MINUTES

of the

FIFTY-FIFTH MEETING

of the

BOARD OF GOVERNORS

of the

OTTAWA ASSOCIATION FOR THE ADVANCEMENT OF LEARNING

(Carleton College)

TIME: Thursday, February 23, 1960, at 5 p.m.

PLACE: Faculty Room, Carleton College

PRESENT: Dr. H. S. Southam, Chairman, Mr. V. S. Castledine, Dr. McGregor Fasson, Col. C. M. Edwards, Mr. N. S. Kidd, Dr. W. C. Macartney, Dr. M. M. MacOdrum, Mr. A. B. MacRae, Mr. W. D. McKewen and Mr. N. F. Wilson. Also present Mr. E. F. Sheffield and Mr. F. J. Turner.

MINUTES: The minutes of the previous (54th) meeting were approved.

WAYS AND MEANS COMMITTEE: Mr. Castledine reported the receipt from the John Price Jones Co. Inc. of a survey report on the proposed campaign, in which postponement to February, 1951 was recommended. The Ways and Means Committee had agreed that the campaign should be so postponed.

No recommendation for interim financing could be presented at this meeting as the meeting of the Ways and Means Committee scheduled for February 20th to deal with this matter had had to be postponed to February 24th.

The report of the Ways and Means Committee was approved and it was decided that a special meeting of the Board of Governors might be called to consider interim financing when the Executive Committee had a firm recommendation and if, in the opinion of the Executive, such a special meeting was desirable.

REPORT OF THE EXECUTIVE COMMITTEE:

Reported for Confirmation:

Instructional Staff Sick Leave:

The payment to Professor Wilgar of his salary for February and March, 1950 was recommended.

Tuition Fees for Staff Members:

The Executive Committee recommended that full-time members of the staff, the spouses and children of such members be charged no tuition fees and that all other relatives and members of the staff be charged full tuition fees.
Library Tenders:

The Executive Committee recommended publication of a Tender Call notice in the Ottawa newspapers when tenders are invited for the Library.

Instructional Salaries:

The Executive Committee recommended payment to Mrs. Brown and Mrs. Chamberlin, assistants in the English Department, of $150 each, extra, in the period January to May, 1950, because of work done in Professor Wilgar's absence.

Maintenance Staff Changes:

The following changes in Maintenance Staff were approved:

Resignation of Mrs. R. Harris, effective January 14, 1950
Employment of Mrs. M. Stewart, cleaner, at $95.00 per month, effective January 16, 1950.

Reported for Information:

Open House Committee:

It was agreed that two members of the Board of Governors should be asked to serve on the Committee to plan Open House.

Architect's Retainer Fee:

It was reported that Abra, Balharrig and Shore had agreed to waive their retainer fee of $500 for the year 1949-50 in view of the projected construction of the library building.

Financial Report, Canteen:

The canteen operations showed the following results:

<table>
<thead>
<tr>
<th>Date</th>
<th>Loss/Profit</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 15 to 30th</td>
<td>loss</td>
<td>$278.87</td>
</tr>
<tr>
<td>December 31 to January 6th</td>
<td>loss</td>
<td>$176.44</td>
</tr>
<tr>
<td>January 7 to 14th</td>
<td>profit</td>
<td>$142.79</td>
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<tr>
<td>January 14 to 20th</td>
<td>profit</td>
<td>$112.90</td>
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<td>January 31 to 27th</td>
<td>profit</td>
<td>$27.07</td>
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<tr>
<td>January 28 to February 3rd</td>
<td>profit</td>
<td>$29.92</td>
</tr>
</tbody>
</table>

Financial Report, Current Operations:

A statement of current income and expenditures to January 31, 1950 showed that of the budget income of $243,450.00, $220,115.00 had been received to January 31, 1950, and of the budget expenditures of $303,902.00, $189,334.00 had been spent to the end of January, 1950.
Because of the receipt of further information about university practice in cases of sick leave it was moved by Mr. Kidd, seconded by Dr. MacOdrum, that the Executive Committee be asked to reconsider the decision regarding Professor Wilgar and that the question of a physical examination for new members of the instructional staff be considered. Carried.

It was moved by Mr. McKewen, seconded by Mr. Wilson, that the remaining items of the report of the Executive Committee be accepted.

**FACULTY CONFERENCE:**

Dr. MacOdrum proposed that a conference of members of the teaching staff be held at Rideau Glen Lodge on May 22 and 23, 1950. The purpose of the conference would be to discuss in a social atmosphere the problems and accomplishments of the year. The Board approved the idea in principle and an expenditure up to $150.00 was authorized to help defray the cost.

**MARCH MEETINGS:**

Dr. MacOdrum reported that a series of three dinner meeting was planned for March. The first of these was to be a meeting of the principals of the high schools of Ottawa and district to discuss the problems common to secondary schools and universities, particularly the proposed changes in the high school curriculum. The other meetings planned were with training officers of various Government departments and with personnel officers of various industrial firms in the Ottawa Valley. The Board expressed approval of this proposed series of meetings.

**ADJOURNMENT:** The meeting adjourned at 6 p.m.

C. C. Gibson
Secretary.

H. S. Southam
Chairman.