MINUTES
of the
FORTY-FIFTH MEETING
of the
BOARD OF GOVERNORS
of the
OTTAWA ASSOCIATION FOR THE ADVANCEMENT OF LEARNING
(Carleton College)

TIME:
Thursday, March 3, 1949, at 5:00 p.m.

PLACE:
Faculty Room, Carleton College

PRESENT:
Dr. H. S. Southam (chairman), Mr. V. S. Castledine, Dr. McGregor Basson, Col. C. M. Edwards, Mr. E. J. Jenkins, Mr. W. S. Kidd, Dr. M. M. MacOdrum, Mr. A. E. MacRae, Mr. W. D. McKewen, Mr. T. R. Montgomery, Mr. Justice I. C. Rand, Dr. J. E. Robbins, Mr. Norman Wilson. Also Mr. E. F. Sheffield and Mr. F. J. Turner.

MINUTES:
The Minutes of the previous (44th) meeting were approved.

REPORT OF EXECUTIVE COMMITTEE:
The minutes of the 20th Meeting of the Executive Committee were distributed with the call to meeting.

Insurance - Contents of Garage, Students' Union

It was agreed that the 200 desk chairs valued at $10.00 each, stored in the garage at the rear of the Students' Union should be insured for $2,000.

Purchase of Academic Hoods:

It was agreed that the College should acquire not more than 125 hoods and as many fewer as possible; that the hoods should be rented to the students at a charge sufficient to amortize the purchase price in five years; and that the possibility of securing the hoods as a gift from some local business firm should be explored.

Athletic Fee:

It was agreed to recommend the following change in fee structure in advance of the recommendation of the Athletic Board: (1) Reduction of the present Students' Association Fee from $13 to $11 for full-time students per year and the reduction of the Students' Association Fee of $2 to $1.50 for part-time students per subject. (2) The institution of an Athletic Fee of $5 for full-time students per year and 50¢ per subject for part-time students.
Health Service Fee

"In order to provide to students the service of a complete medical examination the Health Service Fee is hereby increased to $5 for the academic year 1949-50. It will be reduced to a minimum of $2, however, on presentation of a satisfactory certificate of Medical examination and a receipt for payment".

It was moved by Mr. Kidd, seconded by Col. Edwards that the members approve the actions of the Executive Committee.

WAYS AND MEANS COMMITTEE:

Mr. Castledine reported that the President with the assistance of the Ways and Means Committee had sent a letter to the Hon. Dana Porter, Minister of Education, requesting a grant from Provincial Funds for the support of Carleton College. Copies of this letter had been sent to Premier Kennedy and the Hon. George Dunbar asking their support of the request, and a copy to the Hon. George Drew for his information. In answering this letter the Hon. Mr. Porter had stated that the sum of $65,000 was being included in the estimates as a grant to Carleton College for the year 1949-50.

The President read the correspondence.

The Board expressed to the Ways and Means Committee its grateful thanks and the Ways and Means Committee was asked to continue its efforts.

ANALYSIS OF REGISTRATION:

Mr. Sheffield presented an interim report on registration. This report showed a total registration for 1948-49 of 1500 students made up as follows:

- Total Day division 571
- Evening Division Summer Session 127
- Evening Division Winter Session 603
- Department of General Education 281 less 82 duplicates.

Comparison with 1947-48 reveals that in the day division enrolment is 36 more than last year; in the Evening Division 130 less than last year; in the Department of General Education 83 less than last year.

An analysis of home addresses indicates that 76% of the day division students live in greater Ottawa, a further 10% in other parts of Ontario and 5% in Quebec. The remaining 10% from all other provinces of Canada except Prince Edward Island, also Newfoundland, the United States and Turkey.

Mr. Sheffield's estimate of the enrolment in the Day Division is that it will decline to 526 in 1949-50 and to 485 in 1950-51, from which point it will begin to increase. The explanation of this decline is that while the number of High School graduates entering Carleton College is increasing it is not increasing rapidly enough to make up for the large number of student veterans presently enrolled in the College who will be graduating in the very near future.
NEW INSTRUCTIONAL STAFF APPOINTMENTS:

Dr. MacLeod requested that he be authorized to engage the services of eight new instructors in the fields of English, Accounting, Psychology, Biology, Chemistry, Economics and Political Science, at a total cost of about $35,000. The need of a full-time Director of Recreation was discussed. It was moved by Mr. McKewan, seconded by Dr. Basson that Dr. MacLeod be authorized to spend up to $35,000 to secure the services of instructional staff for the departments previously mentioned.

PATRONS OF THE DANCE:

Dr. Southam, for the Board, thanked Dr. and Mrs. MacLeod and Mr. and Mrs. Kidd for acting as Patrons and Patroness at the College Spring Prom.

OTTAWA LADIES' COLLEGE GRANT:

Dr. Southam expressed the thanks of the Board to the Ottawa Ladies' College for its grant of $3,000 for the year 1948.

ADJOURNMENT:

The meeting adjourned at 6:05 p.m.

C. C. Gibson
Secretary

H. S. Southam
Chairman