board of Governors had decided to divide the work of the College into two faculties:

1. The Faculty of Arts and Science, which would include Commerce, Journalism and the freshman Year of Applied Science;

2. The Faculty of Public Administration. In order to give the Faculty of Public Administration the same academic value it was decided to lengthen the course to cover the same period of time as the Arts and Science course so as to make the number of hours of instruction the same. Further, the whole matter of the Faculty had been restudied by a group of Senior members and teachers from the Public Service in the hope that a much more effective piece of work could be done with regard to requirements. In order to carry this out, it was decided to form a Senate to deal with educational problems. The Senate should consist of eight members of the Board of Governors, Educational Directorates of the various courses, and a select number of representatives of the two faculties. This would really be a special committee which would advise the Board of Governors on educational matters. In order to make this still more effective, a new by-law was passed approving the appointment of a Chancellor. The by-law is as follows:

'The Board of Governors may, when it is deemed fitting, appoint a Chancellor of the College whose duties shall be those usually performed by such an official. The appointment shall be for a period of five years and may be renewed. The Chancellor shall be ex-officio chairman of the Senatus Academicus'.
The President reported that for the first time students had reached the graduating stage and that there would be four or five graduates who would receive their diplomas at the meeting of Convocation which is to be held on the 23rd of October.

STAFF APPOINTMENTS:

During the year a number of appointments were made. Mr. A. W. Beattie, M.A., was appointed to a permanent post in English. Mr. R. Gamble was appointed for the year in Mathematics to assist in the work among veterans. Mrs. G. Hambleton, M.A., had given full-time for a number of months as well as Mrs. A. W. Gillettland. During the year, also, Professor L. N. Richardson was placed in charge of the work in Applied Science and will continue with us next year. Mr. J. A. Wyatt, B.A., Mr. F. V. Alexander, B.A., and Mr. J. W. Mayne, M.Sc., had been giving full-time for the number of months. Some of these instructors will continue with us next year depending upon the registration and the requirements.

BOARD OF GOVERNORS:

The President called attention to the fact that a group of Governors must retire at this meeting but were open for re-appointment. Of this retiring group, Mrs. Norman Robertson especially requested that she should not be reappointed, and Mr. W. R. Creighton also expressed the wish to be released because of his inability to give sufficient time. The resignations of these two were accepted and on the motion of Dr. Easson, seconded by Mr. W. E. Herbert, the following five were reappointed, viz.: Dr. John E. Robbins, Mr. W. A. Connor, Mr. E. J. Jenkins, Mr. F. E. Bronson, and Dr. M. A. Tory.

It was again moved by Dr. Easson and seconded by Mr. Herbert that Mr. Kenneth Greene and Mr. W. D. McKewen be appointed to take the place of Mrs. Robertson and Mr. Creighton. The President was requested to see Senator Patterson and invite him to become a member of the Board.

RECOGNITION:

Mr. Herbert raised the question as to the extent of recognition given by Canadian Universities to Carleton College. Dr. Tory replied that all the Universities had agreed to accept the first
two years in Arts and Science, and Queen's, Toronto, and McGill had agreed to accept some students from our First Year Applied Science course. This was all the recognition that had been sought to date.

GIFTS: The President reported that during the year two special grants had been made to the College. One gift from the Women's Canadian Club for $3,500, and another from a friend who wished to remain anonymous, for $500, to be placed in the Building and Endowment Fund.

OTHER BUSINESS: Arthur A. Crawley & Company were appointed auditors for the year.

ADJOURNMENT: There being no further business, the meeting was adjourned.

[Signature]