

**VICTORIA UNIVERSITY
(TORONTO, ON)
BOARD OF REGENTS**

87.125V Box 4 File 2

**Board of Regents minutes 1959 - 1963
Index at front and after 1960**

Adamsen, Gordon (Architects)	238B, 239A
Addison Memorial Scholarship	273
Admission Scholarships	225
Ager, O. E.	228
Allen, Elliott	254, 257
Allen, J. B.	269, 283, 292, 293
Allen, Miles, Fox and Johnston	254, 257, 300A
Almones Bazaar	256
Annesley Hall	229-30, 234, 244
Annual Appeal	288
Annual Meetings	246, 289
Annual Reports	297
Anonymous	223, 256
Appeal (Living Endowment)	224
Appointments Committee	223, 292
Archives Committee	277
Archives Report	300C
Arnup, J. D.	269, 283
Arnup, The Very Rev. J. H.	269, 283, 293
Ashforth, A. G.	269, 283, 292, 293
Ashton, Rev. G. E.	292
Atkinson Charitable Foundation	223, 228, 256, 265
Auctions	258
Auditors' Report	296
Banking Resolution	294
Barker, E. T.	277
Beatty, Miss A.	227, 265
Bennett, Dr. Harold	223, 228
Bennett, Mrs. J. S.	292
Bequests	242, 248, 284
Berman, Miss L.	273
Bickle, E. W.	269, 283, 293, 298
St Binscarth Rd.	253, 260, 265
Birtch, Rev. Dr. G. W.	289, 292, 293
Bissell, Dr. C. T.	254, 266
Blackman, Rev. E. C.	255
Bloor Street Houses	234-5, 244, 253, 258
Bloor Street Property	263, 268
Bloor Street United Church	223, 256, 257, 284
Board of Colleges and Secondary Schools	256, 268, 272
Bonds	268
Bowles, Dr. R. P.	271
Braithwaite, The Honourable L. O.	227
Brinkman, Mrs. B. H. H.	224
Brodeur, C. G.	249
Bryden, J. T.	283, 292, 293, 294
Budget	235, 238A, 238B, 277, 279, 281, 292
Building Committee	231, 239A
Building Fund	265
Bulthuis, P.	229, 266
Bursar (and Report)	252, 297-8, 300F
Bursaries	223, 256, 257, 265, 273, 284-5
Burwash Hall and Men's Residences	230, 234, 244, 265-66, 276, 277, 286-7
Business Men's Noon-day Bible Class	256
Butcher, Mrs. Harold	265
By - Laws	291

Campaign, University of Toronto	224
Campus Model	256, 285
Canada Council	288
Canadian Council, Girl Guides' Association	272
Canadian Universities Foundation	254
Caracallen, J. A.	244, 277
Carty, R. K.	223, 257
Cass, The Hon. F. M.	269, 283, 292
Chairman of Board of Regents	289
Chairmen of Departments	242, 285
Chancellor	226, 285
Charles Street Houses	253, 260, 267, 276
Chisholm, R. F.	260, 269, 283, 292
Christian Education (Prize in Emmanuel College)	294
Clark, Rev. E. G.	225
Closing of Lane and Gates	229, 233
Coburn, Miss K.	287
Coffee Shop	273
Cole, L. K.	289
Committee to Nominate Officers and Personnel	256, 285
Conductor Canada Ltd. (C. F. Wood)	283
Constitution of Board	273
Cook, Professor A. L.	256
Cooksville United Church	283
Co-opted Members	273, 292, 293
Cousland, K. H.	269, 283, 292
Cragg, Rev. C. E. J.	

Davey, Dr. Jean F.	265, 267, 292
Davidson, Edith M.	223
Davidson, Mrs. Richard	257, 285
Davidson, Dr. Richard (Memorial Prize)	223, 257, 285
Deacon, J. S.	269, 283, 292
Dean of Women (Report)	300D
de Montmolin, D. P.	273
Dietitian, Annesley Hall	276
Doherty, Henry E. (Educational Foundation)	285
Dons, Men's Residences	276, 287
Dow, John (Prize)	242, 265

Earl, L. N.	269, 283, 292, 293
Essments	236, 288
Edmonds, G. W.	292, 293
Emmanuel College	255
Emmanuel College Alumni	291
Emmanuel Colleges Bursaries, Scholarships and Prizes	223
Emmanuel College Students' Society	223, 233, 256
Enrolment	243, 285
Erian, Miss Soraya	287
Evangeline Shops Ltd.	273
Executive Committee	227, 253, 293

Faculty of Arts	254, 285
Faculty of Arts and Science	254

Faichney, T. T.	293
Falconbridge, Miss D.	223, 265
Fallis, G. A.	292
Farquharson, R. H.	273
Federal Grant	268
Fees	231, 275
Fennell, W. O.	255
Fidler, Rev. F. P.	233, 286, 292
Finance and Property Committee	224, 230, 235, 245, 251, 259, 267, 278, 288, 292
Financial Reports	220A, 245
First United Church	223, 265
Finland, Rev. Dr. W.	293
Flavelle Memorial Scholarship	242, 285
Forming, R. Russell (Scholarship)	242, 285
Fox, James C.	254
French, Department of,	295
Frye, H. N.	223, 273, 292, 293
General Council, United Church of Canada	268-9
General Motors of Canada	223, 256
Gifts	222, 227, 233, 242, 256, 265, 272, 284
Gilbert, L. A.	265
Haag, Mrs. D. W.	269, 283, 292
Hahn, Dr. Charlotte	267
Hamilton Presbyterian Woman's Association	233, 256, 265, 285
Harcourt Lodge	223, 256
Hare, F. A.	293
Harvey, Miss Martha	265
Henwood, Miss A. F.	284
Henwood, Miss M. E.	284
Heughan, Miss Olive M.	265
Hewitt, Miss Molly	287
Heywood, P. K. (and scholarship)	233, 273
Nicks, Miss Ruth	287
Hilliard, Irwin (and scholarship)	254, 272
Holland, J. D.	229
Humber Valley United Church	257
Imperial Oil Ltd.	256
International Nickel Co. of Canada Ltd.	223, 228, 256, 265
Investment Committee	292
Irving, J. A.	228
James, Wilfred C.	292, 293
Jeanes, R. W.	273
Jeanneret, Principal F. C. A.	222
Johnston, Rev. George	234
Keyes, G. L.	228
Kilpatrick, Rev. G. G. D.	243
Kingsway-Lambton Award	242, 285
Kingsway-Lambton United Church	242, 285
Kirk Club	223, 257
Kitchen (Annesley Hall)	224
Kivell, L. A.	228, 265

Landscaping	225, 235, 278
Lang, A. Wilbur	223, 256
Langford, Miss Eleanor	244
Langford, Dr. F. W.	228
Langford, H. E.	222, 269, 283, 292, 293, 294
Laurence, W. J.	277
Lawrence Park Community Church	223, 257
Lawson, C. A.	269, 283, 292
Leaside United Church	223, 257
Leaves of Absence	226, 255
LePan, Mrs. A. D.	233
Library - Building Committee	239A, 246-7, 249, 261, 264, 266, 268, 275, 286, 295
- Policy	234, 238B
- Expansion	231, 238, 238B, 239
- Report	300B
- Fee	275
Limitation (Registration)	266
Lindsay, Rev. Olivia C.	256
Little, W. J. (Scholarship)	228
Living Endowment	257, 224, 229, 245, 249, 277, 288
Loans to Staff	268
McCready, W. T.	273
MacDowell, Mrs. Thain W.	264, 273, 284, 287, 295
McEachren, Mrs. G. F.	242, 269, 283, 285, 293
McGibbon, D. W.	292, 293, 294
Macintosh, Mr. and Mrs. W.	222
MacLean, K.	242
McLeod, Wallace E.	257
Macpherson, Miss Jay	229, 244, 287
Macpherson, Professor Jessie	273
Macpherson, Professor John	234, 285
McRuer, Honourable J. C.	223, 256
Macaulay, L.	227, 269, 283, 286, 289, 293
Machine Gun in Burwash Hall	273, 287, 295
Main Building	278
Margaret Addison Hall	231, 233, 235, 239A, 244, 265
Mark Street United Church, Peterborough	223
Marshall, Charles M. (Bursaries)	223, 254
Matheson, Gertrude and A. Dawson (Prize)	223, 257
Melrose United Church, Hamilton	228, 265
Michael, Professor J. H.	222
Mills, R. S.	269, 283, 286, 292, 293
Missionary and Maintenance Committee	272
Mitchell, E. Wray (Memorial Prize)	228, 265
Modern Near Eastern Studies	285
Montreal, Bank of	285
Mooney, V. T.	254, 269, 283, 286, 292, 293

Moore, A. B. B.	273, 289, 293
Morris, John A. (Estate)	242, 248
Morris, W. J.	277
Mulock Cup (and Dinner)	249, 264, 291
National Fund, University of Toronto	246, 249, 261, 266, 268, 288
Near Eastern Studies	285, 294
Noble, W. G. (Scholarship)	233, 284
Nominating Committee	226, 268, 293
Nominations Committee	291
North American Life	238B
Officers of Board of Regents	291-2
Old St. Andrew's Chair in Public Worship	223, 228, 233, 242, 256, 260
Organ Fund (Victoria College Chapel)	260
Patterson, Miss Marion	257
Pearson, J. H.	244
Pearson, The Honourable L. B.	269, 283
Pension Plan	231, 235-6, 237, 250, 297 300A
Pickup, The Hon. J. W.	221
Pidgeon, The Very Rev. Dr. G. C.	269, 283
Pidgeon Scholarship	223, 233, 256-7, 265, 273
Pierce, Dr. and Mrs. Lorne	233
Pierce, Edith and Lorne (Scholarship)	233, 272
Piggott Construction Company	268
Planning Committee	298
Plews, Mrs. Burns	289, 292, 293
President's Bursary Fund	242
President's House	239A, 253, 260, 265
President's Report	252, 298, 300H
Principal, Victoria College	223
Principal Emeritus, Victoria College	228
Promotions	234
Property Committee	292
Public Relations Committee	257, 292
Purchases	224, 235, 259
Rathe, C. E.	244, 277
Reception of Reports	297
Registrar	300E
Registration Limitation	266
Regrets	222, 233, 242
Residences and Services Committee	224, 229, 234, 244, 250, 258, 266, 276, 286, 292, 295
Resignations	234
Resolutions	241, 261, 271
Richard, D. S.	244, 277
Ricketts, Peter	295
Riese, Professor Laure	273

Roadway	278
Robertson, H. G.	228, 285
Robson, D. O.	285
Ross, Miss H. G.	265
Ross, A. C. M.	234, 255
Rowntree, Chester B. (Estate)	272
Royal Canadian Air Force Bursary	284
St. Andrew's United Church	273
St. Thomas Street	264, 277
Salaries	239B, 274, 280B, 297
Sales	225, 230, 259-60
Scholarships	223, 242, 256, 284-5
School of Graduate Studies	228
Scythes, J. A.	227
Senate, Victoria University	293
Senior Tutor (Report)	300G
Shaw, Mrs. Mary	267
Shepard, Alfred Byron (Scholarship)	242, 286
Sheppard, G. H.	269, 283, 292, 293
Signing Officers	293
Sinclair, Goodenough, Higginbottom & McDonnell	253
Sissons, C. B.	272
Sissons, H. J.	283, 292, 293
Smyth, Rev. W. J. H. 2	223
Spencer, A. C.	248
Springer, Donald M. (Estate)	248, 260, 265
Staff Leave and Travel Fund	228, 249
Stapleford, Mrs. E. W.	227
Staples, W. E.	228, 285
Staples, William Ewart (Prize)	257
Starr, Mrs. F. N. G. (and Estate)	241, 242
Starr, Frederic Newton Gisborne (Memorial Schol.)	242
Stocks and Bonds	224-5, 260
Streetsville United Church	223
Subway	236
Summer Residence Rates	230
Superannuation and Widows' Pension Plan	237
Sureus, J. A.	228
Survey	296
Sustaining Fund	223, 257, 284
Th. M. and Th. D.	275
Taylor, J. C. (Memorial Scholarship)	223
Taylor, W. E. (and Estate)	223, 248
Thomas Trust	228, 256, 285
Thompson, K. R.	229
Thorne, Mulholland, Howson and McPherson	242, 285
Travelling Scholarship in Classics	223
Trenholme, Miss M.	244
Trethewey, W. H.	273
Trinity College	255
Trustees Pension Plan	294
United Church of Canada	223
United Church Training School	228, 274
University of Toronto Campaign	231

V. W. A. Bursaries	256
Vacation Fees	287
Vaughan, Rev. H. W.	239A, 269, 283, 292, 293
Vein, Miss Margaret	287
Victoria College Alumnae	256, 257, 278
Victoria Women's Association	223, 256
Wall Street United Church	227
Wallace, Miss L. Ethel	285
Wansbrough, F. A.	292
Watson, P. H.	244, 277
Watt, Miss Elsie	223, 228, 233, 242, 256, 257, 260-61, 265
Wells, J. H. (Prize)	226, 265
Whaler, W. L.	283, 292
White Memorial Scholarship	242, 285
Widner, Miss Alice	229, 273, 287
Wilson, Mrs. J. R. M.	286, 292, 293
Wilson, Miss Nora	244, 287
Women's Building Committee	225, 244
Women's Residences	277
Wood, C. F.	263, 269, 283, 292, 293
Wooler United Church (Memorial Fund)	257
Wymilwood Students' Union	277
York University	234, 284
Yoshinka, Jean Preston (Memorial Scholarship)	227
Young, W. H.	221, 222
Zimmerman, W.	227
Zimmerman, W. H.	222
Zimmerman-Scott Bursary Fund	222, 227, 228
Zion United Church, Brantford	223

A regular meeting of the Board of Regents was held in Alumni Hall at 4 p.m., on Thursday, January 15th, 1959.

PRESIDENT

Mr. H. E. Langford, Chairman; Mr. J. B. Allen, The Rev. G. E. Ashton, Principal M. Bennett, Mrs. J. S. Bennett, Mr. R. F. Orlshola, Principal E. H. Coulson, Dr. Jean F. Davey, Mr. J. S. Deacon, Mr. L. N. Earl, Mr. G. W. Edwards, The Rev. T. T. Faichney, The Rev. F. P. Fisher, The Rev. Dr. C. A. Lawson, Mr. L. Macaulay, Mr. R. S. Mills, The Rev. Dr. V. T. Mooney, President A. D. B. Moore, Mr. D. W. McGibbon, The Honourable J. W. Pickup, The Very Rev. Dr. G. C. Pidgeon, Mrs. Burns Flewes, Mr. H. J. Sissons, Mr. F. A. Wansbrough, Mr. C. F. Wood, Mr. W. C. James, Secretary.

PRAYER

The meeting opened with prayer by the Rev. Dr. C. A. Lawson.

THE HONOURABLE J. W. PICKUP

The Honourable J. W. Pickup, former C.J.O., entered accompanied and assisted to seat by his son Mr. John Pickup and his nurse - he was warmly welcomed by the Chairman and in brief but audible reply expressed his thanks and his pleasure at being able to attend. (Mr. Pickup and nurse retired to President's Office until the close of the meeting.)

RESOLUTION - REV. DR.

HAROLD YOUNG

The President presented, read and moved the following resolution respecting the late Rev. Dr. W. Harold Young:

"The Board of Regents of Victoria University records with sorrow the death on December 21st, 1958 of the Rev. W. Harold Young, a faithful member of the Board for ten years. He entered the ministry of the Methodist Church of Canada following an outstanding academic career in which he secured degrees from McGill and Columbia Universities and Union Theological Seminary of New York. From the very outset, Dr. Young's ministry was exercised in Churches with a large membership and heavy responsibilities including St. James Church, Montreal; George St. Church, Peterborough and from the time of Church Union until 1947 in the St. Paul's Avenue Road congregation in Toronto. His ministry in these places was distinguished by eloquent preaching, faithful pastoral care and the exercise of numerous responsibilities in the life and work of the community.

In 1947 the General Council of The United Church of Canada turned to Dr. Young to fill the important position of Secretary of the Board of College and Secondary Schools which office he filled with great ability and devotion until the time of his death. In addition to this primary responsibility, Dr. Young served the Church in many and important positions in particular heading the work of the Committee on National War Service, Chaplaincy, Overseas Relief and Church Union. He was also member of many boards and commissions and was Commissioner to General Council on many occasions. In the midst of these many labours he found time to be a most active citizen in Service Club, Fraternal Lodge and welfare organizations.

In 1948 Dr. Young was appointed to the Board of Regents of Victoria University and since that time his services to the Board and its Committees have been of a high order. Honours deservedly came to him from many sources including a Doctor of Divinity degree from Victoria University and a Doctor of Laws degree from Mount Allison University. In his passing we salute an eloquent preacher of the Word, a Church Statesman of vision, and a Canadian citizen whose love for his country was manifested in abundant service.

We express to his wife and the members of his family our heartfelt sympathy in their great loss. *

January 15, 1959

BR/PC

The resolution was unanimously approved with instructions it be inscribed in the minutes and copy sent to Mrs. Young.

ASSOCIATION REV. PROFESSOR
J. H. MICHAEL

Principal Cowland presented, read and moved the following resolution respecting the late Rev. Professor J. H. Michael:

"The Board of Regents of Victoria University desires to record its regret in the death of Professor-Emeritus John Hugh Michael, M.A., F.B.

A native of North Wales, he was a student in the University College of St. Wales, and of Disbury College. He entered the Wesleyan Methodist ministry, served in the Wakefield and Eccles Circuit and was appointed tutor in New Testament in Huddersfield College, Leeds. He came to Canada in 1913 becoming George A. Cox Professor of New Testament in the Department of New Testament in Victoria College in succession to Dean Wallace and continued in that department in Emmanuel College.

He brought to the work of that chair a notable combination of gifts, a passion for exact scholarship, the patience of the critical investigator, a deliberate judgment and a fine lucidity of exposition. His books and his scholarly articles were invariably outstanding in their clarity, balance of statement, fertile suggestiveness and meticulous exactness.

A commanding voice in the pulpit at all times with an evangelical fervour and power begotten of his Welsh ancestry and his Methodist training, and with the rare gift of the expository preacher he has rendered notable service to the Canadian Church, especially during the Great War when he acted as co-pastor in Timothy Eaton Memorial Church.

A scholar who gave distinction to the College, a teacher who never lowered his standard, a colleague whose wide reading and quest of mind were a constant stimulus to his fellow professors, a gifted raconteur whose mind was stowed with matter of very varied human interest, a friend of large and liberal hospitality, he passes from the ranks of the teaching staff with the admiration and affection of all the members of the College faculty.

The members of the Board extend their sincere sympathy to Mrs. Michael and the members of the family in their bereavement."

The resolution was unanimously carried and ordered to be inscribed in the minutes and copy sent to Mrs. J. H. Michael.

MINUTES 27 NOVEMBER, 1958

The Chairman stated summary of minutes had been sent to all members and asked for questions, if any - there being none, Mr. D. W. McElbison moved adoption of minutes - carried.

HOUSE OF COMMONS - the Secretary

(a) Presented regrets from Messrs. Arup, Ricks, Bryden, Craig, Falls, Fingland and from Mrs. McCachren, Mrs. Starr, and Mrs. Wilson at being unable to be present.

(b) Thanks and appreciation from Mr. William Macintosh, Mrs. V. Harold Young and Mr. W. H. Zimmerman.

(c) Reported payment in full of bequest of \$4000 from Estate of late Mrs. Alice Zimmerman, credited to Zimmerman-Scott Bursary Fund as directed by terms of legacy. (Capital of this Fund now \$17,682).

(d) Also letter of commendation from Principal Jeaneset to the Board of Regents on the choice of Mr. H. E. Langford as Chairman.

Meeting - Jan. 15/59 223

GIFTS

The President reported receipt of following gifts since November meeting of the Board. (These gifts being in addition to the few reported at Annual Meeting by Secretary. The Secretary had asked that he might report these at that time as the gifts had been sent directly to him.)

Atkinson Charitable Foundation	\$5000.00	Bursaries
Rev. and Mrs. Wilbur Lang	25.00	Emmanuel College Bursary
Victoria College Women's Association	1350.00	Bursaries
W. E. Taylor	300.00	J. C. Taylor Scholarship
International Nickel Company	800.00	Grant re Scholarship
Miss D. Falconbridge	50.00	Addition Scholarship
Stratcliffe United Church	200.00	Sustaining Fund
Miss Elsie Watt	2800.00	The Old St. Andrew's Chair
Honourable J. C. McKeer	100.00	George C. Pidgeon Schol.
Business Women's Club of Bloor St. United Church	25.00	George C. Pidgeon Schol.
Rev. William J. H. Smyth	4000.00	Prizes for Stewardship
General Motors	400.00	Sermons
Anonymous	600.00	Grant re Scholarships
Marcourt Lodge A.F. & A.M.	100.00	Travelling Schol. in Classics
R. E. Carv	100.00	Emmanuel College Bursary
Edith M. Davidson	30.00	Gertrude and Dawson
Mark St. United Church, Peterborough	100.00	Emmanuel College Bursary
Zion United Church - Stratford	100.00	Prize
Lawrence Park Community Church	450.00	Emmanuel College Bursary
Leaside United Church	300.00	Emmanuel College Bursary
First United Church, Port Credit	250.00	Emmanuel College Bursary
United Church of Canada	669.82	Chas. H. Marshall
The Kirk Club, Bloor St. United Church	300.00	Bursaries Emmanuel College
Emmanuel College Students' Society	81.15	George C. Pidgeon Scholarship
		Emmanuel College Students' Society Missionary Fund

The President moved that the gifts be received and those which required Senate action be referred to Senate to fix terms of award. Carried.

PRESIDENT'S ITEMS

The President first referred in feeling terms to the services rendered by Principal Bennett and reminded all present that his term as Principal would terminate on June 30th. Through recent months much time and thought had been given as regards selecting his successor, he had worked in close association with the members of the Appointments Committee, names of those with close association with Victoria and others with no association had been considered. Finally, one name stood out above all others and it was with a feeling of much satisfaction that he was presenting the name of Professor H. Northrop Frye, M.A., B.D., D.D., LL.D., F.R.S.C., as Principal of Victoria College from July 1st, 1959 at a salary of \$15,000 per annum. Professor Frye has been Chairman of the Department of English since 1952 and a member of the staff of Victoria College since 1938. The President spoke at some length as regards the many engagements Professor Frye had had during the past few years as Visiting Lecturer in universities throughout Canada and the United States, that he was a recognized scholar and author of two significant books - "Fearful Symmetry", a study of William Blake and "Anatomy of Criticism". In addition to being a graduate of Victoria, Professor Frye is also a graduate of Emmanuel and after later studying at Oxford had secured his Master's Degree.

The President then asked Mr. Ralph Mills, the Chairman of the Appointments Committee, to speak on behalf of the Committee. Mr. Mills then moved, seconded by Mr. Chisholm, the appointment of Professor H. N. Frye

January 15, 1959

SHAF

as Principal of Victoria College from the date and on the terms suggested by the President. Mr. Mills also spoke of the time which Professor Frye had devoted to his work in English and that it was the intention of the administration to recommend certain modifications in the duties and obligations of the Principal so that Professor Frye might be enabled to carry on to a large extent the work which had engaged so much of his attention through recent years. Mr. Mills also stated that he had every reason to believe that this appointment would carry the whole-hearted support of the staffs of both Victoria and Emmanuel Colleges. Motion was thereupon put and unanimously adopted.

LIVING ENDOWMENT

Mr. John S. Deacon, Chairman, Graduates Committee, reported that on account of Mrs. Brinkman's accident on first day of term complete and final figures for 1958 were not yet available but that estimate of receipts was \$23,554 with Report still to come from New York as to amount paid to and receivable from University Associates' Inc.

Mr. Deacon also reported that as University of Toronto Capital Campaign would not be held until the Fall, it was the intention to send out our Appeal for 1959 in March and that those responsible for directing the University's Capital Campaign were in complete accord with this planning. The follow-up would be made in early summer and no appeal in Fall.

REPORT - RESIDENCES
AND SERVICE COMMITTEE

Mr. D. W. McGibbon, Chairman, presented and read the following Report:

* Your Committee met on Thursday, January 8th, 1959 with all members of the Committee present.

The freight elevator in Burwash Hall has been condemned and study is presently being made of installation of new freight elevator.

Study is also being undertaken of the changes and additions which may have to be made in the Annesley Hall kitchen to furnish adequate service for the large numbers anticipated when Margaret Addison Hall is opened.

Financial statements for the period ending November 30, 1958 have been carefully reviewed and I can report that the various dining halls, residences and Students' Union are presently operating in an entirely satisfactory financial manner.

All of which is respectfully submitted this 15th day of January, 1959.*

Mr. McGibbon moved adoption of Report. Carried.

FINANCE AND PROPERTY COMMITTEE

Mr. John S. Deacon in absence of the Treasurer and of Mr. Bryden, the Vice-Chairman, presented and read the following Report:

*Your Committee met on January 14th and requests -

1. Approval of the following investment transactions effected since last meeting of the Board on November 27, 1958:

PURCHASESStocks

510 shares, Toronto-Dominion Bank, Common
exercising rights, cost

17,340.00

SALESStocks

1500 shares, Abitibi Power & Paper Co. Ltd., Common realized gain	22,791.37
2000 shares, Simpsons Ltd., Common realized gain	54,410.00
653 shares, International Paper, Common realized gain	65,024.58
325 shares, Moore Corporation, Common realized gain	23,913.00
1000 shares, Aluminium Limited, Common realized gain	21,716.68
1000 shares, Consolidated Mining & Smelting, Common realized loss	5,976.50

2. Approval of increasing the number of Admission Scholarships from 24 to 27 to Victoria College carrying free tuition. (This number will be ~~two~~ two with University College and is in accordance with gentleman's agreement made some several years ago with the then President Gody and the Principal of University College and confirmed recently by Principal Bennett with Principal Jeanerret of University College).
3. Approval of agreement for Closing of Lane between Charles St. and St. Mary St. and being at rear of lots 45, 46, 47, 48 Plan 3276. The north half of the lane to be conveyed to Victoria University and the south half to be conveyed to the Collegium of the University of St. Michael's College.

All of which is respectfully submitted this 15th day of January, 1959.

signed John S. Deacon,
(pro Chairman)

Mr. Deacon moved, seconded by Mr. J. E. Allen, the adoption of the Report including approval of purchases and sales of securities as therein set out. Carried.

In reply to a question as regards landscaping, Mr. McGibbon, the Chairman of the Women's Building Committee, said he would confer with the Finance and Property Committee as soon as the land could be cleared of contractors' supplies and equipment.

REPORT OF THE WOMEN'S BUILDING COMMITTEE

Mr. D. W. McGibbon, Chairman, reported and reminded those present that eight weeks had been lost in exceptional/fine weather in the Fall due to the strike and lock-out and that now the progress schedule indicates that Eastern Construction Company will complete their contract by June 30th.

As of to-day, the following covers state of progress:

1. All exterior masonry complete except one panel for delivery purposes left open on north wall, and penthouse structure.

January 15, 1959

BRAC

2. Erecting hollow metal screen on south (front) for doors and windows of lobby and lounge.
3. No-sal band almost complete and top floor ready for roofers.
4. Laying interior partitions on fourth floor, second and third are completed.
5. Sub station arrived January 14, 1959 for electrical power.
6. Steam main ready to be cut into existing steam tunnel.
7. Elevators installation is proceeding.
8. Framing for cupboards, etc., proceeding on second, third and fourth floors.

NOMINATING COMMITTEE

Mr. Leopold Macaulay, Chairman, gave brief interim Report stating that the present committee had been carrying on from the point at which the former committee had been working at the time of the death of the then Chairman, the late Mr. William Zimmerman. The Committee had no nomination to present at this time for the office of Chancellor.

There being no other business, the meeting closed at 4.50 p.m.

Confirmed


 CHAIRMAN

A regular meeting of the Board of Regents was held in Alumni Hall at 4 p.m., on Thursday, April 15, 1959.

PRESENT

Mr. H. E. Langford, Chairman; Mr. J. B. Allen, The Very Rev. Dr. J. H. Aramp, Rev. Mr. G. E. Ashton, Principal H. Bennett, The Honourable Mr. L. O. Breithaupt, Mr. J. T. Bryden, Mr. R. F. Chisholm, Principal E. H. Coulson, Rev. Dr. C. E. J. Cragg, Dr. Jean Davay, Rev. Dr. T. H. Davies, Mr. J. S. Deacon, Mr. G. W. Edmonds, The Honourable Mr. Leopold Macaulay, President A. B. B. Moore, Mr. D. W. McMillan, Mrs. Bursas Fless, Mr. H. J. Sissons, Mr. P. A. Wansborough, Mr. W. L. Wheeler, Mrs. J. R. H. Wilson, Mr. C. F. Wood, Mr. W. C. James, Secretary.

PRAYER

The meeting was opened with prayer by Rev. Mr. G. E. Ashton.

WELCOME

The Chairman extended a warm welcome on behalf of all present to The Honourable Louis O. Breithaupt, our new Junior member and Chancellor.

MINUTES (Board)

Minutes of the regular meeting of January 15th, 1959, summary of which had been circulated, were unanimously approved.

EXECUTIVE COMMITTEE

Minutes of the Executive Committee meeting of February 12, 1959, which had been circulated to all members of the Board, were unanimously approved.

CORRESPONDENCE - the Secretary

- (a) Regrets from those unable to attend.
- (b) Thanks and appreciation from Mr. J. Ardagh Scythes, Mrs. Stapleford and the Campbell family.
- (c) Advice from the Public Trustee of bequest from Estate of the late William Zimmerman of \$5,000 to be credited to Bursary Fund, established by Testator some few years ago.

 GIFTS

The President reported the following gifts amounting to over \$30,000. received since last meeting of the Board:

Victoria College Alumni Association	\$ 130.
Honourable Leopold Macaulay (Scholarship)	2,000.
Wall Street United Church, Brookville (Jean Preston Yoshida Scholarship)	50.
Miss Adelaide Beatty (Emanuel Prize)	100.

April 16, 1959

Mr. O. E. Ager - Donation	\$ 50.
The Atkinson Charitable Foundation	5,000.
Melrose United Church, Hamilton (Post-Graduate Fellowship, Emmanuel College)	600.
The William F. Thomas Trust	500.
Mrs. L. A. Eivell (nee Wells) (Joseph Henry Wells Prize, Emmanuel)	75.
Miss Elsie Whit (final payment 1958-59) (Old St. Andrew's Chair)	2,800.
Mrs. W. J. Little (W. J. Little Scholarship)	150.
Miss Zoe Zimmerman (Zimmerman-Scott Scholarship)	75.
Rev. E. R. Mitchell (E. Wray Mitchell Memorial Prize)	25.
A. A. Brant - Brant Award	240.65
International Nickel Company - Grant	600.
St. Andrew's United Church, Toronto (Sustaining Fund)	300.
Dr. Fred W. Langford (Emmanuel College Prize in Christian Education)	1,250.
Grant from School of Graduate Studies	14,000.
Grant - United Church Training School (second instalment)	3,000.
TOTAL	\$ 30,959.65

The gift of \$1,250. received from Rev. Dr. F. W. Langford to establish prize in Emmanuel College in Christian Education in memory of his wife was referred to Senate to fix terms of award.

PRESIDENT'S ITEMS

The President first referred to the retirement of Principal Bennett at June 30th and moved that as from July 1st, 1959 Dr. Harold Bennett be appointed as Principal Emeritus of Victoria College - enthusiastically and unanimously approved.

The President then moved the following with brief explanation in each instance:

- (a) The term of Professor J. A. Surverus, (who has reached the age of sixty-five) be extended two years.
- (b) The terms of Professor M. G. Robertson and Professor W. E. Staples, (who have reached the age of sixty-seven) be each extended one more year.
- (c) Professor J. A. Irving be granted leave of absence from January 1st, 1960 to September, 1960. (Sabbatical Leave)
- (d) Professor G. I. Keyes be granted leave of absence for 1959-60 term at half salary to be charged against Staff Leave and Travel Fund. Pension payments to be maintained. (Reference to his having won award of \$4500 from The Canada Council).

- (e) Professor Coburn to go on half time and at half salary of her rank for a period of probably three years from July 1st, 1959. (Arrangement made in co-operation with Hollings Foundation which would pay her \$6,000. annually throughout the period). Pension payments to be maintained.
- (f) Mr. Peter M. Buitenduis, B.A. (Oxon.), M.A. (Oklahoma), Ph.D. (Tulsa), be appointed to the English Department for the academic year 1959-60 with the rank of Assistant Professor and with floor salary of that rank, \$7,000, from July 1st, 1959.
- (g) Miss Jay Macpherson, B.A., B.L.S., appointed to permanent staff as Lecturer in English Language and Literature with salary of \$5,500. from July 1st, 1959.
- (h) Miss Alice Widmer, License, Sorbonne and graduate of the University of Toronto, to be full-time instructor in the Department of French for 1959-60 at salary of \$4,000, (in place of Mr. P. T. Ricketts, who returns to England to complete military duties).
- (i) Mr. J. D. Holland, B.A., appointed to permanent staff as Lecturer in the Department of Near Eastern Studies for 1959-60 at salary of \$5,500. from July 1st, 1959.
- (j) Mr. Kenneth E. Thompson, B.A. (Queen's), M.A. (Harvard), appointed as Seasonal Lecturer for 1959-60 in Department of Classics at salary of \$6,250. Travel allowance of \$250. also recommended. (In place of Keyes, while he is on leave of absence).

All above recommendations having been moved by the President, were seconded by Principal Bennett and adopted unanimously without discussion.

THE LIVING ENDOWMENT

Mr. John S. Deacon reported that the Annual Report for 1958 and the Appeal for 1959 had been mailed to all graduates, that this current mailing and a proposed follow-up in June carried the full approval and endorsement of those in charge of the University of Toronto Capital Fund Campaign. Further, it had been agreed that we would make no further appeal in the late Fall.

Brief discussion followed as to percentage contributing and as to numbers who give cash and every year.

RESIDENCES AND SERVICES COMMITTEE

Mr. D. W. McGilbon, Chairman, presented and read the following Report and stated that since the Report had been prepared the Finance and Property Committee had suggested a further study of the Amesley Hall Kitchen situation with special regard to space being found for expansion without enlarging the present building - this further study was currently in hand:

*Our Committee held a special meeting on February 23rd at which the Dean of Women and Miss Mary Van Allan were present. The purpose of the meeting was to consider certain improvements as regards furnishings and other facilities which might be undertaken in Amesley Hall so that it might compare more favourably with the new Margaret Addison Hall. Prior to this special meeting a sub-committee had been giving this special study over a period of several weeks. The findings and recommendations of the sub-committee were approved and as a result two rooms on each of the 2nd and 3rd floors will be converted into Comm. Rooms with small kitchenette

adjoining. The washroom on the main floor will be modernized (bath tub removed) and the men's washroom and cloakroom in the basement will receive attention. Total expenditure will be in the neighbourhood of \$7900. and will be met entirely from Residence funds.

Extensive studies have also been made as regards new equipment and extension of the kitchen area in Amesley Hall. At a further meeting held on the 8th instant your Committee authorized the employment of Mr. Adamson's firm to further develop the plans in hand and to furnish a sketch showing the appearance of the proposed extension as seen from the entrance of Margaret Addison Hall. It would appear at this date that an expenditure of some \$40,000. to \$50,000. will be required.

As reported to the last meeting of the Board the freight elevator in the Burwash Hall kitchen had been condemned. Plans have now been approved for the installation of a new elevator and this work will be done during the summer months.

Slight changes have been made in our summer rates and these are now almost identical with the rates charged in the Sir Daniel Wilson Residence which is our main competitor. Bookings for May and June indicate summer business should again prove satisfactory and profitable.

Financial statements for Amesley Hall and the Women's Residences, for Burwash Hall and the Men's Residences and for Myalwood Students' Union indicate that all is going along satisfactorily and closely in line with budget forecasts.

At our last meeting on April 8th a very comprehensive report was received from the Residence Council of the Men's Residence which has to do largely with the furnishings of the Common Rooms. It would appear that our Common Rooms do not compare favourably with the Common Rooms in the Sir Daniel Wilson Residence or with those in Devonshire House. It might here be noted that some \$200,000. has been spent over the last two years in remodelling the interior and completely refurbishing Devonshire House. Copy of the report from the Residence Council is now in the hands of each member of our Committee and is being carefully studied.

All of which is respectfully submitted this 16th day of April, 1959.

D. N. McGibbon,
Chairman.

Mr. McGibbon moved acceptance of Report whereupon sincere thanks of the Board were extended to Mr. McGibbon and the members of his committee.

FINANCE AND PROPERTY COMMITTEE

Mr. J. T. Bryden, Vice-Chairman, presented and read the following Report in the absence of Mr. Hinkle who was attending the meeting of the Board of Governors:

Your Committee met on Monday, April 13th, and begs to report the following transactions effected just subsequent to the last meeting of the Board in January:

SALES:

2000 Sigmans @ 33	
1000 Sigmans @ 33	\$ 65,260.
	32,650.

175 Moore Corporation @ 91 - realized gain	\$ 13,179.
1000 Powell River @ 39 - " "	27,600.
1000 McGill @ 67½ to 69 - " "	33,205.

Realized gains \$78,014. including Sigmans

Approval is requested of the following as our academic fees for 1959-60 - these are the minimum fees established by the University of Toronto:

Bachelor of Arts - \$128. an increase of \$29

Bachelor of Commerce - \$400. of which \$143. is payable to Victoria College and \$257. to the University of Toronto. This is an increase of \$12. in the College fee and \$23. increase in fee payable to University of Toronto.

(Incidental fees payable to the University of Toronto which presently stand at \$36. will probably be increased at least \$6.)

At the request of the Women's Building Committee, we are undertaking the necessary landscaping for Margaret Addison Hall and have appointed an ad hoc committee consisting of Mr. J. B. Allan, Chairman; Mr. Clare F. Wood and Mrs. J. E. M. Wilson to plan, report and advise as what should be undertaken and the estimated cost thereof.

At our Committee's request, Mr. J. T. Bryden has prepared a comprehensive memorandum covering our various pension plans. All members of our committee have been provided with a copy of this memorandum and a sub-committee consisting of Mr. J. T. Bryden, Mr. J. S. Deacon, the Principal of Victoria College and the Bursar has been set up to further examine the memorandum and report their recommendations to the next meeting of our Committee.

As a result of conferences with the University of Toronto and with heads of the Federated Colleges it has been tentatively agreed that the Federated Colleges will receive 25% of the receipts from the University Capital Campaign. The division of this 25% to be:

Victoria University	45%
St. Michael's College	30%
Trinity College	25%

Your Committee also recommends that flood lighting of our Main Building be further studied with a view to installing flood lighting this Fall.

All of which is respectfully submitted this 16th day of April, 1959.

J. T. Bryden,
Vice-Chairman

Mr. Bryden moved adoption of Report, seconded by Mr. Deacon - unanimously approved.

THE BUILDING COMMITTEE

Mr. D. W. McGibbon, Chairman, reported briefly as regards progress and extent of work completed to this date, also that plans and purchases of the entire furnishings and equipment was virtually completed, and that the second grant of \$150,000 had been received from The Canada Council.

At the suggestion of the Chairman of the Board, it was agreed an opportunity would be given to Board members to inspect the Building prior to the meeting of the Board in June.

LIBRARY EXPANSION COMMITTEE

The President reported that this committee had been unable to

April 16, 1959

OBAPC

make any progress in their plans as the University of Toronto has not yet established their new library policy which may materially effect and have great significance as regards library requirements for the Federated Arts Colleges. It was hoped this policy was settled in the reasonably near future.

The Chairman requested the Residences and Services Committee to advise the Finance and Property Committee as soon as they knew of what they require regarding Elbow Street houses for the next academic year.

There being no further business, the meeting closed at 5.10 p.m. with the Benediction being pronounced by Principal E. H. Cousland.

Confirmed *H. L. P. /*.....
Chairman

A regular meeting of the Board of Regents was held in Alumni Hall at 4 p.m., on Tuesday, June 23rd, 1959.

PRESENT

Mr. H. E. Langford, Chairman; Mr. J. B. Allen, Rev. Mr. G. E. Ashton, Dr. H. Bennett, Mrs. J. S. Bennett, Rev. Dr. G. W. Birch, The Honourable Mr. L. G. Breithaupt, Mr. J. T. Bryden, Dr. E. H. Cousland, Dr. Jean F. Davey, Dr. T. H. Davies, Mr. L. H. Earl, Mr. G. W. Edmonds, Rev. Mr. F. P. Fidler, Dr. W. Finlayson, The Honourable L. Macaulay, Mr. R. S. Mills, Dr. A. B. D. Moore, Mrs. C. F. MacLachlan, Mr. D. W. McGibbon, Rev. Dr. G. C. Pidgeon, Mrs. Burns Plewes, Mr. H. J. Sisson, Mr. F. A. Mansbrough, Mr. W. L. Wheeler, Mrs. J. R. M. Wilson, Mr. G. F. Wood, Mr. W. C. James, Secretary.

PRAYER

The meeting was opened with prayer by Rev. Dr. George Birch.

MINUTES

The minutes of meeting of April 16th were approved after the Secretary had drawn attention to slight error as regards Professor Coburn's in paragraph (a) of President's Item. As corrected, paragraph (a) should read "Professor Coburn to go on half time at salary of rank less \$6,000 for a period of probably 3 years from July 1st, 1959. Pension payments to be maintained. This arrangement regarding salary is made in cooperation with Bollingen Foundation, which will pay Professor Coburn \$6,000 annually throughout the period."

CORRESPONDENCE - the Secretary

(a) Regrets from Mrs. F. H. G. Starr, Major-General A. C. Spencer, The Honourable L. B. Pearson, Rev. Drs. Lawson, Falchney, Moomay, Armp, Cragg and Messrs. Eickle, Deacon, Chishols.

GIFTS - the President

President reported following gifts received since last meeting of the Board:

Emanuel College Students' Society	\$ 175.	For E.C.S.S. Mission Fund
Rev. Frank P. Fidler	25.	For Geo. C. Pidgeon Mem. Scholarship
Dr. Lorne Pierce	200.	Edith & Lorne Pierce Schol.
Mrs. A. D. Le Pan	25.	Furnishings Fund - Margaret Addison Hall
Hamilton Presbytery Woman's Assoc.	200.	Emanuel College Bursary
W. G. Noble	200.	W. G. Noble Scholarship
Miss Elsie Watt	3,000.	1st quarterly payment re Old St. Andrew's Chair
Evangeline Shope Ltd.	250.	Percy Heywood Scholarship
Miss Elsie Watt	1,116.	Emanuel College Chapel Chairs
		<u>\$ 5,191.</u>

Meeting - June 23, 1959

RESIGNATION'S TIMEResignation

(a) The President reported the resignation of Professor George Johnston from the Staff of Emmanuel College, effective June 30, 1959. Professor Johnston has resigned so that he may accept the position of Principal of United Theological College, Montreal, and Professor of New Testament in the Faculty of Divinity of McGill University.

The President spoke highly of Professor Johnston and avowed that his resignation be accepted with sincere regret - seconded by Principal Coulmanf - carried.

Promotions

(b) The President recommended that Professor A. C. M. Ross be promoted from rank of Assistant Professor to Associate Professor in the Department of French and that Professor John Macpherson be promoted from rank of Assistant Professor to Associate Professor in Department of Near Eastern Studies.

(c) The President reported briefly on the new library policy of the University of Toronto, whereby the Federated Arts Colleges become severally responsible for providing full library facilities for their own students of the First and Second Years in all subjects, except the Natural Sciences, as well as continuing services to arts students of the Third and Fourth Years. This policy has been approved by the Library Committee of our Senate. The President moved, seconded by Principal Bennett, that the Board approve this policy - carried.

(d) The President reported that York University has become affiliated with the University of Toronto for a period not exceeding six years.

REPORT OF RESIDENCES AND SERVICES COMMITTEE

Mr. D. W. McGibbon, Chairman, presented and read the following Report:

"Our Committee met yesterday afternoon and begs to report that it proposes to completely refurnish the Common Rooms in Gale House and South House of the Men's Residence, provide some new furnishings in North and Middle House Common Rooms and make some further improvements in some of the Dons' suites. An expenditure not exceeding \$15,000. has been authorized and will be paid for from Residence funds.

Annesley Hall kitchen problems have been given thorough study ever recent weeks by Industrial Food Services Division of Canadian Food Products Ltd. and we have adopted their last report dated June 16, 1959. To carry out the improvements and alterations covered by this report will cost approximately \$6,500. These rearrangements and improvements are within the present kitchen itself. In addition to this, it is proposed to extend the loading dock and to include a refrigerated room for garbage disposal. Estimated cost of this latter work is \$4,668. The University budget provides an amount of \$10,000. for the alterations to the Annesley Hall kitchen. This work will be undertaken immediately.

It is recommended that the number of women in residence for the session 1959-60 be restricted to the numbers which may be accommodated in Annesley Hall and Margaret Addison Hall. This would mean accommodation for 200 women in Margaret Addison Hall and 53 in Annesley Hall.

Your committee desires to retain 151 Bloor Street West as a residence for domestic staff and possibly one dietitian.

Houses number 113, 127, 137 and 147 Bloor Street West will be released by the Residences and Services Committee not later than September 15th.

Budgets for the Women's Residences, Burwash Hall and the Men's Residences and Wyalwood Students' Union have been carefully reviewed and approved for 1959-60.

All of which is respectfully submitted this 23rd day of June, 1959.

Chairman.

Mr. McGibbon moved, seconded by Mrs. J. S. Bennett, adoption of Report. After brief discussion, Report approved unanimously and thanks expressed by Chairman to Mr. McGibbon and members of his committee.

REPORT OF FINANCE AND PROPERTY COMMITTEE

In absence of the Honorary Treasurer, Mr. J. T. Bryden, Vice-Chairman, presented and read the following Report, dated June 23, 1959:

1. Your Committee requests approval of following purchases through exercising rights:

1920 shares, The Canadian Bank of Commerce	
Cost	61,440.
400 shares, The Bank of Nova Scotia	
Cost	16,000.
150 shares, Bank of Montreal	
Cost	4,800.
600 shares, Imperial Bank of Canada	
Cost	24,000.

2. Your Committee has approved the Report and Recommendations of its sub-committee on Landscaping for Margaret Addison Hall. Mr. Austin Floyd was retained as Landscape Architect. Landscaping Treatment as shown on drawing dated June 9th, 1959 was accepted. The estimated cost for preparation of planting beds and preparation of grass areas is \$10,356; plant material and planting including annuals, bulbs, large trees and nursery trees will cost approximately \$15,000. An amount of \$25,000, is included in the University Budget to cover the expenditures.
3. Your Committee has unanimously approved the Report of our sub-committee on Pensions and Retiring allowances. This Report may be summarized as follows:

- (a) to increase the maximum annual payment to participants of the Superannuation and Widow's Pension Fund to \$2400. for members and \$1400 for widows effective July 1st, 1959.
- (b) To increase the supplementary allowance to retired members of the Contributory Pension Plan to conform to the increase in (a) above so that the Annuities provided by Victoria University's contributions would not be less than the increased annuity as in (a) that would have been paid to them on a non-contributory basis had they been members of the Superannuation and Widow's Pension Fund (pursuant to paragraph G, page 174 of minutes of Board Meeting, June 30, 1957).
- (c) To make specific increases in certain individual retiring allowances effective July 1, 1959.
- (d) To change the regulations governing the operation of the General Pension Plan to allow the Trustees of the General

Pension Plan to make a contract with the North American Life to act as insurers under the plan thereby effecting a savings in pension costs which in the year ending June 30th, 1960 should amount to over \$10,000. To effect this change, paragraph 1 of Section C set out in page 292 of the minutes of the Board of Regents of May 21, 1951 should be amended by deleting the words following the word Government and adding "or one or more Canadian Life Insurance Companies or with any one or more of the aforesaid at the discretion of the Trustees of the General Pension Plan".

The amended section #1, would then read "Annuity Contracts will be made with either the Teachers' Insurance and Annuity Association or the Canadian Government or one or more Canadian Life Insurance Companies or with any one or more of the aforesaid at the discretion of the Trustees of the General Pension Plan".

4. **Resolutions** - In connection with the construction of Eloor-Danforth-University Subway the Municipality of Metropolitan Toronto requests certain easements east of the east street line of Queen's Park Crescent. Your Committee has examined the drawings and on the undertaking of the Municipality that property damage would be restored, recommends the granting of such easements.

All of which is respectfully submitted this 23rd day of June, 1959.

CHAIRMAN

Mr. Bryden moved, seconded by Mr. J. B. Allen, the adoption of the Report. Mr. Bryden explained in some detail the changes and increases as regards Pensions and Retiring Allowances and also read the Recommendations of the Finance and Property Committee, dated June 22nd, 1959, on which the Report itself was based. The Recommendations are set out in detail herewith and form part of the Minutes of this meeting.

- (a) To increase the maximum annual payment to participants of the Superannuation and Widow's Pension Fund to \$2400 for members and \$1400 for widows, effective July 1, 1959.
- (b) To increase the supplementary allowance to retired members of the Contributory Pension Plan to conform to the increase in (a) above so that the Annuities provided by Victoria University's contributions would not be less than the increased annuity as in (a) that would have been paid to them on a non-contributory basis had they been members of the Superannuation and Widow's Pension Fund (pursuant to paragraph C, page 174 of minutes of Board Meeting, June 20, 1957).
- (c) To make specific increases in certain individual retiring allowances effective July 1, 1959.
- (d) To change the regulations governing the operation of the General Pension Plan to allow the Trustees of the General Pension Plan to make a contract with the North American Life to act as insurers under the plan thereby effecting a savings in pension costs which in the year ending June 30th, 1960 should amount to over \$10,000. To effect this change paragraph 1 of Section C set out in page 292 of the minutes of the Board of Regents of May 21, 1951, should be deleted and the following substituted therefor:

1. Annuity contracts will be made with the Teachers Insurance and Annuity Association or the Canadian Government or one or more Canadian life insurance companies or with any one or more of the aforesaid at the discretion of the Trustees of the General Pension Plan.

(see Schedule B)

VICTORIA UNIVERSITY

SCHEDULE 1

SUPERANNUATION & WIDOW'S PENSION BENEFITS

Members	Age (1959)	Current PAYMENTS	INCREASE	Payments after increasing maximum to 2400 Total
Mrs. C. E. Anger	79	904.58	150.76	1,055.34
A. P. Boules	95	2,800.00	-	2,800.00
Mrs. V. de Beaumont	75	1,149.89	191.64	1,341.53
Mrs. Edith Davidson	80	1,200.00	200.00	1,400.00
John Dew	74	2,000.00	400.00	2,400.00
Mrs. S. W. de Witt	87	1,200.00	200.00	1,400.00
Mrs. Felham Edgar	60	551.96	91.99	643.95
Mrs. Alfred Gaudier	85	1,026.08	171.01	1,197.09
A. J. Johnston	87	1,702.50	340.46	2,042.96
Mrs. Thyra Lacey	63	890.40	148.39	1,038.79
W. B. Lane	87	2,000.00	400.00	2,400.00
F. W. Langford	80	2,000.00	400.00	2,400.00
Mrs. H. Lasserre	58	557.76	92.96	650.72
Mrs. V. J. Little	69	912.96	152.15	1,065.11
A. D. Matheson	71	1,400.00	400.00	1,800.00
Mrs. J. H. Michael	83	1,200.00	200.00	1,400.00
E. J. Pratt	77	2,000.00	400.00	2,400.00
Mrs. J. D. Robins	68	980.00	163.33	1,143.33
C. H. Slosser	80	2,000.00	400.00	2,400.00
Total		26,475.93	4,502.69	30,978.62

After brief discussion and some explanations from Mr. J. T. Bryden, the Report was unanimously adopted.

Note - Mr. Bryden refrained from voting as the company (North American Life) of which he is Vice-President and General Manager, would have certain benefits resulting from the adoption of the Report.

BUDGET 1959-60

Mr. J. T. Bryden, Vice-Chairman, Finance and Property Committee, presented the Budget for 1959-1960, which is attached to these minutes as **Schedule C**.

After briefly reviewing the present year ending June 30th, and speaking of the indication for the forthcoming year, Mr. Bryden moved adoption of Budget, seconded by Mr. D. W. McGibbon, which was thereupon unanimously approved.

It was noted that the Budget provided for all administration and academic salaries recommended by the President and for wages recommended by the Superintendent of Buildings and Grounds for his Department.

REPORT OF LIBRARY EXPANSION COMMITTEE

Mr. Clare F. Wood, Chairman, presented and read the following Report and moved its adoption, seconded by Mr. J. T. Bryden:

"Since its report to the Board on April 16th, 1959, your Committee has received notice that the new library policy of the University of Toronto has been established and has been considered by the Library Committee of the Victoria University Senate. The latter recommends to the Board that it concur in the University of Toronto proposal that the federated Arts colleges become severally responsible for providing full library facilities for their own students of the first and second years in all subjects (except the natural sciences), as well as continuing to supplement the University library services to Arts students of the third and fourth years.

In the light of these facts, your Library Expansion Committee has carefully reconsidered the Victoria University library situation, and begs to report that, in its opinion, the needs of Victoria College library expansion can still be met by the previously adopted specifications of additional reading-rooms, stacks, offices and seminar rooms, provided that:

- the reading rooms, stacks and offices of the Birge-Carnegie library be retained as part of the Victoria College library and used as a departmental library (probably in English);
- the new library be so constructed that its top floor may be readily convertible from offices and seminar rooms to regular library purposes, if and when need shall arise.

Your Committee has consulted Mr. Adamson and Mr. Bonnick of Gordon Adamson & Associates and has examined their preliminary sketches of a library building of simple design, 108' x 108' in dimension, with three floors totalling 43,000 square feet, the third floor being assigned to academic offices and seminar rooms. Mr. Adamson also submitted an overall plan for the siting of projected buildings on the Victoria University grounds, and recommended that the new library building be placed at the south-east corner of the property, approximately on the site now occupied by the President's house.

Your Committee therefore begs to recommend:

- that this site be approved by the Board of Regents for a new library building;

SCHEDULE 2

SUPPLEMENTARY ALLOWANCES TO RETIRED MEMBERS OF THE CONTRACTORY PENSION PLAN 1948-60

	Present Commitment	Increase	Suggested Commitment
J. S. Lawson	600.00	253.00	853.00
J. Line	1,074.96	400.00	1,474.96
H. Bennett	303.00	400.00	703.00
	1,977.96	1,053.00	3,030.96

SCHEDULE 3

RETIRING ALLOWANCES

	Age (1959)	1958-59	Increase	Suggested Amount
Miss Edith Sain		480.00	60.00	540.00
Miss Minnie Derringer		360.00	60.00	420.00
Miss J. Elliot	83	400.00	80.00	480.00
Miss D. Falconbridge	73	720.00	-	720.00
John Pearson		480.00	60.00	540.00
Mrs. W. J. Franney	71	240.00	120.00	360.00
Miss E. A. Harvie		300.00	120.00	420.00
Mrs. G. L. Jackson	80	533.33	66.67	600.00
Mrs. Elizabeth Jones		480.00	60.00	540.00
Miss May Lewis		480.00	-	480.00
James Lynn	75	1,000.00	-	1,000.00
Miss Jean Mitchell	83	300.00	120.00	420.00
Mrs. Lillian H. Paul	57	240.00	120.00	360.00
George B. Scott	78	400.00	20.00	420.00
Robert V. Snadden	74	1,020.00	-	1,020.00
William Walte	71	1,100.00	-	1,100.00
F. H. Whitebread	80	840.00	60.00	900.00
		9,373.33	1,006.67	10,380.00

Meeting of June 23, 1959.

- (b) that Messrs. Ataman & Associates be appointed the architects;
- (c) that a Library Building Committee be now appointed by the Board to direct the architects in the preparation of plans to be submitted, together with an estimate of cost, to the Board at its October meeting. This committee shall bear in mind that the Canada Council grant for a library building has been set at half the cost, up to a maximum grant of \$375,000.
- (d) that the Library Building Committee consist of the members of the present Library Expansion Committee, with power to add.

NOTE: The Board should observe that the acceptance of the above recommendations involves the necessity of providing a new home for the President.

Respectfully submitted,

"Clare F. Wood"

Chairman.

The President spoke briefly of the new University of Toronto Library Policy referred to in the Report and following brief questions, the Report was unanimously adopted and thanks of the Board extended to Mr. Wood and his committee.

The Chairman of the Board requested the Finance and Property Committee to note that adoption of this Report makes it necessary that a new suitable home be secured as a President's House.

THE BUILDING COMMITTEE

Mr. D. W. McGillibon, Chairman, thanked those who had attended earlier in the afternoon for the inspection of Margaret Addison Hall. Mr. McGillibon assured the Board that unless something entirely unforeseen arose, the building would be completed and furnished a few days prior to opening of Fall Term. The landscaping might not be completed, as most of this would have to await removal of all equipment by the contractor and also that the planting of larger trees could not be undertaken until ground is frozen.

Mr. McGillibon requested that the official opening be set for Tuesday afternoon, September 28th, and while some objections were raised to this date as being unsuitable due to it being the day after Labour Day, the date was set as specially requested by the Committee. (Due to developments later in connection with the National Fund for the University of Toronto, the date was postponed and official opening took place on Wednesday afternoon, September 16th.)

Enthusiastic thanks were expressed by all Board Members to Mr. McGillibon and all members of his Committee.

OTHER BUSINESS

Mr. Massey moved, seconded by Mr. Ralph S. Mills that The Rev. Dr. Harold M. Vaughan, M.A., B.D., Th.D., D.S., Acting Secretary of Board of Colleges and Secondary Schools, The United Church of Canada, be appointed member of the Board of Regents to fill the vacancy caused by the death of The Rev. Dr. W. Harold Young, who at the time of his death had been the Secretary of the Board of Colleges and Secondary Schools. - Carried.

There being no further business, the meeting closed with the Benediction.

Confirmed *John A. ...*

Chairman

VICTORIA UNIVERSITYSALARIES, RETIRING ALLOWANCES AND PENSIONS, JULY 1, 1959 TO JUNE 30, 1960ADMINISTRATIVE STAFF

Hevner, A. B. B.	\$ 18,000
James, W. G.	12,500
Dismore, E. M.	10,600
Stokes, F. C.	9,200

VICTORIA COLLEGE STAFF

Frye, H. E.	15,000
Surverus, J. A.	13,050
Irving, J. A.	13,050
Robertson, H. O.	12,850
Staples, W. E.	12,750
Truthevy, W. H.	12,600
Maclean, K.	12,500
Wood, J. S.	12,500
Arnold, R. E.	12,500
Coburn, Miss K.	6,500 (\$ time)
Hare, F. A.	12,000
Robson, D. O.	12,000
Johlin, R. J.	9,500
Macpherson, Miss Jessie	9,500
Riese, Miss Laure	9,500
Cook, Miss A. L.	9,500
MacLure, M.	9,500
Love, C. G.	9,000
Jenking, Miss R. I.	9,000
Keyes, G. L.	8,500 (\$ salary)
Grant, J. E.	9,000
Phild, G. M.	9,000
Macpherson, John	9,000
Rose, A. C. M.	9,000
de Montmolin, D. P.	7,700
Sprehnott, F. E.	7,300
Jeanes, R. W.	7,300
Neuinger, F. D.	7,100
Robson, J. M.	7,100
Knight, D. J.	7,100
Doyle, G. A.	7,100
Lee, K. C.	7,100
Bathe, C. E.	7,000
Buitenhuis, P.	7,000
McCready, W. T.	6,000
Holland, J. D.	5,500
Macpherson, Miss Jay	5,500

EDMUNTON COLLEGE STAFF

Cookland, K. H.	15,000
New Testament	12,000
Dobbie, R.	12,000
Kelly, W. M.	12,000
Fennell, W. G.	12,000
Ochry, J. S.	12,000
Mathison, G. A.	11,000
Jay, C. D.	8,500
Dwyer, G. W.	7,400
Reynolds, A. O. (Archivist)	1,975

SECRETARIAL STAFF

Rossett, Miss C. M.	4,250
Pife, Miss F. C.	4,250
Trott, Miss B. C.	4,000
Ross, Miss J. E.	3,650
Westlake, Miss R.	3,600
Bassard, Mrs. R.	3,550
Haigh, Mrs. E.	3,500
Calhoun, Miss E. L.	3,350
Willmet, Miss H. J.	3,350
Bridgman, Mrs. B. H. H.	3,250
Harrison, Miss H. E.	3,250
Netochart, Mrs. G.	3,000
Bath, Mrs. Mary	3,000
Thomson, Mrs. M. A.	3,300
Secretary - Dean of Women	
Secretary - Academic Staff	1,000

VICTORIA COLLEGE SESSIONAL APPOINTMENTS

Bennett, M.	\$ 8,000
Thompson, E. W.	6,250
Widmar, Miss A.	4,000
Sarrall, Miss H.	1,500
Jacquin, Miss G. M.	1,350
Language Lab. Assistant	2,700
Fellows in English	4,000
" " French	2,000
" " German	1,000

EDMUNTON COLLEGE SESSIONAL APPOINTMENTS

Graduate Assistantships	3,000
Fellows, etc.	500

RETIRING ALLOWANCES

Bain, Miss Edith	540
Bennett, H.	705
Berringer, Miss Minnie	420
Elliot, Miss J.	480
Falconbridge, Miss D.	720
Fearon, John	540
Francoy, Mrs. W. J.	320
Harris, Miss E. A.	420
Jackson, Mrs. G. L.	600
Jones, Mrs. Elizabeth	540
Lawson, J. S.	853
Lime, John	1,474.96
Loewe, Miss May	540
Iyon, James	1,000
Mitchell, Miss Jean	420
Paul, Mrs. Lillian H.	360
Scott, George B.	420
Snodden, Robert W.	1,000
Taylor, Arthur	1,160
Waite, William	1,100
Whitebread, F. H.	900

PENSIONS

Anger, Mrs. L. P.	1,055.34
Rowles, R. P.	2,800
de Beasement, Mrs. V.	1,341.54
Davidson, Mrs. Edith	1,400
Dow, John	2,400
Kiger, Mrs. Palhan	643.95
Gardner, Mrs. Alfred	1,197.09
Johnston, A. J.	2,042.76
Lacey, Mrs. Thyra	1,038.80
Lans, W. B.	2,400
Langford, F. W.	2,400
Lasserey, Mrs. Madeleine	650.72
Little, Mrs. W. J.	1,045.12
Matheson, A. D.	1,800
Michael, Mrs. Elida	1,400
Pratt, E. J.	2,400
Hobins, Mrs. J. D.	1,343.33
Dewitt, Mrs. K. I.	1,400
Sissons, C. B.	2,400

APPROVED *C. B. ...*
President

VICTORIA UNIVERSITY

SALARIES, TRAVEL ALLOWANCES AND PENSIONS, JULY 1, 1952 TO JUNE 30, 1960

LIBRARY	
Ray, Miss M. Y.	7,200
Cannon, Miss V. E.	4,700
Honey, Miss E.	4,700
Smith, Mrs. E. M.	4,400
Stoddally, Mrs. A.	4,100
Isler, Miss V. J.	3,800
Glaves, Miss E.	3,300
Fisher, Mrs. D.	3,100
Ridd, Miss M. E.	3,100
Doohan, Mrs. E.	2,600
Reynolds, Dr. A. G. (Archives)	2,000
New appointments	3,000
Temporary	1,800
BUILDINGS AND GROUNDS	
Chisholm, G.	4,300
MacIntosh, Wm.	4,250
Apm, D. C.	4,200
Pearson, A.	4,000
Purson, A.	3,600
Herbert, E.	3,000
Brown, J. J.	2,840
Brood, J.	2,800
Fleming, R. F.	2,800
Walker, D.	2,800
Durg, J.	2,700
Lowden, G. W.	2,600
Herbert, Mrs. Ursula	2,200
Stratins, Mrs. Milda	1,940
Brown, E.	1,750
Hamilton, J.	1,700
Tedd, Mrs. Sarah	1,600
Smith, Mrs. Florence	1,260
Miscellaneous and overtime	2,700

APPROVED *A. B. Morris*
President

A regular meeting of the Board of Regents was held in Alumni Hall at 4 p.m. on Thursday, October 15, 1959.

PRESIDENT

Mr. H. E. Langford, Chairman; Mr. J. B. Allen, Rev. Dr. J. H. Armp, Rev. G. E. Ashton, Mrs. J. S. Bennett, Mr. J. T. Bryden, Principal K. H. Cousland, Dr. Jean F. Davey, Mr. J. S. Deacon, Mr. G. W. Edmonds, Rev. Dr. T. T. Faichney, Rev. F. P. Fidler, Principal H. M. Frye, Rev. Dr. C. A. Lawson, The Honourable L. Macaulay, Mr. R. S. Mills, President A. B. Moore, Mr. D. W. McElbbon, Mrs. Burns Flewes, Mr. H. J. Sissons, Mr. F. A. Wansbrough, Mr. C. F. Wood, Rev. Dr. H. W. Vaughan, Mr. W. C. James, Secretary.

PRAYER

The meeting was opened with prayer by Rev. Drs Faichney.

RESOLUTION

The President presented the following resolution with respect to the late Mrs. F. N. G. Starr:

"The Board of Regents of Victoria University records with heartfelt sorrow and a deep sense of loss the death of Mrs. Frederick Newton Gisborne Starr on July 25, 1959.

Mrs. Starr's friendship with Victoria began during the time her late husband, Dr. Starr, served as a member of the Board and it continued without wavering until the time of her death. She herself has been a member of the Board for twenty-five years, during which period her wise counsel and continuous generosity have made an important contribution to the welfare of Victoria University. She was seldom absent from the meetings of the Board and was always active in the work of its committees. Not only was her interest in Victoria manifested by her Board membership but by her gracious presence at the many events which mark the busy life of the University. The students were also her concern and in particular, as Honorary President and Patroness of the Music Club, she gave a friendly guidance and direction to many generations of students, which will not be forgotten. Moreover her many gifts to the University have greatly enriched and strengthened it.

Mrs. Starr's loyal friendship to Victoria was characteristic of her life in all its relationships. The love of the Church, which was nourished in her girlhood home, continued and grew stronger with the passing years. Many good causes in the community have reason to be grateful for Mrs. Starr's generous concern for them while her interest in the cultural life of the city was deep and abiding.

Her passing has left a gap in our circle of friendship which cannot be filled. The Board of Regents is deeply thankful for all that she has been to us and done for us. We extend to her sister, Mrs. W. D. Ross, to her brother, Mr. C. W. Mackay and all the members of her family our sincere sympathy in their great loss."

It was directed that this Resolution be inscribed in the minutes of this meeting and a copy sent to Mrs. Starr's sister, Mrs. W. D. Ross and to her brother, Mr. C. W. Mackay.

MINUTES

The minutes of the meeting of June 23rd, 1959 were approved on motion of Mr. D. W. McElbbon, seconded by Mr. J. B. Allen.

October 15, 1959

GRAFC

COMMUNICATIONS - The Secretary -Receipts

- (a) Presented regrets at being unable to attend from Mrs. Clara F. McEachren, Mrs. J. R. H. Wilson, Honourable J. W. Pickup, Rev. Dr. C. W. Birch, Rev. Dr. F. T. Mooney and Mr. Nelson Earl.
- (b) Anne C. M. Starr Estate

Letter from National Trust Company Limited regarding Estate Anne C. M. Starr, requesting we undertake to comply with terms of bequest as set out in Will - Secretary instructed to advise National Trust Company Limited Victoria University would give such undertaking.

Secretary outlined terms of bequest of \$100,000; first in respect to provision of \$3,000 for the Frederic Newton Osborne Starr Graduate scholarship and secondly for balance of annual income being available for scholarships tenable by male undergraduates enrolled in Victoria College and to be known as The Mrs. F. N. G. Starr Memorial Scholarships - referred to Senate to fix terms of award for the Mrs. F. N. G. Starr Memorial Scholarships.

- (c) John A. Morris Estate

Advice of bequest (\$300) from Estate of John A. Morris (Welland, Ontario).

GIFTS

The President reported following gifts received since last meeting of the Board:

R. R. Fleming	\$ 200	R. Russell Fleming Scholarship
Mrs. Clara F. McEachren	300	Sir Joseph Flavell Memorial Scholarship
Women's Association of Kingsway-Lambton United Church	200	Kingsway-Lambton Scholarship
Miss Elsie Watt	3,000	On account re Old St. Andrew's Chair
Miss Elsie Watt	100	John Dow Prize in New Testament
Dr. A. B. B. Moore	25	President's Bursary Fund
Thorne, Mulholland, Howson & McPherson	100	Alfred Byron Shepard Prize
Miss Dorothy White	100	Memorial Scholarship
	<u>\$4,025</u>	

PRESIDENT'S ITEMS

- (a) Letter of thanks and appreciation from Emmanuel College Alumni Association in respect to recent Alumni Conference.
- (b) The appointment of Professor Kenneth MacLean as Chairman of the Department of English as successor to Professor Northrop Frye, now Principal of Victoria College.

October 15, 1959

(c) The appointment of Rev. Professor Dr. George C. D. Kilpatrick as Sessional Lecturer in Emmanuel College for 1959-60 with honorarium of \$1,000 - this moved by President, seconded by Principal Cowland and approved.

(d) Reported following as enrolment to-day in Victoria College:

	Men	Women	Total
First Year	326	245	571
Second Year	251	220	471
Third Year	173	174	347
Fourth Year	61	43	104
	811	682	1493
Special Students	6	2	8
	817	684	1501

AND Following as enrolment in Emmanuel College:

B. A. Diploma Course:

1st year	34	
2nd year	29	
3rd year	26	
Total	89	89

B. B. B. Course

1st year	5	
2nd year	6	
Total	11	11

Graduate School

Th.M.	52	
Th.D.	16	
Total	68	68

Occasionals

	6	6
Grand Total		174

October 15, 1959.

BRAC

WOMEN'S BUILDING COMMITTEE

Mr. D. W. McGibbon, Chairman, reported briefly on Official Opening on September 16, 1959 and stated committee would hold one more meeting as soon as Final Certificate received from Architects and believed by the time of the next meeting of the Board, final cost figures of Building, Furnishings and Landscaping could be presented.

RESIDENCES AND SERVICES COMMITTEE

Mr. D.W. McGibbon, Chairman, presented and read the following Report:

"Your Committee met yesterday and begs to report:

1. The Dean of Women with the approval of the President recommends the following as Dons for the Women's Residences for 1959-60:

Margaret Addison Hall

- 1st Floor - Miss J. J. Macpherson, B.A., B.L.S., M.A.
Senior Don
- 2nd Floor - Miss Pauline Sprague, B.A.
- 3rd Floor - Miss Elisabeth Doidge, B.A.
- 4th Floor - Miss Nora Wilson, B.A.
- 5th Floor - Miss Elisabeth Langford, B.A.
- 6th Floor - Miss Marilyn Trenholme, B.Sc.

Annexes Hall

- Miss Alice Widner - Licence es Lettres - Sorbonne
- Licence de droit - Faculte de droit, Paris
- Diplome d'Etudes superieures - Sorbonne

2. The Senior Tutor with the approval of the President recommends the following as Dons for the Men's Residences for 1959-60:

- J. A. Carscallen (English)
- V. J. Morris (Anthropology)
- J. H. Pearson (Business Administration)
- D. S. Rickerd (Economics)
- C. N. Genno (German)
- C. E. Rathe (French)
- P. W. Watson (History)

3. Houses number 113, 127, 137 and 147 Bloor Street West are now vacant. Such furnishings and other items may be of use have been removed and it is proposed to sell the remainder of the contents to the highest cash bidder at the earliest possible date.

4. Progress has been made in the refurbishing of the Common Rooms and Dons' suites in the Men's Residences and as of this date South House and Gate House Common Rooms have been completely refurbished and the Dons' suites in North, Middle, Gate and South Houses are substantially complete. It is our hope that we shall be able to have the new

October 15, 1959.

Furnishings for the Common rooms in North House and Middle House during the Christmas holidays.

5. Financial statements for the Men's and Women's Residences, Wynnwood and the Coffee Shop indicate adequate financial results for the year ending June 30, 1959. We shall have our usual small deficit with the Infirmary and with the Union, the latter loss is more than made up through profits from the Coffee Shop. Complete audited statements will be presented at the Annual Meeting in November.

All of which is respectfully submitted this 15th day of October, 1959.

D. W. McGibbon,
Chairman

Mr. McGibbon moved, seconded by Mr. Deacon, the adoption of the Report. Carried.

THE LIVING ENDOWMENT

Mr. John S. Deacon, Chairman of the Graduate's Committee, reported that final appeal for 1959 had been made early in June by post-card. The card stated in part: "This is our final appeal for 1959. We are leaving the field clear this Fall for The National Fund for the University of Toronto, in which Victoria and the other Federated Colleges will participate".

Receipts to June 30th were \$11,279. In July \$1,395 was received - in August, \$1,057 - in September, \$860, making total to September 30th - \$14,592, which was considerably in excess of amount for same period a year ago; contributions are still coming in practically every day.

FINANCE AND PROPERTY COMMITTEE

Mr. J. T. Bryden, Vice-Chairman, presented and read the following Report, which had been signed earlier by Mr. E. W. Bickle, Chairman and Honorary Treasurer:

"Your Committee held a Special Meeting on Friday, October 2, 1959, at which all members were present, except Mr. J. T. Bryden.

The sole purpose of the meeting was to consider the policy which should be adopted at this time in respect to the 460 foot frontage which Victoria owns on Bloor Street.

Having fully considered all aspects past, present and future, your Committee recommends:

- (a) That houses numbered 113, 127, 137 and 147 Bloor Street West now vacant be demolished forthwith, and that houses number 131 and 131 be demolished as soon as may be conveniently arranged and in any event not later than next summer, (at present these two houses are occupied by Victoria personnel).
- (b) That steps be taken immediately to lease on long term basis our entire Bloor Street frontage at an annual rental based on land value of \$35, per square foot. Two independent valuations had been secured each of which recommended an asking price of \$35, per square foot.
- (c) That Chartered Trust Company be appointed our Agent in respect to this Property.

Your Committee is fully aware of how necessary and desirable it is that Victoria maintain adequate control over the type, size and style of the building or buildings which lesser might plan to erect and if this Report is adopted all members are assured that these controls will form part of any Agreement to Lease.

All of which is respectfully submitted this 15th day of October, 1959.

E. W. Bickle,
Honorary Treasurer

October 15, 1959

DRAPC

Mr. Bryden moved, seconded by Mr. J. E. Allen, adoption of the Report — after brief discussion the Report was approved unanimously.

DATE OF ANNUAL MEETING

The Chairman stated that our By-Laws require date of Annual Meeting to be held in November be fixed at this meeting and suggested Thursday, November 26th. (Approved on motion of Mr. Bryden, seconded by Mr. McDiibbon.)

THE NATIONAL FUND FOR THE UNIVERSITY OF TORONTO.

Mr. Langford stated that the Appeal for this Fund so far as Graduates were concerned would be launched at a series of breakfast meetings on Saturday morning, October 31st and that it was the hope of the Campaign Committee that it might be announced at that time that all the members of the Board of Governors and the Board of Regents and Boards of other Federated Colleges had signed their pledge cards — that he had with him the cards for the Board of Regents and would ask the Secretary to hand these to all members present and that he himself would forward the cards by mail to those not present to-day. The cards were then distributed and the Chairman asked Mr. D. W. McDiibbon, Chairman of the Victoria Men's Division, to explain briefly the organization for the campaign.

LIBRARY BUILDING COMMITTEE

Mr. Clare F. Wood, Chairman, presented and read the following Report:

* This Committee was originally known as the Library Expansion Committee and was appointed by the Board at its meeting on April 17, 1958. The Committee was instructed to study and report on plans for providing adequate library facilities, academic offices and seminar rooms. In making its study the Committee was to have regard for "the over-all plan for the siting of future buildings on the Victoria University campus".

The Library Expansion Committee reported to the Board of Regents on June 23, 1959 and as a result of that report the Library Expansion Committee was reconstituted as the Library Building Committee. At that time the site of the new Library building was approved as being substantially where the President's house now stands; Mr. Gordon Adamson and Associates were appointed as architects and instructions were issued that preliminary plans be at once proceeded with and that an estimate of cost be secured for presentation to the Board at its meeting in October.

Your Committee and its sub-Committee have been working in close association with the Architects for the past four months and to-day submit preliminary drawings and model of suggested new Library building.

The site plan of the University campus has been prepared as requested and is here for your examination. This will be explained in detail by Mr. Gordon Adamson.

The new Library is of classical but functional type and would be

October 15, 1959

built of cut stone. The building is 120' by 116', and has an area of 44,000 square feet. The Library will provide stacks and shelving for 150,000 volumes.

The building will consist of three floors and mezzanine. The main entrance is on the north leading to the middle floor, on which is located the administrative offices and large reading room to accommodate 200 students. On the lower floor there will be stacks for 97,600 volumes together with 52 individual carrels. The top floor would be divided by movable partitions — the present drawing suggesting 15 academic offices and 4 seminar rooms.

The building will be completely air-conditioned with cleaned air. One passenger elevator is provided for together with the necessary book lift. Plate glass windows, acoustic ceilings and floors of terrazzo and vinyl asbestos are proposed.

The estimated cost of the building is \$919,260. In addition to this there will be an estimated expenditure of \$15,750 for the movable partitions and a further estimate of \$48,500 for shelving and carrels. The retaining wall, roadway and small amount of landscaping will also be an additional expense.

In the view of your committee and the Architects the plans as now submitted will provide Victoria University with a library adequate for our purposes for the foreseeable future.

Respectfully submitted this 15th day of October, 1959.

Clare F. Wood,
Chairman.

Mr. Wood then stated that just prior to this meeting the Finance and Property Committee had met and indicated that the estimated cost could be financed and would favour detailed drawings be proceeded with immediately, so that tenders might be called for at an early date as possible — thereupon Mr. Wood moved the adoption of the Report together with authority to proceed with detailed drawings and calling of tenders, seconded by Mr. Deacon and approved with no dissenting votes.

Mr. Gordon Adamson and Mr. John Bonnick were then invited to enter, first to explain the site plan of our campus for the entire area south of Charles Street and secondly the proposed layout of floors for the Library and the suggested elevation as shown by the model now on view.

Several took part in the discussion which followed, many questions were asked. There was full agreement so far as layout of the floors was concerned and on the statement by Mr. Adamson that further studies would be made of the elevation.

The meeting closed shortly after 6 p.m.

Confirmed *A. E. Langford*
CHAIRMAN.

The Annual Meeting of the Board of Regents was held at Victoria University on Thursday, November 14th, 1959. The meeting convened at 4 p.m. in Alumni Hall, adjourned at 3.45 p.m. for dinner in Burwash Hall, and was reconvened in the Senior Common Room immediately after dinner.

PRESENT

Mr. R. E. Langford, Chairman; Mr. J. B. Allen, Very Rev. Dr. J. B. Arnup, Rev. G. E. Ashton, Mr. E. W. Bickle, The Honourable L. O. Breithaupt, Mr. J. T. Bryden, Drs. R. H. Cowland, Rev. Dr. Edward Cragg, Dr. Jean F. Davey, Mr. J. S. Deacon, Mr. G. W. Edmonds, Mr. C. A. Fallis, Rev. F. F. Fidler, Rev. Dr. W. Fingland, Dr. W. Frye, Mr. R. S. Mills, Rev. Dr. V. T. Mooney, Dr. A. B. B. Moore, Mrs. C. J. McLachren, Mr. D. W. McGibbon, Very Rev. Dr. G. C. Pidgeon, Mrs. Burns Plewes, Mr. R. J. Sissons, Mr. F. A. Wansbrough, Mrs. J. R. W. Wilson, Mr. C. F. Wood, Rev. Dr. H. W. Vaughan, Wilfred C. James, Secretary.

The following were unable to remain for evening session - Allen, Bickle, Cragg, Mills, Pidgeon, Sissons and Wood.

The following were present for evening session only: Mrs. J. S. Bennett, Rev. Dr. G. W. Birtch and Mr. R. F. Chisholm.

PRAYER

Meeting opened with prayer by Rev. Dr. Fingland.

MINUTES

Minutes of meeting of October 15th, 1959 were approved on motion of Very Rev. Dr. Arnup, seconded by Mrs. Burns Plewes.

CORRESPONDENCE

(a) Regrets from Mr. Macaulay at being unable to attend either meeting and from Mrs. J. S. Bennett, Rev. Dr. Birtch and Mr. R. F. Chisholm that they could not attend the afternoon meeting.

(b) Letter from Major-General A. C. Spencer, C.B.E., LL.D., dated October 29th, 1959, tendering resignation from Board of Regents, effective as of date of letter. Moved by Mr. Bickle, seconded by Mr. McGibbon, resignation be accepted with regret and that thanks be expressed to the General for past services both during his term as Chancellor and since that time.

(c) Letter of appreciation from Mr. Gordon Adamson, dated October 30, 1959.

(d) Requests - Secretary reported:

1. Morris Estate - payment of \$300 received in full payment bequest.
2. Donald M. Springer Estate - Advice of bequest of portion of residue - the residue being divided into eight parts with one-quarter of one of such parts for Victoria College set out as follows: "To pay one quarter of such share to the Victoria College of the University of Toronto for such use as may be determined in honour and memory of Robert F. Chisholm by its Board of Governors", \$25,000 on account bequest received to-day. Referred to Finance and Property Committee for consideration and report to Board.

3. William Emerson Taylor Estate - letter from National Trust Co. Ltd., dated November 3, 1959, advising bequest to Victoria University of residue of Estate after death of widow "to be used to provide bursaries for needy and deserving students, the

November 26, 1959

terms and conditions governing the award of such bursaries to be settled from time to time by the Senate of said University".

STAFF ITEMS - the President

Mr. Claude Brodeur be appointed Sessional Lecturer in Department of Ethics from January 1st, 1960 to June 30th, 1960 during Professor Irving's leave of absence and that his honorarium of \$1,000, be charged against Staff Leave and Travel Fund - moved by President, seconded by Principal Frye and approved.

THE MULOCK CUP

Chairman drew attention of Board to fact that Victoria College had again won the Mulock Cup and suggested Board tender a dinner to the team and that the Secretary be requested to make all arrangements - carried unanimously and enthusiastically.

THE LIVING ENDOWMENT

Mr. John S. Deacon reported that as of October 31st, \$15,382 had been contributed for the current calendar year; that donations were being received almost daily, though no appeal had been made since final postcard advice had been mailed early in June.

NATIONAL FUND

Mr. D. W. McGibbon and Mrs. Burns Plewes gave verbal progress reports on behalf of the Alumni and Alumnae response respectively - Mr. McGibbon stated men's donations were averaging over \$200 and Mrs. Plewes reported that the Victoria women had pledged slightly over \$90,000 at this date.

LIBRARY BUILDING COMMITTEE

Mr. Claire F. Wood, Chairman, presented and read following Report:

" Since the last meeting of the Board a month ago members of your Committee, as well as the Librarian have had many informal conferences with our Architects.

Your Committee also met with the Architects all Tuesday afternoon, November 17th. Satisfactory progress may be reported. General location (site of President's house), design, and interior arrangements for each floor have been agreed upon.

On Thursday the 19th instant the plans were placed before the Library Committee of the Senate - Mr. John Bonnick of Mr. Adamson's office was present and explained the layout in detail. The Library Committee approved the plans.

It is our expectation that we shall be ready to call for tenders by March of next year.

Respectfully submitted this 26th day of November, 1959. "

The Report was received and thereupon Mr. Wood advised that the Library Committee would report to the Senate at its regular meeting next week and that Mr. John Bonnick would be present and explain plans in detail.

November 26, 1959

RESIDENCES AND SERVICES COMMITTEE

Mr. D. W. McGibbon, Chairman, presented and read the following Report:

" Your Committee met on November 23rd, 1959 and begs to report:

- (1) An auction sale has been held of all the furnishings in the houses at 113, 127, 137, 147 Bloor Street West. While the exact results of this sale are not as yet known, it will be substantially higher than the original cash offer we had had for the contents.
- (2) Summer business revenue for 1959 was as follows:
- | | | |
|------------------|-----------------|------------------|
| Annesley Hall | \$6,485.18 | |
| Bloor Houses | 9,844.45 | |
| Dining Hall | <u>2,892.70</u> | \$19,212.33 |
| Men's Residences | 16,651.74 | |
| Dining Hall | <u>1,938.60</u> | <u>18,590.34</u> |
| | | \$37,802.67 |

This figure is some \$6,000. higher than for the summer of 1958.

- (3) Authorization has been given for the installation of a television aerial to be erected upon the tower of Gate House.
- (4) It is our plan to complete the furnishings programme for the Common Rooms in North House and Middle House at the earliest possible date.

All of which is respectfully submitted this 26th day of November, 1959.

Mr. McGibbon moved adoption of Report, seconded by Mrs. Burns Fiewes. Approved.

PENSION FUND

Mr. J. T. Bryden, Chairman of Pension sub-committee of Finance and Property Committee, presented and read Auditors' Report dated November 3, 1959:

" We have examined the General Pension Plan of the University which became effective on July 1, 1951, and have tested the transactions covering the operation of the plan for the year ended June 30, 1959.

For the purpose of determining the payments required to be made by the University to purchase the pension benefits outlined in the plan for each participant, we have accepted a schedule of such payments calculated by Mr. E. D. Gibb, actuary of the North American Life Assurance Company.

In our opinion the transactions covering the operation

DRAPC

November 26, 1959

of the General Pension Plan of the University for the year ended June 30, 1959, as shown below, are in accordance with the provisions of the plan.

	By Participants	By Victoria University	Total
Payments under General Pension Plan	\$34,189.36	\$41,349.82	\$75,539.18
Payments under special arrangements on behalf of participants in United Church Pension Fund	<u>696.00</u>	<u>955.50</u>	<u>1,651.50</u>
Total Payments	\$34,885.36	\$42,305.32	\$77,190.68

Of the total payments of \$42,305.32 made by Victoria University, \$2,209.44 has been charged against the income of Auxiliary Enterprises and the balance of \$40,095.88 has been charged against the general operating income of the University.

signed - Allen Miles Fox & Johnston
Chartered Accountants.

The Report was accepted and approved on motion of Mr. Bryden, seconded by Mr. Birtch.

FINANCE AND PROPERTY COMMITTEE

Mr. E. W. Bickle, Treasurer and Chairman, presented and read the following Report:

" Your Committee met on November 24th, 1959 and begs to report that a contract has been signed with Teperman and Sons Limited for the demolition of 113, 127, 137 and 147 Bloor Street West. Under the terms of the contract Victoria University will receive \$626.00. The work is at present under way and should be completed early in January.

All of which is respectfully submitted this 26th day of November, 1959.

The Report was approved on motion of Mr. Bickle, seconded by Mr. Bryden.

Mr. E. W. Bickle then presented the Financial Report for year ending June 30, 1959 and read the Auditors' Report dated November 3, 1959. The Financial Report is attached as schedule to these minutes.

In moving adoption of Report, the Treasurer referred especially to the higher-salaries that were now possible, to the fact that our portfolio of stocks consisted largely of bank stocks and that in general the University finances were in a healthy state - in seconding this motion, Mr. Bryden suggested that in the future the Financial Report be forwarded to members in advance of the meeting, "academic and administrative

This suggestion was noted and the meeting unanimously approved the Report and again expressed thanks and appreciation to Mr. Bickle and all members of the Finance and Property Committee.

November 26, 1959.

RECEPTION OF REPORTS.

The President moved that Reports from Librarian and Archivist, Dean of Women, Senior Tutor and Bursar be received and urged every member to read all these Reports as each contained items of much interest (copies of these Reports had been mailed to all members with notice of meeting) Copies attached as schedules to these minutes.

BURSAR'S REPORT

As there was ample time before dinner, the Bursar was requested to go through his Report and direct attention to such matters as he might consider advisable; he reviewed briefly our summer business in the Residences and drew attention to extra work for Miss Van Allen and Miss Galbraith and suggested the possibility of a summer manager for Margaret Addison Hall and Annesley Hall. (Men's Residences always have an assistant porter during summer vacation); steadily increasing business in Book Bureau referred to; parking discussed at some length and suggested by certain members that parking be discontinued in front of Main Building as soon as work started on new Library; Graduate Records and difficulty of keeping mailing addresses up to date reviewed and also desirability of setting up permanent records of former students. Several members of the Board participated in these discussions.

The meeting adjourned at 5.45 for dinner in Burwash Hall.

Meeting reconvened shortly before 7 o'clock in the Senior Common Room. The President read his Annual Report, copy of which is attached as schedule B to these minutes. The Report was warmly received and comments on its excellence were heard on all sides. Plans for development of the Theological School with participation and co-operation of other Colleges was discussed at some length. Reference was made to the proposed establishment of another University in Northern Ontario and the responsibility of the United Church in the planning. Dons in Residence and their responsibilities to students and duties as Fellows - the President gave facts and details of the several who are presently members of the academic staff both in Victoria and in other Faculties. It was suggested the Residences and Services Committee might consult with the Senior Tutor and the Dean of Women relative to the present position of the Dons and in what manner their influence on students might be strengthened.

After the Chairman had thanked the President for his Report and the large number who were present and participated in the discussion, he closed the meeting shortly after 8 p.m.

Confirmed.....
Chairman.

GRAFC

VICTORIA UNIVERSITY
REPORT TO THE BOARD OF REGENTS
OF THE
PRESIDENT

for the session 1958-1959

Mr. Chairman, Ladies and Gentlemen:

The words "University" and "Expansion" are always associated with one another in these days of an exploding school population. It has become apparent that you cannot have one without the other. Victoria University has reason to know the truth of this observation as she, along with all Colleges and Universities, copes with the problems of a rapidly increasing student body. The rate of increase in the enrolment at Victoria College over the last three years has exceeded our original estimates and, if it should continue, it will bring us to our agreed-upon maximum of 2,200 students, well ahead of the ten-year period for which we had planned. The increases recorded for the years 1957-58, 1958-59, 1959-60 have been 11%, 6% and 10% respectively, with a total of 1509 students registered at the College this Fall. Whether the increase continues at this rate or not, it is evident that we must soon begin to plan for the limitation that is to be imposed when the maximum is reached, that it may be carried out in harmony with our traditions and responsibilities.

Meanwhile, the plans of Victoria University for meeting the demands of expansion are being carried out step by step. The schedule of additional staff appointments has been maintained, with six new members added to the teaching staff of Victoria College in the last two years, as well as additional teaching fellows in some departments. In Emmanuel College, the increase of work has taken place in the graduate department and, in order to lighten the load carried by the professors, a number of graduate assistants have been appointed. The time is not far distant, however, when there will have to be additions to the permanent staff. By the above actions, the Board hopes to maintain the staff-student proportions at an effective level, although the size of both Colleges will probably substantially increase during the next ten-year period.

The Building Programme, which was adopted by the Board of Regents three years ago to meet Victoria's expansion needs, is also moving steadily toward completion. Wednesday, September 15th, 1959, will long be remembered at Victoria as the day when the Honourable Leslie Frost, Prime Minister of Ontario, opened Margaret Addison Hall, the new residence for 200 women students, which will greatly increase our residence capacity. Our deep appreciation and profound admiration must be expressed to Mr. D. V. McEibbin and the members of his Building and Furnishings Committee for the superb job they did in the supervision and direction they gave in the erection of this handsome and effective

building. The students now in residence have already shown their boundless delight and satisfaction with their new home.

The second stage of our building for expansion is now well advanced as the Library Building Committee, under the Chairmanship of Mr. Clare Wood, prepares final plans for a new Library to be sited where the President's House now stands. It is hoped that the actual construction will begin next Spring or Summer, so that greatly increased library facilities as well as added classroom and office space will be made available by 1961. The Committee's thinking about this building had to be reviewed and revised during this last year in consequence of the new policy adopted in principle by the Senate of the University of Toronto asking the Federated Colleges to assume the responsibility of providing library facilities for first and second year students in all subjects except the natural sciences. The present plans now being developed by the Committee and Architects take fully into account this major change of policy.

While these plans have been going forward at Victoria, the University of Toronto has undertaken a truly gigantic programme of expansion, which foresees an enrolment of 25,000 students, and includes the development of a new campus on the west side of St. George St. with the expenditure of over fifty million dollars. The intricate and onerous task of preparing and executing plans for such a growth has been carried out by many committees, on which Victoria has been and is represented. For example, Dr. Frye is now serving on the President's Advisory Committee on expansion problems, while I have worked on the consultative committee on the future development of University library policy and have been a member of many conferences on expansion.

To finance a portion of this great programme, the University of Toronto and the Federated Arts Colleges have undertaken a campaign for funds, with an initial objective of \$12,600,000, of which twenty-five percent has been allocated to the Colleges. Victoria has taken her full share in the planning and conducting of the campaign, with Graduates and members of the Board and Staff occupying positions of leadership and responsibility. The extent of our involvement will be indicated by the fact that there are 750 Convalescers among our graduates and 500 among the undergraduates. This is a combined enterprise in which all the parts are concerned for the whole and the results thus far have been most encouraging.

May I venture to comment here that Victoria's participation in the expansion programme, both on her own campus and in the University of Toronto, has made manifest her confidence in her own future and the place of responsibility she is to occupy in this great University. We are assured of the significance of the contribution we can make as a collegiate community within the complex life of the Provincial University in terms of leadership, in excellence of scholarship and in the more intimate and personal quality of the college life. Of course, this is not new, since it was part of the philosophy of the Federated System from the beginning, but this position is being held with a renewed vigour and clarity. Moreover, the experiences of the past few years have brought the University and the Colleges closer together in a fresh sense of unity of purpose and

with a policy of fuller co-operation. Whatever else expansion does to us, at least these results are already with us.

While the subject of expansion is under discussion, let us recall that Victoria and the University of Toronto are not expanding for expansion's sake. There is no widely held view of the virtue of bigness. New buildings are being provided, new staff members are being appointed, so that no young Canadian may be deprived of a University education, who is capable of undertaking it with profit. This is the University's responsibility and this is our responsibility within the University. Critics have called for the creation of new institutions of higher learning to absorb the increase of those seeking work beyond the High School. These institutions are in process of being established but it will be a number of years before they will be in a position to give effective aid. Meanwhile, we cannot fail the young men and women who should be University graduates and upon whom Canada will depend in the future. This is our plain responsibility!

The expansion of University facilities through the establishment of new Colleges and Universities has touched our life at Victoria. Those interested in the proposed University of Northern Ontario have consulted with us repeatedly and Dr. Bennett is now serving on the committee responsible for drafting a charter. Your President served on the committee which established affiliation terms with the proposed York University. In addition, the University of Waterloo, Ontario Ladies' College at Whitby and Albert College at Belleville have all conferred with us on plans for the establishment of a University or for a federated system within a University. This is still another facet of Victoria's concern for and contribution to the challenge of expansion in Ontario.

Against this background, let me place my annual report to the Board of Regents on the life and work of Victoria University. The Board sustained the loss by death of two of its members this past year. The Rev. Dr. W. Harold Young, who died suddenly on December 21, 1958, had been a member of the Regents since 1946 and during that time he had served Victoria faithfully and well. As Secretary of the Board of Colleges and Secondary Schools of The United Church of Canada, he gave thoughtful and wise leadership to the educational concerns of the Church, and Victoria with her sister institutions benefited greatly by that leadership. The Church and the University have lost a distinguished servant, wise counsellor and warm friend. On July 24, 1959, Mrs. P. H. G. Starr passed away after some months of illness, making another break in the circle of Victoria's family. Mrs. Starr had been a deeply interested friend of the University long before she became a member of the Board but her membership, beginning in 1934, saw that interest deepened and become more intimate. She was active in the work of the Board and its committees and in addition came close to the life of the students through her guidance of the Music Club. Her generosity to the University was unflinching as she presented many gifts that enriched and strengthened the life of Victoria. She will always be held in warm and grateful remembrance.

A warm welcome is accorded to the Rev. Dr. Harold Vaughan, who was appointed to the Board in June by the Executive of the General Council

to fill the place made vacant by Dr. Young's death. Dr. Vaughan, who is a graduate of both Victoria and Emmanuel Colleges, brings understanding and wisdom to the service of his Alma Mater, born of wide experience and thorough training. We look forward to his service on the Board and to the leadership he will give the whole Church in the field of education, as he assumes his duties as Secretary of the Board of Colleges and Secondary Schools.

This last year has been marked by a series of retirements, appointments and installations. At our annual meeting last November, The Honourable Leopold Maszlay, at his own request, retired as Chairman of the Board of Regents, after seven years of devoted and fine service. In which he gave careful and wise attention to the manifold problems and responsibilities of University life. I am sure that the members of the Board join with me in expressing to him our deep appreciation of the invaluable contribution he has made as Chairman. Fortunately, the Board was able to persuade Mr. Henry Langford to assume the Chairman's office, for which he is so well equipped by his close association with Victoria and his long term of service on the Board. It has been a great satisfaction for me this year to work with him and share in his energetic and wise leadership.

In February, a further retirement occurred, when The Honourable Lester B. Pearson completed his term as Chancellor of Victoria University. This great Canadian brought distinction to the Chancellor's office and his occupancy was but one of many manifestations of his deep and abiding interest in and affection for Victoria. To find a successor, the Board turned to another distinguished public servant, The Honourable L. O. Brethaupt, formerly Lieutenant-Governor of the Province of Ontario, who graciously consented to accept the appointment. On April 15th, 1959, he was installed in office by the Chairman of the Board at a ceremony in Convocation Hall, which was marked by the traditional colour of University high occasions. We rejoice in our new Chancellor, who has already given evidence of his earnest desire to serve Victoria.

The chain reaction of retirement and appointment continued into June when Dr. Harold Bennett retired from the principalship of Victoria College and Dr. E. Northrop Frye was appointed to succeed him. Dr. Bennett, a graduate of Victoria, was appointed to the Classics Department in 1932 and in the succeeding years was Professor of Latin, Head of the Department, Principal of the College and Acting-President of Victoria University. Indeed, he has been a whole team in himself who, as a quiet, reserved, could not only call the signals and pass to his teammates, but on occasion could run the ball himself with great effect. Many an academic touchdown he has scored! The affection and respect of the whole community was expressed to him and his talented, gracious wife in a series of dinners and teas by undergraduates, graduates and Board that could only have ruined their whist-lines but we hope left their hearts warm with friendship. We salute a perceptive scholar, a skillful administrator and a charming friend!

Dr. Frye's appointment and installation properly belong to next year's report but by that time it will no longer be news. He is an internationally-known scholar and lecturer in the field of literary criticism, who has been a member of the English Department of Victoria College since

1938 and its head since 1952. He brings great gifts to the office of Principal and he holds the complete confidence of all his colleagues. His installation took place in Convocation Hall on October 21st, 1959 in the presence of a large audience of College and University associates and friends, whose pride in the new Principal was so manifest. The installation address was a brilliant interpretation of the College community, marked by wit, profound insight and penetrating analysis. The College is in good hands as it faces the future.

Let me turn now to other members of the teaching staffs of Victoria and Emmanuel Colleges. The latter college suffered a severe loss in June when Dr. George Johnston resigned to become Principal of the United Theological College in Montreal and Professor of New Testament in McGill's Faculty of Divinity. Warmest appreciation of Dr. Johnston's fine scholarly work must be expressed here, as well as profound regret at his leaving. He came on the staff of Emmanuel in 1952 and since that time he has given distinguished service to both College and Church. He carries with him our good wishes as he takes up his new responsibilities. His successor has not yet been found but it is hoped that a worthy name will be placed before the Board at its next meeting. Meanwhile the work of the department is well taken care of by Dr. A. G. Reynolds, Professor W. M. Kelly and Professor P. Beare.

There were no new appointments to the staff of Emmanuel College during the year but by action of the Board two additional graduate assistants were appointed, bringing the total in this category to three. The members of the staff have had their usual busy year, which has included not only their regular college duties but many engagements and responsibilities outside, including preaching, lecturing and committee work. Professor W. O. Fennell was honoured by being appointed to the World University Service meeting this summer in Africa, where he shared in Conference and work camp activity. The resignation of Dr. Johnston meant that the Directorship of Graduate Studies was vacant and to this important post Dr. James Guthrie, Professor of Christian Education, was appointed. The Principal continued his extra-curricular work with the Emmanuel Chapel Choir, which made a number of weekend visits to Churches and Presbyteries throughout the Province. There can be no doubt that this is an excellent piece of public relations and a valuable contribution to ministerial recruitment.

There were a number of new appointments to the Victoria College staff, which were made necessary by the growth of the College and which carried out the intentions of the Board when it adopted its schedule of additions to the staff. These appointments were as follows:

Mr. Peter Buitenhuis, M.A., Ph.D.,
Assistant Professor of English Language and Literature

Mr. K. E. Thompson, B.A., A.M.,
Seasonal Lecturer in the Department of Classics

Miss A. Widmer, Licence en Lettres, Licence en Droit,
Diplôme d'Etudes Supérieures, Diplôme de Culture Française
contemporaine
Instructor in the Department of French

6.

Miss Jay McPherson, M.A., B.L.S.,
Lecturer in the Department of English Language and Literature

By this action, Miss McPherson now becomes a member of the permanent staff as does Mr. J. D. Holland of the Department of Near Eastern Studies.

The following promotions were made by action of the Board at its meeting in June, 1959:

Dr. A. C. M. Ross from Assistant to Associate Professor,
Department of French

The Rev. John McPherson from Assistant to Associate Professor,
Near Eastern Studies

Those members of staff who were away on leave of absence last year have now returned and report a stimulating and profitable year. Professors Miller McClure of the English Department and John Wood of the French Department were doing research work in London and Paris respectively, while Professor F. E. Sparshott of the Ethics Department was visiting professor of Philosophy at Northwestern University, Evanston, Illinois. This year, Dr. Gordon Kaye, Professor of Ancient History, has received a Senior Canada Council Fellowship and is on leave of absence doing research work in London. Professor Irving, Chairman of the Ethics Department, will begin regular Sabbatical leave from January to September, 1960.

The members of the staff carry a substantial administrative load through their membership in the many committees necessary for the operation and expansion of the College and the University. In addition, many have fulfilled lecturing engagements in Canada, the United States and Europe, have delivered papers at learned Societies, have been on television and radio and have published in learned Journals. Among recent book publications have been the following: Challenge and Response, edited by M. C. Chalmer and John A. Irving, with brilliant chapters by H. N. Pyle, M. McClure and J. A. Irving.

Eighteenth Century English Literature - with a contribution by H. N. Pyle.

Church and State in Canadian Education: an Historical Survey by C. B. Sizema.

It would it be naive to mention a new book by our former Chancellor and present Board member, The Honourable L. B. Pearson, entitled, "Diplomacy in the Nuclear Age". Year by year, the work of the staffs of both Victoria and Emmanuel Colleges is marked by productive scholarship and effective teaching.

The student registration in Victoria College has shown a further increase this Fall (1959) with 1509 enrolled in the regular courses and 9 special students. By way of comparison, last year's registration showed a total of 1386 students in the regular courses and 16 special. When the new General Course was established a few years ago providing for an element of concentration in chosen subjects, it was feared that the Honours Course might become less attractive. This fear has not materialized, for the

7.

reports show that last year the proportion of students taking Honours work remained the same as it had been, while this year the Honours proportion has risen. Again last year, the new General Course in Science was initiated, which proved popular but did not draw students away from Honours work. This first year of this new course was not a happy one with an abnormally high percentage of failures showing up in all the Colleges. Apparently, modern students have decided to live dangerously, since the grim spectre of last year's results did not prevent hopeful scientists from registering in equal numbers this Fall.

As usual, there were students of many denominations in the College last year but one comment should be made here. If you turn to Table V of the Registrar's Report, you will note that the proportion of students affirming United Church affiliation was reduced but this is offset by the item marked "Protestant", which was rephrased in the application form last year in a way that confused the first year students. That has now been corrected and an analysis of this year's statistics will, I am sure, bring us to previous years' levels in this respect. There was evidence of vigorous religious interest in the high level of registration in Religious Knowledge courses, in the increased attendance at the daily chapel services and in the participation in discussion groups. As a result of a request from last year's residence group, services are now being held each Sunday morning with an encouraging response. The Staff of Emmanuel College has been most generous in rendering assistance in carrying out this programme of services.

The scholarship achievements last year were average and the general life of the student body was on a good level with comparatively few crises. The climax of the athletic year came with the winning of the Mulock Cup last November, a feat which was reported this week, when Victoria defeated Trinity by a score of 50 - 0. In general, the reports on last year's athletics indicated that there was a much greater participation by the women than by the men. It is hoped that the Victoria College Athletic Union together with the Victoria College Union will examine this situation.

In Emmanuel College, the registration remains relatively stable with little indication as yet that the increase in the number of Arts undergraduate has reached Theology. Last year's total enrollment was 107, which was a slight increase over the previous year, which in turn has been offset by a slight decrease in this year's numbers. The students had an active and successful session with the third year class achieving particularly high standards. Three among those graduating, namely, Messrs. Howard Hill, Robert Burrows and H. E. Bradley, were so excellent scholastically that they were awarded the Post-Graduate Fellowship (A. J. Mitchell Bequest), the J. R. P. Solater Post-Graduate Scholarship and the George C. Fildeson Post-Graduate Scholarship respectively. It is seldom possible to make these three awards in one year, which indicates the unusual excellence of this class and these three leading students.

The graduate department at Emmanuel College continues to develop with a total of 45 enrolled last year in courses leading to the Doctor of Theology, Master of Theology and Bachelor of Divinity. This work is a very satisfying one, for which there is a great need in the Canadian Churches, but it does place an added burden on the teaching staff, who must supervise these and lecture to graduate classes in addition to their regular undergraduate duties. This is an area in our University life to which the Board must give some study in the near future to determine how

this development may best be carried on. The need for a worthy graduate school of Theology in Canada is manifest and Toronto with its four theological colleges together with unmatched University resources makes this campus the logical place for such a school. Excellent work is already going on but further development on the most effective level must depend upon greater co-operation among the colleges in both undergraduate and graduate fields. Discussions on this vital subject will be initiated this Fall in the Committee of Direction and at the annual meeting of the Toronto Graduate School of Theological Studies in which all colleges share.

I must again record my appreciation of the special lectures delivered by a number of distinguished visitors whose presence and thought have contributed so much to our University community. In particular, I would mention the Armstrong Lecture delivered by the world-renowned literary critic, Professor I. A. Richards of Harvard University. His brilliant lecture on "The Future of Poetry" crowded Hart House Theatre to capacity, indeed many were turned away. The second visitor was also world-renowned in the field of New Testament scholarship, namely, Dr. Edward Schweizer of Zurich, whose profound and illuminating lecture at Emmanuel was shared by students from the other Theological Colleges.

It would be superfluous for me to add any comments on the financial situation at Victoria University, which has been admirably covered by the annual Financial Report. Perhaps it is appropriate to say that we are meeting our present heavy demands and (to use the words of the Treasurer) are "laying a sound basis to support further expansion". In expressing my gratitude to the Chairman of the Finance Committee, Mr. Rickie, the Vice-Chairman, Mr. Bryden, and the members of the Committee for their excellent supervision and direction of finances, I know I reflect the feelings of every part of the Victoria University community. I would also express both satisfaction with and appreciation of the action of the Board at its June meeting in adopting the third agreed-upon stage of the salary scale schedule, which maintains the parity of our staff salaries with those of the University.

Each year Victoria is indebted to many generous donors either through the Living Endowment Fund or for special projects. The total of such gifts this year amounts to \$111,049, which is a very substantial contribution to the enterprise of the University. It is impossible here to single out individual givers but I must express our deep appreciation of this generosity.

As I close this report, I am reminded that this is my tenth year in the President's office at Victoria University. Those years have brought an increasing knowledge and appreciation of the traditions, strength and spirit of Victoria and the conviction that her place in the University, Church and Community is an essential and significant one. To have a share in her life and work in these exciting and difficult days is both a high privilege and heavy responsibility. May I simply say that I am glad to be a part of the team and express my sincere gratitude to colleagues and friends for their co-operation and support and for the part they are playing in this important enterprise.

Respectfully submitted,

A. B. B. Moore,
President.

VICTORIA UNIVERSITY

Report of the Bursar to the Board of Regents for the year ended June 30, 1959

The past year has been a busy one, an interesting one and one which has seen many major projects completed and more major projects under way. Margaret Addison Hall comes first to mind as a completed major project. After some two years of planning preliminary drawings are completed for our new Library. The National Fund for the University of Toronto in association with the Federated Arts Colleges is well under way. Tenders have been received for the demolition of our Bloor Street houses. Our Bloor Street property is on the market in terms of a long term lease. We are searching for a suitable home for the President.

Not since moving to Toronto have there been more interesting or more thought-provoking problems than exist to-day. Careful planning, clear thinking and action once decisions are reached should result in progress of which we may all be proud. The Bursar is privileged and happy to be closely associated with these major projects.

Here it might be appropriate to quote By-law III, subsection 5 which sets out the Bursar's responsibilities: "The Bursar shall be the chief financial officer of the University, responsible to the President. He shall have general supervision of the business administration and accountability of the University, including all its auxiliary enterprises".

The question is quite frequently asked "What are the auxiliary enterprises?" The main enterprises are Burwash Hall and the Men's Residences, the Women's Residences including Wymilwood Students' Union, and the Book Bureau. In addition to these designated duties the Bursar has general supervision over the operations of The Living Endowment, the compilation of Graduate Records and is Editor of Victoria Reports. Applications for Student Loans are made in the Bursar's office. He also acts as office manager, Secretary of the Board of Regents and of its Standing Committees largely complete the responsibilities of a most interesting office.

Our Financial Statement for 1958-59 for the first time includes a report from our Treasurer which will be presented and read at our Annual Meeting later this month. This is in line with our policy of recent years to make our Financial Statement more comprehensive and self-explanatory. Suffice at this stage to state that Victoria once again has had an exceptionally satisfactory year financially.

Dealing specifically and briefly with our auxiliary enterprises:

Burwash Hall and Men's Residences

This operation shows a surplus of \$1,207, after charging \$8,000. depreciation and making a special appropriation of \$3,000. to Renewals and Replacements.

The new freight elevator now relocated in the archway was constructed during the summer. The common rooms in Gate House and South House have been completely refurbished. New furnishings have made the Dons' suites in North, Middle, Gate and South Houses more livable. Card rooms and/or music rooms are being provided in the

basements of several Houses to relieve overcrowding. Erection of a television aerial will also make life in the Men's Residences slightly more comparable with the facilities provided by the new Women's Residence.

Mr. F. G. Eyfe has been appointed as Supervisor of the Men's Residences - he is responsible for the cleaning, maintenance and minor repairs and a decided improvement has already taken place. He is directly responsible to the Bursar.

Business in Burwash Hall continues to increase - many more special dinners, Banquets and a large increase this Fall in the number of meals served to non-residents. An assistant to Miss Hewson has been appointed. There is reason to believe that Burwash Hall serves the best meals on the University of Toronto Campus.

Women's Residences

These Residences including Dining Hall and Cafeteria show a surplus of \$253.20 after charging a special appropriation of \$13,000 for Renewals and Replacements.

Improvements have been made in the Annesley Hall Kitchen. A new loading dock and garbage disposal facilities have been built outside the north entrance of the Kitchen and a new brick wall has been erected to protect the view from Margaret Addison Hall.

New common rooms and kitchenettes have been provided on the second and third floors of Annesley Hall. An additional room has been added to the Infirmary. New drapes have been provided throughout the Building. The "powder room" on the main floor has been modernized. The men's coat room in the basement has been renovated. The "tea room" in the basement has been refurnished and to-day Annesley Hall has facilities quite comparable with Margaret Addison Hall. Miss Mary Van Allen has done a grand job in refurnishing this old residence.

Wynilwood Students' Union had its usual deficit - this past year \$2,905. This deficit will continue so long as the present Union fee is maintained - women pay \$5.00 annually but the men only \$2.00. The Coffee Shop had a surplus of \$2,772. so that the deficit on the combined operation is only \$193.

The Coffee Shop has been extended by taking over the area formerly used by the V.C.U. offices. These offices have been moved next door into the former Acta office. The Acta office is now located in the old office - until recently used for storage - off the Archway in the Men's Residences opposite St. Mary Street. Steadily increasing enrolment calls for additional space for the Coffee Shop.

Margaret Addison Hall was officially opened on September 15th by the Hon. Leslie Frost, Prime Minister of Ontario. Full capacity of 200 undergraduates are in residence.

Early last month Dr. Truesman, Director of The Canada Council, paid us a visit. As we went across from the President's office and were walking up towards the entrance of the Hall he stopped and said: "I want to have a look at these lawns and your landscaping - you've done a fine job." Dr. Truesman's tour of the Hall appeared to leave him most favourably impressed.

I believe we are operating fairly closely in line with our budget but this first year will certainly prove to be one of trial and error before a definite financial picture can be secured.

Summer Business

Another busy summer has resulted in substantial revenue being received:

Men's Residences	-	\$16,651.74	
Dining Hall	-	1,938.60	\$18,590.34
Annesley Hall	-	6,485.18	
Bloor Houses	-	9,844.45	
Dining Hall	-	2,882.70	19,212.33
			\$37,802.67

These figures for 1959 are considerably higher than for 1958 when summer revenue for the Women's Residence was \$15,775. and the Men's \$16,099. for a combined total of \$31,874.

With Margaret Addison Hall affording more (and considerably better) accommodation than the Bloor Houses and with the Men's Residences capable of handling far more business at certain periods, study is being given to summer planning for 1960. Little has been done in the past by way of looking for summer business. Should we advertise? If so, where and how extensively?

A great amount of time is required of several people in the booking of conventions, groups and individuals. As this business has increased it has become something of a headache especially so far as the Women's Residences have been concerned - operating and allocating accommodation in the six Bloor Houses was practically a job in itself. In a sense the work should be easier with Margaret Addison Hall taking the place of the Bloor Houses. I question very much if this summer operation extending over a four-month period from the middle of May to the middle of September is the proper responsibility of Miss Van Allen and of Miss Margaret Galbraith who substitutes for her while she is away on a well earned holiday. I have been giving this considerable thought but as not ready yet with any definite recommendation for the Residences and Services Committee. Residences would be ideal in theory but I can't see just how it would work out in actual practice. Arrival and departure of guests by motor car and by air at any hour of the day and night is another of the

complex problems involved.

The Book Bureau

The past year shows a gratifying increase in sales - \$45,198.24 compared with \$41,308.02 a year ago - a net profit this year of \$3,315.16 compares with \$1,528.24 a year ago. New fluorescent lighting installed a year ago resulting in a much brighter store may account for some of this increase. Students receive exceptionally fine service from Miss Doris Trott, manager of the Book Bureau. This service is available for graduates and members of the Board of Regents. A good selection of academic books is available. If there is some particular book or books you want, Miss Trott will be only too happy to fill your order, send it to you by mail together with the account. Some members have no doubt never visited the Book Bureau - if you could drop in, introduce yourself, you will receive a warm and courteous welcome.

The National Fund

Some two years have passed since the first conferences were held with the President, the Principal and the Bursar with reference to Victoria's part in this Campaign and the preparation of the Victoria College Brochure. Intensive planning has gone on since early in the year and finally the "kick off" took place at breakfast meetings in all the dining halls on the campus on Saturday, October 31st. The main breakfast was in the Great Hall, Hart House. All proceedings were televised and relayed by closed circuit to the twelve at the Head Table in the Great Hall were Vic graduates. 196 Vic grads sat down to breakfast in Burwash Hall - proportionally by all odds the best representation at any College or Faculty breakfast.

At the conclusion of the proceedings in the Great Hall, Mr. D. W. McGibbon, Chairman of the Men's Division of the Vic grads gave his sales talk to our canvassers supported by Mrs. McGibbon who spoke on behalf of Mrs. Burns Flew, Chairman of our Women's Division, who through illness was unable to attend. Before the canvassers were given their kits Mr. H. E. Langford reported that with the canvases of the members of the Board of Regents not quite complete, over \$120,000. had been subscribed by individual members. The final figure for subscriptions by Board members amounts to \$124,295.

Results to date are encouraging as more than half of the \$12,600,000. has been subscribed - success lies in the hands of the graduates of whom there are some 70,000. An average of \$100. each would put us well over the top - It is reported that women's contributions to date average \$140. per graduate.

The three Federated Colleges receive 25% of the objective - on this basis Vic would receive \$1,360,000. As cash is received at Campaign H.Q. it is distributed. To date Vic has received its proportion amounting to \$108,000.

Parking

The parking problem is still with us but at the moment is not so acute as a year ago due to our having a new parking area to the north of Margaret Addison Hall which accommodates some 30 cars.

Staff parking will increase as more additions are made to the staff. At the present time it is not uncommon for 20 or more staff cars to be parked on the drive in front of the Main Building.

Plans now call for the new Library to be erected on the site of the President's house. The entrance to the Library will be on the north side of the building. This may lead to landscaping treatment which would radically affect the circular drive and cause discontinuance of parking in front of the Main Building.

The University of Toronto has just recently issued the results of a survey of parking facilities in 48 Universities and Colleges in Canada and the United States. Twelve institutions make no provision whatsoever for student parking, some no provision for staff parking.

For a staff of 2,350 the University of Toronto provides parking space for 930. For nearly 14,000 students, parking spaces are available for 92. In comparison, the Federated Colleges are in an enviable position - St. Michael's provides parking space for 75 of its 904 students and Trinity, badly cramped for space, provides 21 spaces for its 600 students. Vic is even better off - this current year we have issued 90 parking stickers to students as compared with 85 a year ago.

Victoria Reports

Victoria Reports is issued in April and November. Attempt is made in every issue to give up-to-date news of all that goes on in both our Colleges. It has virtually a world-wide distribution and appears to be well received.

The Living Endowment

Early in June a postcard went to all our graduates advising that this would be the last appeal for the current calendar year so that the National Fund would have a clear field. Since July 1st, over \$4,300. has been received and scarcely a day passes without contributions being received. It is the intention to resume the Annual Campaign early in 1960. Since the first Appeal was launched on Charter Day, 1952, a total of slightly more than \$150,000. has been contributed.

Graduate Records

We now have cards on file for every living graduate. Women's and Men's cards are filed separately - both alphabetically and by year of graduation. The big problem is keeping addresses up

to date. It is a heartbreak to see the returns from every mailing - moved, not known etc. Careful enquiry indicates every University faces this same problem. Records indicate that throughout the Universities and Colleges of Canada and the United States there is an average of 3% annually in changes of address. Since July 1st this year the University of Toronto has recorded 10,477 changes of address. A complete new IBM system for Graduate Records has been installed at the University during recent months. Making the change has resulted in the work getting considerably behind. Our changes of address are delivered weekly to the University - the plates for addressing are made by the University. The new system should result in considerable improvement but cannot be reflected until our next mailing to all graduates which will probably not be until early next Spring. With our graduates all recorded it might be very advantageous if a tabulation and record could be made of former students.

Buildings and Grounds

Mr. F. C. Stokes, our Superintendent of Buildings and Grounds has had, as usual, another exceptionally busy year. In addition to all his regular duties and responsibilities he has acted as Secretary of the Women's Residence Building Committee; as this Committee was also responsible for the furnishings, his duties were extremely heavy.

Past reports have referred to our three year programme of tuck pointing. This is now completed except for east wall of Emmanuel College and this work is now in hand.

The office for our new Principal has been freshly painted. New office furniture and a new rug have been purchased.

Floodlighting for our Main Building was installed during the summer. The tennis courts between the Library and Burwash Hall have been hard surfaced as have the two courts south of the Household Science Building. New eavestroughing was found necessary for the Men's Residences and this work has been completed.

Planning and work in connection with the subway have required many conferences on the part of Mr. Stokes with officials of the Bloor-Danforth-University Property Committee. Temporary agreements have been verbally arranged in respect to a very small area at the south-west corner of Annesley Mill property and also along a narrow stretch extending from Emmanuel College to Charles Street. Construction work presently progressing is in connection with the new sewer which will replace the present sewer under University Avenue.

We are working closely in association with the Superintendent's office of the University of Toronto in respect to steam tunnels which will of necessity have to be relocated as work gets under way.

To Mr. K. M. Dinsmore, our accountant, I want to say a special word of appreciation. In addition to his regular duties which have been greatly increased both through increased enrolment and through our building programme he has carried the responsibility of working out, in close co-operation with Mr. E. D. Gibb of North American Life Assurance Company, the details of the changes in our pension regulations. It was Mr. Dinsmore who explained the changes to our academic staff.

Mr. Dinsmore also acts as Secretary to the Pension Plan Trustees. Throughout the year he works in close co-operation with our Auditors whose services, advice and guidance are always available and freely given.

A word of thanks and appreciation to the various heads of our several departments, and to the many others who render valuable service.

In closing this Report special mention of appreciation must be made of several officers and members of the administrative and academic staff whose advice and guidance is so often sought and which is always willingly and cheerfully given - I refer especially to the President, the two Principals, the Registrar, the Chaplain, the Dean of Women and the Senior Tutor not overlooking their secretaries and my own.

The advice of the Chairman of the Board and the help received from chairmen of committees is invaluable as well as the guidance and assistance received from many individual members of the Board. For advice and guidance of this nature I am deeply grateful.

All of which is respectfully submitted this 18th day of November, 1959.

WILFRED C. JAMES
Rector

TABLE I

VICTORIA UNIVERSITY
SUMMARY OF ENROLMENT 1958 - 1959

<u>VICTORIA COLLEGE</u>	<u>Men</u>	<u>Women</u>	<u>Total</u> <u>1958-59</u>	<u>Total</u> <u>1957-58</u>
Undergraduates	735	621	1356	1270
Special Students	15	1	16	11
	750	622	1372	1281

TRIUMPH COLLEGEIntramural

Graduate Students	42	-	42	45
Undergraduates (includes 13 B.S.E.)	93	14	107	88
Occasional students	4	2	6	7
United Church Training School (includes 11 B.S.E.)	-	44	44	28
			199	168
LESS DUPLICATES:			11	3
			188	165

TOTAL STUDENTS IN ATTENDANCE

1560 1446

STUDENTS GRADUATED 1959

Arts and Commerce (May 1959)	270
Doctor of Theology	1
Master of Theology	3
Bachelor of Divinity	44
B.S.E.	1
Diplomas	30

TABLE II

VICTORIA COLLEGE
ENROLMENT 1958 - 1959

	<u>Men</u>	<u>Women</u>	<u>Total</u> <u>1958-59</u>	<u>Total</u> <u>1957-58</u>
First Year	293	216	509	473
Second Year	214	190	404	332
Third Year	141	154	295	319
Fourth Year	67	41	108	146
	735	621	1356	1270
Special Students	15	1	16	11
	750	622	1372	1281

TABLE III

VICTORIA COLLEGE

ENROLLMENT BY COURSE - 1958-59

College Year	I	II	III	IV	Total
GENERAL	170	207	178	-	555
GENERAL SCIENCE	51	-	-	-	51
UNION COURSES					
Classics	1	3	-	1	5
Eng. Lang. & Lit.	17	12	7	6	42
Latin (Eng. or Ital.)	1	-	-	-	1
Latin (French or Greek)	8	2	2	4	16
Modern History	7	4	3	-	14
Mod. Hist. & Mod. Lang.	9	-	-	-	9
Mod. Lang. & Lit.	22	12	8	2	44
Oriental Languages	-	-	-	14	14
A.N.E.S.	-	-	1	-	1
Slavic Studies*	1	-	-	-	1
Art & Archaeology	-	1	-	-	1
Art & Archaeology	5	3	3	1	12
Music	1	-	-	-	1
Philosophy (E. or W.)	9	1	1	2	13
Soc. and Phil.	118	-	-	-	118
Anthropology	-	5	2	1	8
Modern History	-	31	14	17	62
Philosophy	-	3	3	2	8
Pol. Science & Econ.	-	17	16	9	42
Psychology	-	8	7	10	25
Sociology	-	1	-	-	1
M.P.C.	48	-	-	-	48
Science	15	-	-	-	15
M. & P.	-	12	15	6	33
P. & C.	-	4	1	1	6
P. & G.	-	-	2	-	2
Chem.	-	-	1	1	2
Biol.	-	3	1	2	6
Food Chem.	-	1	-	-	1
Comp.	-	4	1	2	7
Geol. Sciences	-	4	1	2	7
P. & B.	-	2	3	4	9
	-	8	-	-	8
Household Economics	15	25	5	7	52
Commerce and Finance	31	35	21	35	122
	529	404	295	128	1356
1957-58	473	332	319	146	1270

TABLE IV

VICTORIA COLLEGE

GEOGRAPHICAL DISTRIBUTION 1958-59.

SUMMARY	I	II	III	IV	Total
Metropolitan Toronto	377	261	194	71	903
Ontario	136	131	91	53	411
Alberta	3	-	-	-	3
British Columbia	1	-	-	-	1
Manitoba	1	-	-	-	1
New Brunswick	-	-	-	1	1
Newfoundland	-	-	1	-	1
Nova Scotia	-	-	-	1	1
Prov. Quebec	1	-	2	1	4
Saskatchewan	-	3	1	-	4
U.S.A.	2	-	1	-	3
Bermuda	1	-	-	-	1
British West Indies	7	7	4	1	19
Ghana	-	2	-	-	2
Holland	-	-	1	-	1
	529	404	295	128	1356

PERCENTAGES OF TOTAL

	I	II	III	IV	Total
Toronto (Metropolitan)	71.3%	64.6%	65.7%	55.9%	66.6%
Remainder of Ontario	25.7%	32.4%	30.9%	41.4%	30.3%
Outside Ontario	3.0%	3.0%	3.4%	3.1%	3.1%

TABLE V

<u>VICTORIA COLLEGE</u>						
<u>RELIGIOUS DEMOGRAPHY 1958-1959</u>						
	I	II	III	IV	Total	%
United	221	251	177	76	725	53.5
Protestant	118	6	5	5	134	9.9
Anglican	73	48	42	15	178	13.1
Presbyterian	38	38	31	16	123	9.1
Baptist	20	8	12	5	45	3.3
Miscellaneous	59	53	28	11	151	11.1
	529	404	295	128	1356	100.0

TABLE VI

<u>EMMANUEL COLLEGE</u>		
<u>INTRAMURAL STUDENTS</u>	<u>1958-59</u>	<u>1957-58</u>
Graduate students in Theology	3	7
Undergraduate students in Theology:		
First Year	35	23
Second Year	26	31
Third Year	13	28
B.S.E.	13	6
Occasional students	6	7
United Church Training School (includes 11 B.S.E.)	44	28
	160	130
less 11 duplicates	11	less 3 duplicates 3
	149	127
Part-Time Intramural students:		
Candidates for B.D.		2
Candidates for Th.M.	29	24
Candidates for Th.D.	10	12
GRAND TOTAL	188	165

Included in the Victoria College enrolment, there were 51 certified candidates for the ministry pursuing their Arts courses, and distributed as follows:

First Year	14	15
Second Year	15	8
Third Year	7	18
Fourth Year	5	1
Special Students	10	7
	51	49
Arts students enrolled in Religious Knowledge	474	441

PAGE VII

VICTORIA COLLEGE

STUDENTS IN RESIDENCE

a) Victoria College - Number of students in residence

1956-57	I	II	III	IV	Total	Grand Total
Men	56	49	29	27	161	371
Women	75	65	51	19	210	
1957-58						
Men	53	33	50	19	155	347
Women	71	55	53	13	192	

b) Victoria College - Total Regular Enrollment

1956-57						
Men	293	214	141	87	735	1356
Women	236	190	154	41	621	
1957-58						
Men	262	165	104	78	609	1270
Women	211	167	135	68	581	

c) Victoria College - Percentage of students in residence

1956-57						
Men	19%	23%	21%	31%	22%	27%
Women	32%	34%	33%	46%	34%	
1957-58						
Men	20%	20%	27%	24%	22.3%	27.3%
Women	34%	33%	39%	19%	33%	

d) Emmanuel College - Number of students in residence

	I	II	III	Post Graduate	Total
1956-57	19	10	10	2	41
1957-58	13	12	9	2	36

VICTORIA UNIVERSITY

**Report of the Senior Tutor to the Board of Regents
for the year 1958-1959**

During the 1958-1959 session 244 men, enrolled as follows, lived in the Victoria University Men's Residences:

195 Undergraduates	49 Graduates
Arts	Theology
Engineering	Arts
Medicine	Law
Pharmacy	
Architecture	
Dentistry	
Music	
Forestry	

These numbers are less than usual since Bowles House was handed over to women students for the session. I should like to say here that the men thoroughly enjoyed the new residents of Bowles House and coexistence developed keen camaraderie.

Academic Record

	Victoria	Non-Victoria	Total	Percentage
Firsts	15	8	23	11.8
Failures	26	3	27	13.8
Number enrolled	161	34	195	

Year	Firsts	Failures
I	6	18
II	8	5
III	4	3
IV	5	1

The Candelabra: the Academic Trophy

The standing for this is not a percentage but is worked out by giving 100 points for a first, 75 for a second, 50 for a third, 35 for a BL, 0 for a transfer, and by deducting 100 points for a failure and 25 for every supplemental. The trophy was won for the second time in succession by Nelles House (Mr. J. A. Caracallen). The lowest score since 1950 was made this year by Ryerson House; Stephenson House on the other hand attained its highest score on record:

Nelles House	56.6	Gate House	32.8
Middle House	53.2	North House	25.2
Stephenson House	50.0	Ryerson House	14.8
South House	47.2		
Average	40.0		

This average is the lowest since 1950. Since this figure includes the work of all the men in residence, it means that the results were not as good as usual and followed the trend in the Faculty of Arts. We had, as usual, a fair proportion of firsts and seconds and, as usual, some of our men proceeded to graduate work, several with graduate fellowships.

Increase of Victoria Men in the Residence

Surprisingly enough the number of Victoria men in residence has not increased as rapidly as forecast. In fact 1959-1960 has only one more Victoria man than 1958-1959, which itself ended up with eight more than 1957-1958.

New Concept of Residence Life at Victoria

The release of the plans for the Margaret Addison Hall was received with delight by the men in residence. It seemed evident to them that a new concept of residence life had been accepted by the Board of Regents for the women students. It seemed equally evident to them that the interior of the Men's Residence should be made to match the superb exterior. Economy and utility could no longer be of primary importance in the presence of such a splendid Women's Residence.

Accordingly, the Residence Council formed two powerful committees, one to study cleaning problems and the other to recommend, after careful research, long range plans for refurbishing the Men's Residences. The detailed reports of these two committees were cogent and rather devastating.

Report of the Committee on Cleaning

It became clear, first, that there was one very weak link in our chain of command so that the cleaning was not being properly supervised and, secondly, that the calibre of our cleaning staff, which had to be replaced very frequently, was like the wages we were paying deplorable. I am delighted to report that the Residences and Services Committee took decisive action and this term our Residences are so far being well cleaned and maintained. Whether we shall retain the best members of our new cleaning staff remains to be seen. I am assured that we are now paying "competitive wages". For the information of the Board, the University of Toronto (The Daniel Wilson Residence and Devonshire House) pays its men and women cleaners \$56.00 and \$44.80 respectively for a forty hour week.

Report of the Committee on Furnishings

This Committee gave a great deal of time to the study of the various questions. Not surprisingly it finally recommended quality and good taste, not sumptuousness but simple excellence. It supported its comments, which were most constructive, with particular examples. Its main recommendations were that a continuing committee on furnishings should be established and that long range plans should be made. The Committee also stated that "this study was undertaken with the conviction that a close correlation existed between the conduct of the men and their environment and that the interiors of the various Houses did little to engender pride or respect".

The results of this Committee's work will be discussed in next year's report; it may be appropriate to say here that its recommendations were apparently received most sympathetically; already the Common Rooms of South and Gate have been refurbished and those of North and Middle may be completed during the Christmas vacation. Presumably some other areas of the Residence will be refurbished in the summer vacation of 1960.

Orientalism Instead of Initiation

The abolition of initiations through student action is something which I have been working on since 1950. I am delighted to report that at its March meeting the Residence Council passed a motion that orientation should be substituted for initiation. Its statement to the men is, I believe, worth quoting:

A Victoria College Men's House is a community of adult men associated for the exploration of ideas and for mature social and intellectual relationships. Freshmen should be introduced into all that is best in this community, and therefore the other members of each House should receive the freshmen into their friendship rather than subject them to discipline, indignity, or segregation. To this end the Residence Council calls on each House to undertake a programme of constructive orientation, to be worked out by the Don and the incoming Capt of each House before the end of the current session.

Next year's report will deal with the implementation of the orientation programme which, thanks to the sterling efforts of the Dons and the seniors, was most successful.

Dons

Our Dons this year were excellent. Several of them were back for a second or third year and their experience was invaluable. The Dons were

North	M. J. Morris	(Anthropology)
Middle	G. G. Forster	(Medicine)
Gate	J. H. Pearson	(Law)
South	D. S. Rickard	(Law)
Nyerson	R. A. Burrows	(Theology)
Mallee	J. A. Carscallen	(English)

Caven-Gandier elected Don - M. G. Hammond (Theology)

Once again I should like to thank sincerely all those who have helped me so readily in my duties as Senior Tutor.

C. C. LOVE

Senior Tutor.

November 5, 1959.

THE ARCHIVIST'S REPORT FOR THE YEAR 1958-1959

To the President,
Victoria University

It has been said that the person "who is excited by his participation in history . . . will be able to understand history." Surely it is also true that the person who undertakes to know history will be excited by his participation in it.

The Archives of Victoria University contain source material for the understanding of the history of the Church in Canada, and since the Church has had a great formative influence on Canadian history and institutions, the Archives are an important factor in both an understanding of, and an exciting participation in, the national life of Canada.

The joint operation of our Archives by the University and the Church has become an example for some of our regional Archives. In the first part of this year I visited the four eastern Archives. The Archives of the Montreal and Ottawa Conferences have been located in Divinity Hall of McGill University for a couple of years, but there is now a prospect of employing a part-time Archivist with the support of the Conference or the Committee on Archives or both.

The Archives of the Maritime Conference at Mount Allison University, which contain mainly Methodist material, are to be housed in a separate room of the new library wing and, as before, will be under the care of the Librarian. At Pine Hill Divinity Hall a large room in the new residence has been provided for the other - mainly Presbyterian and United Church - Archives of the Maritime Conference. Here the Librarian, Dr. Hardie, with the help of a retired business man, is in charge. These two men and Mr. Tom Redpath, a senior student at the United Theological College in Montreal, who is just now in charge of the Archives of the Montreal and Ottawa Conference, have recently visited our Archives to study our set-up and system of cataloguing. This is a first step toward the preparation of a master-index of the holdings of all the Archives across Canada which are related to our Church.

The Newfoundland Conference and the Committee on Archives have arranged for the construction of a vault in the new United Church secondary school in St. John's where the Archives of the Conference will be housed. In addition, the Conference has authorized its Archives Committee to employ a part-time Archivist.

I have not visited the Archives of the Alberta Conference at St. Stephen's College, Edmonton, but the Conference has already engaged a part-time Archivist and more adequate accommodation for the Archives than they have had is being made in the college.

This whole development indicates the growing desire in our country to gather and preserve our archival resources. This University has had not a little to do with such development. For many years it gathered and guarded the records and literature, first, of the Methodist Churches, then of The United Church of Canada, and finally of the Presbyterian Churches. In more recent years, the University has worked in conjunction with the Committee on Archives of The United Church of Canada. During this period the holdings of the Archives have been greatly extended and the services rendered to the University and the Church increased. The developments we have noted in other archival centres in Canada would not have been possible except for what has gone on here in the past.

RESEARCH

At present there are four candidates for the degree of Doctor of Theology, eight for the degree of Master of Theology, and two for the degree of Bachelor of Divinity, who are majoring in some aspect of Canadian Church History and carrying on their research in the Archives. Among the undergraduates there is one student doing a special course on the formation of The United Church of Canada.

Three candidates for the degree of Doctor of Theology hold two scholarships. The With and Lorne Pierce Scholarship, awarded by the Senate, is held jointly by the Rev. A.F. Binnington and the Rev. A.E. Kewley. The first award of the George Brookwell King Scholarship was made to the Rev. Professor George A. Boyle.

Besides those registered in Victoria University there are other regular users of the Archives, some of them from other universities. Seventy-five different persons used the Archives for some kind of research during the past year, and there were 488 registrations. Occasionally we supply material to students at other centres.

The staff continue to conduct research for congregations and individuals seeking historical information. We have supplied information in response to a large number of requests where the research involved is fairly simple, but in forty-one cases the research required was fairly extensive and time-consuming. Of eighty-two requests for baptismal certificates, we were able to supply twenty-two. Of twenty-one requests for biographical information we were able to supply fifteen. We had one request for a marriage certificate.

ACCESSIONS AND ACQUISITIONS

During the past year we have received large lots of material from seven Boards and Departments of the Church: the General Council Office, the Women's Missionary Society, the Board of Overseas Missions, the Board of Christian Education, the War Service Committee and the Chaplaincy Sub-Committee, the Department of the Treasury, and the Board of Evangelism and Social Service. This mass of material was greatly reduced in the process of sorting by throwing out and giving away a good deal. The valuable records, however, and some some of them are of very great value; we have kept.

In addition we received the valuable records of the Ontario Council of Christian Education for the period 1897-1931.

We have received the usual quota of Presbytery and Congregational records: nine Presbyteries, or Methodist Districts, and about forty Congregations.

We have purchased some printed books which we have felt would be useful. Of particular interest are two books by the Rev. Thomas Coker: his sermon preached at Baltimore in 1784 at the crucial ordination of Francis Asbury and his reply to critics of the principles set forth in the Sermon. We were fortunate to be able to secure four volumes of The Canadian Independent, 1871-5, the periodical of the Congregational Union.

CATALOGUING

All the material noted above has been catalogued. From time to time, between floods of material, we have been able to catalogue some of the large amount of material in the Archives that has as yet not been catalogued. We have been asked to undertake the cataloguing of the Pidgeon Collection next in order that it may be used by Dr. Pidgeon.

During the past winter a student who had to take a holiday from his studies for a term volunteered to give us some help. He indexed for us The Christian Guardian from 1859 to 1877 for place names. This makes several thousand references easily accessible in a period during which many Congregations were founded and buildings erected. In most cases the account in the Guardian of the dedication of a church is the only record there is of it.

Perhaps of interest also is a bibliography of Church Union in Canada which we prepared specifically for the use of Principal Couillard in his address to the American Association of Theological Libraries at Knox College in June on Church Union in Canada. The bibliography covers all unions in the Congregational, Methodist and Presbyterian

Churches in Canada from 1817 to the present day, and will therefore be of considerable use to many students of Canadian Church History.

PUBLICATIONS

Bulletin No. 12, published jointly by the Committee on Archives and Victoria University, was issued in May 1959. Six hundred copies were printed and most of them have been distributed. The major articles in this issue were The Papers of Daniel Fidler, edited by Professor Gelsdin French; Sources of Information on the Smaller Christian Denominations in Canada by John K. Robbins; and Early Wesleyan Missions by Gerald Hutchinson.

Most of the material for Bulletin No. 13 is already in hand. We are counting on three major articles in addition to the publication of the rest of the Fidler Letters: Churches and Church Records in the History of the Canadian West by Professor L.G. Thomas; Notes on the Use of Catechisms and Bibles by the Early Missionaries of Rupert's Land by the Rev. F.C.B. Boon; and Barnley's Work at Nipigon by Miss Margaret Kay.

I am grateful for the encouragement and support given me by you, Dr. Moore. I appreciate deeply the invaluable cooperation of Miss Kay and her staff and the interest of the Library Committee.

All of which is respectfully submitted.

Arthur G. Reynolds
archivist

ANNUAL REPORT
of the
LIBRARY OF VICTORIA UNIVERSITY
1958-1959

November 10th, 1959.

To the President,
Victoria University.

The past year has been a momentous one not only to the Library of Victoria University but to all libraries on the campus of the University of Toronto. So far as Victoria University Library was concerned the outstanding event was the decision of the Board of Regents to proceed with the building of the new library. My gratitude and that of my staff goes out to the Board and especially to the Committee on Library Expansion for the time and effort that they have expended during the past year on the consideration of library needs. A commodious modern building will provide more room for books, readers, and working staff and will make it possible for the introduction of more modern ideas and greater flexibility into our library economy. For all these anticipated blessings we are profoundly grateful.

To the University of Toronto as a whole the Report of the Presidential Advisory Committee on the Planning for Future Library Facilities was a highly significant milestone in library development, affecting, as it did, all libraries on the campus. The recommendation that the federated Arts colleges be asked to provide complete library facilities for first and second year students (except in the field of science) will, if acted upon, consolidate the position of the College libraries, and, while it will add to the responsibilities of the library staffs, will tend to increase their efficiency and to accelerate their pride in their work.

It was with the realization that the College library could meet the needs of its junior students more satisfactorily than could the larger, more impersonal university library, that the George Locke Room was instituted several years ago. At first the response to this Reading Room was disappointing, but as the book stock increased the patronage of this room increased correspondingly, and during the past year it began to justify its existence. Statistics show a circulation of more than 15,000 as compared with 7,000 in 1953. Since, however, the total recorded use of books by first and second year students was over 43,000 it is obvious that the main Circulation desk still handles the bulk of circulation for these years. But with continuous strengthening of the book stock the stream will be diverted gradually to the George Locke Room where more individual help can be given students than at the main desk where demands on the staff are greater.

Use of Books.

The total use of books, in both arts and theology, was 89,506 which is an increase of 18% over that of the preceding year.

The Theological Reading Room in Emmanuel College accounted for nearly half of the total increase, the George Locke Room for a third, the remainder being shared by the Stacks and the Reference Room. Detailed statistics are appended to this report.

Statistical Survey

A detailed analysis of first and second year reading in 1958-59 was made during the past year - by subject, actual titles used and the number of student borrowers. The results have been useful in determining the book needs of students in the lower years and in helping to plan our order programme for the coming year. The survey revealed that 85% of the 933 students enrolled in the first and second years at Victoria College were library patrons, some of them using the Library only casually, others continuously (borrowing as many as three books daily). It showed that not more than 3,000 actual titles accounted for a turn-over of 43,000 and that the use of these titles ranged from 4 times a year to 150 times or more. The need of additional copies was made apparent by this survey, also the need for strengthening certain subjects.

Inter-Library Relations.

The Librarian attended the Canadian Library Association convention at the University of Alberta in June, and visited, subsequently, a number of university libraries on the west coast of Canada and the United States, to study improvements in library technique and planning. The warm cooperation of library administrators and the helpful interchange of ideas made these visits stimulating and rewarding.

The Library participated in the conference of the American Theological Library Association held in Toronto in June. A tea and Exhibition was held in the Emmanuel College Reading Room. Dr. Moore and Mr. Campbell made valuable contributions to the Conference by their addresses on Canadian theological subjects, which were received with warm appreciation and interest. In fact, if the number of letters received from delegates during the summer can be taken as evidence, the conference did much to strengthen library cooperation between the two countries and, undoubtedly, gave a stimulus to theological libraries in Canada.

Library Donors.

Following the death of Mrs. F.W.G. Starr the Library lost one of its greatest benefactors. The Starr Treasury Room, which she equipped and furnished, will have new significance in the future as it will become a memorial not only to Dr. Starr, one of Victoria's most distinguished graduates, but to the gracious lady whose generosity and interest has enhanced the value and prestige of the Library.

Student Assistants.

The Library received 2,760 hours of service from 25 student assistants during the past year, 19 of whom were enrolled in Victoria

College, 4 in Emmanuel College and two at the College of Education. Nine of the arts students graduated in May, but eight of the remaining ten have applied for library work during the current year and are giving excellent service. We are grateful for the help of these students, who have been cooperative, efficient and loyal, and while there are drawbacks inherent in this system, we could not carry on the library during term time without their assistance.

Book Withdrawals.

During the past summer the staff embarked on the formidable task of withdrawing several thousand volumes from the basement stacks and rearranged the top and basement to relieve the congestion in the stacks. This was completed at the end of July. It was done at the expense of the usual summer activities but was long overdue.

Library Staff.

The library staff had no additions or depletions during the past year. At the beginning of the 1959-60 term we added another member to our provisional staff, in the person of Miss Janet Loeffelt, an honour graduate of Bishop's University, and have found her services very satisfactory.

I wish to commend all members of our permanent staff for their devoted and efficient service, and in particular, Mrs. Evelyn Smith, our Head Cataloguer, who undertook an advanced course in cataloguing at the University of Toronto Library School, mainly on her own time, in order to deal more effectively with a number of difficult problems in cataloguing with which we are faced. She has been obliged, also partly on her own time, to consult the more extensive bibliographical resources of the University of Toronto Library in an effort to bring our catalogue up to the standard of excellence which she has set for it.

Finally, I would like to express my appreciation for the generous cooperation of the officers of the other departments of Victoria University, particularly the superintendent of buildings, for his prompt attention to repairs and his deft handling of the frequent emergencies which confronted us during the past year. To you, sir, and to the Board of Regents I owe a debt of gratitude, on behalf of my staff and of myself, for generous salary increases and an increased appropriation which will permit us to serve this Institution more effectively.

All of which is respectfully submitted,

Margaret V. May,
Librarian.

STATISTICAL REPORT 1958-1959

Acquisitions

Books added by purchase	1,084	volumes
Books added by donation	165	"
Government and University material	918	"
Pamphlets	355	"
Total	2,522	"
Withdrawals (chiefly outdated material from Basement Stacks)	1,470	"

Binding and Book Repair

Books bound (by commercial bindery)	121	"
Periodicals bound (by commercial bindery)	110	"
Books mended (by mending staff)	1,335	"
Books lettered (by mending staff)	2,705	"

Cataloguing

Books catalogued	2,194	"
Pamphlets catalogued	404	"
Reclassified, recatalogued or location changed	2,001	"
Total	4,601	"

Registered borrowers

First year Arts	489
Second year Arts	365
Third and fourth years Arts	395
Graduates	250
Occasional and Specials	225
Emmanuel students and ministers	325
Total	2,049

CIRCULATION STATISTICS 1958-1959

Arts circulation

Stacks	50,652	
George Locke Room	15,211	
Modern Languages Study	360	
Reference Room	<u>4,000</u>	70,216

Theology circulation

Home reading and Reading Room	12,500	
Total use of books	89,506	
Increase over previous year	13,187	

Analysis of arts circulation

(1) Use of books for home reading	33,945	
Use of books in Reading rooms	<u>15,271</u>	70,216

(2) Use of books by year

First Year	22,265	
Second Year	20,931	
Third Year	15,169	
Fourth Year	6,974	
Graduates & Staff	<u>4,092</u>	70,216

VICTORIA UNIVERSITY LIBRARY

Financial Statement for year ending June 30, 1959

REVENUE

Balance carried forward at June 30, 1958	\$ 1,377.07
--	-------------

Income

Grant from Board of Regents	447,300.00	
Interest on Flavell Bequest	695.71	
Interest on Endowment	90.00	
Class of 1928 Fund	240.00	
Interest on Library Reserve Fund	70.00	
Fines	227.50	
Bursary grant for student assistants	1,000.00	
Sale of Books	67.05	
Refund from Archives	<u>65.42</u>	49,755.89
Total		\$51,132.96

EXPENDITURE

Salaries, permanent	437,100.00	
Salaries, archives	1,800.00	
Salaries, temporary	<u>1,248.37</u>	\$42,148.37
Books	800.00	
Periodicals	472.84	
Binding	321.70	
Furniture	300.00	
Publications	300.00	
Supplies and Stationery	<u>647.22</u>	
Total		\$42,604.84

Unexpended balance	\$ 728.12
--------------------	-----------

VICTORIA UNIVERSITY LIBRARY

Financial Statement 1958-59 (continued)

Special Funds

(1) Reserve Book Fund

Balance carried forward at June 30, 1958	\$ 227.33	
Expenditure, 1958-59	— —	
Balance at June 30, 1959		\$ 227.33

(2) Archives Equipment Fund

Balance carried forward at June 30, 1958	43.71	
Expenditure, 1958-59	— —	
Unexpended balance at June 30, 1959		\$ 43.71

(3) Duncan Bequest

Balance carried forward at June 30, 1958	\$1,645.55	
Expenditure, 1958-59	549.71	
Interest for year	52.66	
Unexpended balance at June 30, 1959		\$1,148.50

(4) Class of 1928 Capital Fund

Balance carried forward at June 30, 1958	64.00	
Expenditure, 1958-59	— —	
Interest for year	2.50	
Unexpended balance at June 30, 1959		\$ 66.50

(5) Helen Foundation (Coleridge Fund)

Balance at June 30, 1958	\$1,907.17	
Expenditure, 1958-59	185.50	
Interest for year	65.33	
Unexpended balance at June 30, 1959		\$1,786.80

VICTORIA UNIVERSITY

Report of the Dean of Women to the Board of Regents for the year 1958-59.

Any year might be regarded as transitional, but 1958-59 seemed to fit the description better than some others. There was the obvious fact of a new residence in process of building, with consequent interest on the part of all the members of the College, but with special emotional significance for the women students in residence. And there were the events connected with the retirement of the Principal we had come to think of as an indispensable part of our security, and the appointment of his successor who promised exciting new developments to come. Neither of these changes disturbed the fundamental character of Victoria College ways. The undergraduates as usual went about their business as though they were in fact, as in theory, the university community, responsible for maintaining and furthering such activities as are necessary for the welfare of such a community. Their duties began before the term opens with plans for house parties for first year students. These plans, including the prevention of objectionable incidents such as raids and damage to property, are carried out with a degree of aplomb and success that their visitors might well envy.

Women in the College numbered 621. Of these about one-third were in residence, the other two-thirds living at home or with relatives. Hardly any women students now live in boarding houses or apartments, as the cost of residence, especially with some support from residence bursaries, is not higher than other modes of living. Interviewing almost all of the first year women I was able to check the truth of the above general observation. There was a fairly uniform wisdom on the part of Victoria students for life in residence as an aid to feeling 'part of the university'. But except for those who had special problems, family or personal, they were happy enough in the educational adventure new to them at the time, and well pleased with their choice of college.

The last year of life in the Elcor Street houses was marked by a surprising resistance to the anticipated move into a modern building. "I love every crack in Orlamund" said one to whom it had been pointed out that there were cracks in the outer walls. The houses, small and domestic in architecture, made possible an intimate group life centring in the downstairs common rooms, and generations of Vic women look back nostalgically to the joys and pains experienced there. Here but the students will regret the passing of these houses. But it seems fitting to afford them this brief obituary.

The residence household staff must be maintained and thanked - Miss Van Allen, Miss Galbraith and Miss Hinchcliffe, who, in spite of crises in their own lives, carried out large responsibilities with such grace and effectiveness. Miss McVicar, our indispensable nurse, reported a year in the laboratory relatively free of epidemics, but continuously busy with routine illness and precautionary health measures.

Of course last year was not only transitional but phenomenal. The Buildings Committee, and then the Furnishings Committee, under Mr. McMillan's Chairmanship, kept many of us busy and interested in the growth and perfecting of the residence of distinction, Margaret Addison Hall. The project was a mammoth one - and the results very obviously significant.

For all the pleasant and stimulating associations in Victoria College, transitional and more permanent, I should like to record my thanks.

Jessie Macpherson,
Dean of Women.

A regular meeting of the Board of Regents was held in Alumni Hall at 4 p.m., on Thursday, January 21, 1960.

PRESENT - Mr. H. E. Langford, Chairman;
Mr. J. B. Allen, Mrs. J. S. Bennett, Dr. E. H. Cousland,
Dr. E. Creagh, Dr. Jean Dewey, Mr. J. S. Deacon, Mr. C. W.
Edmonds, Mr. G. A. Fallis, Rev. F. P. Fidler, Dr. N. Frye,
Dr. V. T. Mooney, Dr. A. B. S. Moore, Mrs. C. F. McEachren,
Mr. D. W. McGibbon, Very Rev. Dr. G. C. Pidgeon, Mrs. Burns
Flowers, Mr. H. J. Sissons, Mrs. J. R. M. Wilson, Mr. C. F.
Wood, Mr. Wilfred C. James, Secretary.

PRAYER
Meeting opened with prayer by Very Rev. Dr. G. C. Pidgeon.

MINUTES
The minutes of the Annual Meeting of November 26, 1959,
summary of which had been mailed to all members, were approved
unanimously on motion of Principal Frye.

REPORT OF EXECUTIVE COMMITTEE
Report of the Executive Committee was read by the
Secretary:

"The Executive Committee met on January 13, 1960 and
approved the purchase of 51 Binscath Road as a home for
the President of Victoria University. The purchase price
was \$48,000, cash. Application has been made for exemption
from municipal taxes. The matter of any alterations, im-
provements and decorating has been referred to the Finance
and Property Committee.

The purchase of 100 and 104 Charles Street West at a
cost of \$50,000, was also approved. This purchase has also
been referred to the Finance and Property Committee with the
suggestion that it consult with the Residences and Services
Committee as to whether either or both houses might be
required by said Committee after demolition of 151 Bloor
Street West.

Draft of suggested Lease covering our Bloor Street
frontage as prepared by Messrs. Sinclair, Goodenough,
Higginbottom & McDonnell was considered at length. It was
considered that revision was required in certain important
aspects. It is thereupon agreed that Mr. Ralph S. Mills,
Q.C. be engaged as Counsel to further consider more adequate
terms and conditions which will be further reviewed by your
Committee at as early a date as may be possible.

All of which is respectfully submitted this 21st day
of January, 1960.

H. E. Langford,
Chairman.

CORRESPONDENCE - the Secretary

(a) Regrets at inability to attend received from Messrs.
Ashton, Bickle, Breithaupt, Bryden, Chisholm, Macaulay, Mills,
Vaughan and Wheeler.

(b) Letter from Dr. T. T. Faichney regarding omission
of his name from those present at afternoon and evening
meetings on November 26, 1959.

A regular meeting of the Board of Regents was held in
Alumni Hall at 4 p.m., on Thursday, January 21, 1960.

PRESENT - Mr. H. E. Langford, Chairman;
Mr. J. B. Allen, Mrs. J. S. Bennett, Dr. E. H. Cousland,
Dr. E. Creagh, Dr. Jean Dewey, Mr. J. S. Deacon, Mr. C. W.
Edmonds, Mr. G. A. Fallis, Rev. F. P. Fidler, Dr. N. Frye,
Dr. V. T. Mooney, Dr. A. B. S. Moore, Mrs. C. F. McEachren,
Mr. D. W. McGibbon, Very Rev. Dr. G. C. Pidgeon, Mrs. Burns
Flowers, Mr. H. J. Sissons, Mrs. J. R. M. Wilson, Mr. C. F.
Wood, Mr. Wilfred C. James, Secretary.

PRAYER
Meeting opened with prayer by Very Rev. Dr. G. C. Pidgeon.

MINUTES
The minutes of the Annual Meeting of November 26, 1959,
summary of which had been mailed to all members, were approved
unanimously on motion of Principal Frye.

REPORT OF EXECUTIVE COMMITTEE
Report of the Executive Committee was read by the
Secretary:

"The Executive Committee met on January 13, 1960 and
approved the purchase of 51 Binscath Road as a home for
the President of Victoria University. The purchase price
was \$48,000, cash. Application has been made for exemption
from municipal taxes. The matter of any alterations, im-
provements and decorating has been referred to the Finance
and Property Committee.

The purchase of 100 and 104 Charles Street West at a
cost of \$50,000, was also approved. This purchase has also
been referred to the Finance and Property Committee with the
suggestion that it consult with the Residences and Services
Committee as to whether either or both houses might be
required by said Committee after demolition of 151 Bloor
Street West.

Draft of suggested Lease covering our Bloor Street
frontage as prepared by Messrs. Sinclair, Goodenough,
Higginbottom & McDonnell was considered at length. It was
considered that revision was required in certain important
aspects. It is thereupon agreed that Mr. Ralph S. Mills,
Q.C. be engaged as Counsel to further consider more adequate
terms and conditions which will be further reviewed by your
Committee at as early a date as may be possible.

All of which is respectfully submitted this 21st day
of January, 1960.

H. E. Langford,
Chairman.

CORRESPONDENCE - the Secretary

(a) Regrets at inability to attend received from Messrs.
Ashton, Bickle, Breithaupt, Bryden, Chisholm, Macaulay, Mills,
Vaughan and Wheeler.

(b) Letter from Dr. T. T. Faichney regarding omission
of his name from those present at afternoon and evening
meetings on November 26, 1959.

January 21, 1960.

(c) Letter from Mr. James C. Fox of Allen, Mills, Fox & Johnston that his firm desired to establish an annual award of the value of \$150 to honour the name of Mr. Elliott Allen, a former member of his firm and at one time the auditor for Victoria University. Gift graciously accepted and referred to Senate to fix terms of award.

(d) Letter dated December 21, 1959, from Rev. Dr. Mooney, Treasurer, United Church of Canada, advising regarding Charles M. Marshall Fund of \$16,000, and that the annual income would be available for bursary aid to students enrolled in Emmanuel College. Referred to Senate to fix terms of award.

PRESIDENT'S ITEMS

(a) The President referred to following letter dated 12 January, 1960, regarding reasons for delay in the issue of cheques for Federal Grants:

CANADIAN UNIVERSITIES FOUNDATION
77 Metcalfe St., Ottawa 4.

When the Canadian Universities Foundation was incorporated in 1958, the Minister of Finance agreed that this new Foundation should take over from the NCCU the job of distributing federal grants to eligible institutions. An agreement was drawn up by the Department of Finance for signature by the appropriate officers of the NCCU, the CUF, and the Minister, but the Minister has not yet signed it.

The agreement requires that after the Minister has signed it, and not before, the Conference must submit an audited statement of the moneys it holds as 'delayed grants', and I am informed by the Department that until this audited statement has been received and approved by the Minister, the Department will not issue cheques for the current season.

You will see therefore, that the time of paying the federal grants for 1959-60 depends entirely upon the date on which the Minister signs an agreement, and the speed with which his Department signifies its approval of our audited statement. This delay has already made the cheques late, but I can assure every eligible institution that as soon as the CUF has the money to distribute, the cheques will go out.

Yours sincerely,

T. H. Matthews,
Executive-Secretary.

(b) The President reported that Dr. Irwin M. Hilliard, a Victoria graduate and now Professor of Medicine at University of Saskatchewan, would represent Victoria University at installation of Dr. J. W. T. Spinks as President of the University of Saskatchewan.

(c) President reported reference letter dated December 14, 1959 from Dr. Claude Bissell, President of the University of Toronto, regarding changing name Faculty of Arts to Faculty of Arts and Science. Change has been approved by the Senate of the University of Toronto and will go forward to Board of Governors when approved by Board of Federated Colleges.

On motion of President, this change in name of Faculty of Arts approved.

(d) President reported recent conferences he had had with Dr. D. R. G. Owen, Provost of the University of Trinity College, in regard to co-operation in theological teaching and referred specifically to Memorandum, set out below, dated December 16, 1959, as basis for concrete proposal, effective in September, 1960.

"Memorandum to the Dean of DivinityCooperation between Emmanuel College and Trinity College

Dr. Moore and I met to-day to discuss cooperation between the two Colleges in theological teaching. We agreed on the following points:

1. The Dean of Divinity at Trinity and the Principal of Emmanuel are asked to draw up a set of concrete proposals for implementation in September, 1960.
2. To this end, the Dean and Principal are asked to instruct their departmental heads to meet in order
 - (a) to draw up a list of Elected Courses to be offered next September on the basis of cooperation;
 - (b) to consider the Basic Courses offered in each College, and to ascertain what degree of cooperation could be achieved on this level.
3. Cooperation should be extended to the Libraries of both Colleges. Both Libraries at present have an A. A. T. 5. notation against them. This situation might be corrected by cooperative planning for library improvement. It was suggested that the Sealantic Foundation, or some other similar body, might be interested in assisting a joint project of this kind.
4. It was agreed that, in the future, there should be mutual consultation and approval before new appointments are made to the teaching staff.
5. It was recognized that some assistance of the essay reading and tutorial type might be needed to avoid any over-loading of the teaching staff because of larger classes.

D. R. G. Owen.

(e) Sabbatical leave of absence for Professor A. C. M. Ross for summer of 1959 to continue his studies in France on Contemporary French Criticism on full salary together with grant of \$1,000. from Staff Leave and Travel Fund - approved.

(f) Sabbatical leave of absence for Professor William Fennell from January 1, 1961 to September, 1961 on full salary - approved.

(g) Recommended appointment of Rev. Dr. E. Cyril Blackman of New College, London, England to New Testament Chair in Emmanuel College with rank of full Professor at salary of \$12,000, full participation in pension fund and allowance of \$600. for travelling expenses. Appointment to date from July 1, 1960.

In moving appointment, President referred at some length to his scholarly attainments, his outstanding qualifications for the post and that the Appointments Committee warmly endorsed the recommendation. (Mr. Mills,

Chairman of Appointments Committee, unavoidably absent to-day); that it had been found impossible to secure a Canadian for the post. Dr. Cragg seconded the motion speaking strongly in favour and was followed in the same view by Principal Cowland - after brief discussion, which included suggestion of a junior appointment within a reasonable time, the motion was carried unanimously.

As required by the Victoria University Act, the motion was then put a second time to those who are the appointed of the General Council - also carried unanimously.

(h) GIFTS

Following Gifts received since last Report to Board on October 15, 1959 and referred to Senate to fix terms of award for William Edward Staples Prize

1959

Rev. and Mrs. Wilbur Lang	\$ 25.	Bursary, Emmanuel College
Victoria Women's Association	\$ 1,300.	Bursaries, Victoria College.
Emmanuel College Students' Society	86.	Emmanuel College Students' Mission Fund
Bloor Street United Church	250.	Bursaries, Emmanuel College
International Nickel Co.	800.	Grant accompanying schols.
William F. Thomas Trust	4,000.	Bursaries
Condoflor Canada Ltd. (C.F. Wood)	823.62	Campus Model
Rev. Olivia C. Lindsay	470.	To furnish 1 single room, Margaret Addison Hall
Board of Colleges & Secondary Schools	200.	Emmanuel College Choir Fund
General Motors of Canada	400.	Grant accompanying schol.
Session Fund, Cooksville United Church	100.	To advance the training of young men for the ministry
Hamilton Presbytery Woman's Assoc.	200.	Bursaries, Emmanuel College
Business Men's Noon-Day Bible Class	300.	George C. Pidgeon Schol. Fund
Atkinson Charitable Foundation	5,000.	Bursaries, Victoria College
Board of Colleges & Secondary Schools	950.	Grant to designated married students in Emmanuel College
Miss Elsie Watt	3,000.	Old St. Andrew's Chair in Public Worship
Victoria College Alumnae Assoc.	8,317.82	Alumnae Bazaar for furnishing Margaret Addison Hall
Anonymous	700.	Scholarships
Hon. J. C. McBuer	50.	George C. Pidgeon Schol. Fund
Imperial Oil Ltd.	1,400.	Grant accompanying schols.
Marcourt Lodge A. F. & A. M.	100.	Bursaries, Emmanuel College

BRAPC

Allen, Miles, Fox & Johnston	\$ 150.	Schol. to honour Mr. Elliott Allen
Mr. R. K. Carty	100.	The Gertrude & Dawson Matheson Prize
Mrs. R. Davidson	25.	Principal Richard Davidson Memorial Prize
Leaside United Church	340.	Sustaining Fund
Lawrence Park Community Church	500.	Bursaries, Emmanuel College
<u>1960</u>		
Woman's Association, Humber Valley United Church	50.	Bursaries, Emmanuel College
Marion Patterson	200.	Victoria University Library
Wallace E. McLeod	60.	William Ewart Staples Prize in Oriental Languages
Business Women's Club, Bloor Street United Church	50.	George C. Pidgeon Schol. Fund
Kirk Club, Bloor Street United Church	175.	" " " " "
Wooler United Church Memorial Fund	70.	Bursary for a designated Emmanuel College student
Victoria College Alumnae	130.	Alumnae Award \$100, Alumnae Prizes 30.
Miss Elsie Watt	48.89	Library for books on Public Worship
	\$	<u>20,571.33</u>

LIVING ENDOWMENT

Mr. John S. Deacon reported that in the year 1959 a total of \$18,441.67 had been subscribed and towards this amount 564 women had contributed and 447 men.

This figure compares with \$24,179.40 for the year 1958. The smaller amount for 1959 was definitely attributable to the campaign for The National Fund, this being particularly reflected in the lower amounts received through November and December, 1959 in comparison with the same months in 1958.

PUBLIC RELATIONS COMMITTEE

Mr. Deacon, Chairman, presented and read the following Report:

" The Public Relations Committee met on January 6th to consider a proposal from the Victoria College Alumni Association leading to closer co-operation between the Association and our Living Endowment campaigns. The Association offers to transfer to the Living Endowment all of its present assets excluding its life membership trust fund. Current assets which would be transferred amount to approximately \$600.

In consideration of the above offer the Association asks Victoria University to be responsible for all the expenses of the Association and by way of further consideration the Association would assist in all Living Endowment appeals.

In consideration of the above suggestion, the Public Relations Committee recommends that Victoria University assume responsibility for all operating expenses provided the annual budget of the Association is submitted to the Chairman of this Committee and to the Bursar (for approval). It is further recommended that all male graduates who henceforth contribute to The Living Endowment shall become ex-acto members of the Victoria College Alumni Association.

The Association would further agree that as each membership falls due it will advise each such member that a contribution to The Living Endowment will give such member a paid-up membership in the Association for the ensuing 12 months.

While some of the details related to the above may require further consideration it is recommended that the Board of Regents approve in principle Victoria University assuming, under the above conditions, all the financial responsibilities of the Victoria College Alumni Association and of the Victoria College Alumnae Association should it so desire.

All of which is respectfully submitted this 21st day of January, 1960.

John S. Deacon, Chairman *

In moving adoption, Mr. Deacon explained a few details, and compared our present system with that of Queen's. Mr. George Edmonds, ~~President of the Victoria College Alumni Association~~ (as President of the Alumni Association) in seconding the motion, referred to the advantages that should be derived, the further stimulation of Alumni interest and the financial advantages to The Living Endowment. After receiving Mr. Deacon's assurance that the costs would be included in the budget of his committee for submission to the Budget Committee of the University, the Chairman put the motion which was unanimously adopted.

RESIDENCES AND SERVICES COMMITTEE

Report: Mr. D. W. McCibbon presented and read the following

* Your Committee met on January 14th when all members of the Committee were present. The Dean of Women and Senior Tutor were also present by invitation.

I can now report that payment in full amounting to \$3,933, has been received from the auctioneers from the sale of furnishings in the Bloor Street Houses.

Plans were agreed upon some weeks ago for the entire refurnishing of the Common Rooms in North House and Middle House. Contract has been awarded to the T. Eaton Co. Ltd. It is expected that the carpets and furniture will be delivered later next month. In the meantime during the Christmas holidays both Common Rooms have been painted and new baseboards installed.

A Sub-Committee has been appointed to study and report upon new furnishings which may be desirable for all Houses to the south of South House.

Vacation rates have been set for this summer for both the Men's and Women's Residences.

Financial statements covering all departments of Men's and Women's Residences and the Students' Union for the period ending November 30th have been examined and are satisfactory.

Authorization has been given for the erection of a TV antenna for Annesley Hall which will be serviced by a lead-in wire from the TV aerial on the roof of Margaret Addison Hall.

All of which is respectfully submitted this 21st day of January, 1960.

D. W. McCibbon*

Mr. Deacon moved, seconded by Mrs. Burns Plewes, adoption of Report - approved unanimously.

FINANCE AND PROPERTY COMMITTEE

Mr. J. B. Allen, in the absence of both the Treasurer and the Vice-Chairman, presented and read the following Report:

* Your Committee reports the following sales and purchases effected since the meeting of this Board last June:

PURCHASES

BONDS

June 30, 1959

250,000	Hydro Electric Power Commission of Ontario	
	5 3/4% due 1 July, 1979	
	Cost	\$ 250,000.

December 15, 1959

100,000	Canadian National Railways	
	5% due 15 December, 1964	
	Cost	98,500.

January 12, 1960

100,000	Government of Canada	
	5% due 1 October, 1962	
	Cost	100,100.

SALES

STOCK

1,000 shares	Powell River Company Ltd., Common @ 38 1/2 to 38 5/8	
	Realized gain	27,039.
2,500 "	Dominion Tar & Chemical Co. Ltd., Common @ 17	
	Realized gain	20,778.
1,000 "	Aluminium Ltd., Common @ 31 1/2	
	Realized gain	15,109.
3,000 "	Noranda Mines, Ltd., Common @ 31 - 52	
	Realized gain	71,455.
5,000 "	Simpson's Ltd., Common @ 34 1/2	
	Realized gain	143,524.

SALES

GRAPH

STOCKS			
300 shares	Canadian Cottons Ltd., 6% Preferred #20	Realized loss	3,090.
2,000 "	Abitibi Power & Paper Co. Ltd., Common @ 3/8	Realized gain	32,865.
2,000 "	Consolidated Mining & Smelting Co. of Canada Ltd., Common	Realized loss 19 - 19 1/8	17,123.
500 "	Canadian Celanese Ltd., 4% Preferred	Realized loss 15 - 15 3/4	4,886.

Your Committee reports receiving \$200,000 6% Ontario debentures from Miss Elsie Watt, the annual income from this gift to be used to pay the salary of the incumbent of the Old St. Andrew's Chair in Public Worship. Should the income from these debentures be insufficient at any time to pay said salary, Miss Watt has agreed during her lifetime to pay such balance as may be required. Miss Watt has made provision in her will for a bequest to Victoria University, the income from which will be sufficient to make up any deficiency required to pay the then salary of the incumbent of the Old St. Andrew's Chair. (A Resolution of Appreciation has been prepared by the President which will be presented to the Board to-day and inscribed in the minutes of this meeting and copy forwarded to Miss Watt).

In respect to the bequest from the Donald N. Springer Estate to be used in honour of Mr. R. F. Chisholm your Committee recommends that in accordance with Mr. Chisholm's suggestion an organ be purchased for the Victoria College Chapel at an estimated cost of \$10,000., that new upright pianos be purchased for each House of the Men's Residences and a grand piano for Victoria College. We suggest that an ad hoc committee be set up to complete the details with Mr. R. F. Chisholm as Chairman, that he choose the other members among whom should be the President and also the Principal of Victoria College.

The purchase of 51 Bincarth Road as a home for the President of Victoria University having been approved by the Executive Committee your Committee has authorized the necessary repairs, improvements and decorating be proceeded with forthwith.

As regards the purchase of 100 and 104 Charles Street West your Committee refers these houses to the Residences and Services Committee and requests advice as to whether one or both might be desired by that Committee after the demolition of 131 Bloor Street West.

All of which is respectfully submitted this 21st day of January, 1960.

J. R. Allen,
For Chairman.

Mr. Allen moved adoption of Report, seconded by Mrs. McEachren and approved unanimously.

Following unanimous adoption of the above Report, the President read the following Resolution:

"The Board of Regents of Victoria University Accepts with profound gratitude the gift of \$200,000.00 from Miss Elsie Watt, the income from which is to provide the salary of the professor who holds the Old St. Andrew's Chair in Public worship at Emmanuel College. This Chair was established in 1956 and since that time the salary of the Professor of Public Worship has been paid by annual gifts from Miss Watt. In receiving this most recent gift, the Board records its deep

appreciation of the thoughtful generosity which has made possible the establishment and continuance of this significant teaching post which not only strengthens our theological training at Emmanuel College but will also make a lasting contribution to the life of the Church in Canada. The minutes of this Board will reveal that we are indebted to Miss Watt for many gifts which have enriched and re-enforced the work for which we are responsible. Through the Old St. Andrew's Lectureship, which preceded the establishing of the Chair, a number of distinguished scholars were brought to this Campus to deliver memorable series of lectures. Last year a graduate fellowship was set up in Emmanuel which will bring promising students to the College for post-graduate work in Worship. Further gifts have made possible new furniture in the Chapel and additional books for the Theological Reading Room. We, the members of the Board of Regents take this opportunity of expressing to Miss Watt our heartfelt thanks for her many gifts which have made so significant a contribution to the welfare and effectiveness of Emmanuel College."

The President moved that this Resolution be inscribed on the minutes and that a copy be signed by the officers of the Board and delivered to Miss Elsie Watt - enthusiastically approved.

LIBRARY BUILDING COMMITTEE

Mr. Clare F. Wood, Chairman, reported verbally progress being made with details of interior of new building and that it was expected we would be ready to call for tenders by March 1st.

OTHER BUSINESS

The Secretary reported on behalf of Mrs. Burns Flew that as of this date 1297 Victoria women in the Toronto area have pledged a total of \$125,692 to the National Fund and that a few more pledges are still to come.

There being no further business, the meeting closed at 5.30 p.m.

Confirmed *A. E. Langford*
CHAIRMAN

A regular meeting of the Board of Regents was held in Alumni Hall at 4 p.m., on Thursday, April 21st, 1960.

PRESENT

Mr. W. E. Langford, Chairman; Mr. J. B. Allen, Very Rev. Dr. J. B. Armpf, Rev. G. E. Ashton, Mrs. J. S. Bennett, Mr. E. W. Bickle, The Honourable L. G. Brethaupt, Mr. R. F. Chisholm, Dr. E. W. Couland, Dr. E. Cragg, Dr. J. F. Devey, Mr. J. S. Deaton, Mr. G. W. Edwards, Mr. C. A. Fallis, Rev. Mr. F. P. Fidler, The Honourable Mr. Macaulay, Mr. E. S. Mills, Dr. A. B. Moore, Mrs. C. F. McEachern, Mr. D. W. McGibbon, Mr. W. A. J. Sissons, Mr. C. F. Wood, Mr. Wilfred C. James, Secretary.

PRAYER

Meeting opened with prayer by The Rev. Dr. E. Cragg.

MINUTES

(a) Minutes of meeting of the Board held on January 21st, 1960 having been summarized, and copy mailed to all members, were approved on motion of Mr. E. W. Bickle.

(b) Minutes of the meeting of the Executive Committee, held on Tuesday, February 16th, 1960, were read by the Secretary.

PRESENT

Mr. W. E. Langford, Chairman; the President, Principal Frye, Mrs. J. B. M. Wilson, Messrs. J. B. Allen, E. W. Bickle, J. F. Bryden, John S. Deaton, D. W. McGibbon, C. F. Wood and Wilfred C. James, Secretary.

REGENTS

Regrets at being unable to attend were received from Principal Couland, Rev. Dr. Hooney and Mr. L. Macaulay, Mr. R. S. Mills in the South.

The Chairman stated that Mr. Wood was present at his request and suggested at the same time that Mr. Wood should become a member of the Executive Committee. Mr. Bickle moved, seconded by Mr. Bryden and it was unanimously agreed that Mr. Wood become a member of the Committee. The Chairman indicated that the meeting had been called for three specific purposes as set out on the Agenda and that we would first deal with -

OFFER TO LEASE BLOOR STREET PROPERTY

The Chairman presented and read the major portion of a Report prepared by Chartered Trust Company and memorandum addressed to Mr. Langford dated February 15, 1960. Copy of this Report is attached as schedule to these minutes. Copy of Offer to Lease signed on behalf of the Minden group together with proposed Lease was given to each member present. The Chairman stated cheque for \$50,000, had accompanied this Offer. The Chairman explained the proposal in some detail directing attention to a few items which differed slightly from the draft recently prepared by our Solicitor, Mr. E. S. Mills - Items had to do with the Surety Bond, Release from Personal Covenants after completion of the building and it being 60% rented, 80% co-insurance is suggested and an amount of \$5,000. In place of phrase "major changes" appearing in our draft. There was some discussion as regards the south elevation of the building or buildings which might be erected and it was pointed out that all plans of the Lessee were subject to our approval.

APRIL 21, 1960

BRAC

Reference was also made to three other organizations (full details appear in Report previously referred to) which had indicated by Letters of Intent that they were definitely interested in our property. The three offers were briefly considered but not one provided for the full rent accruing from July 1st, 1960. It was the considered opinion of all present that the Offer from Arthur Minden and his Associates was the one most desirable. Following some further discussion Offer by Mr. Bickle, seconded by Mr. McGibbon, that the Minden Offer be accepted provided agreement was reached as regards rights of way and other details to be settled by our Solicitors.

It was directed that once the matter of the right of way had been agreed upon and other details settled by our Solicitors that the appropriate officers of Victoria University be authorized to accept the Offer and execute the Lease on behalf of Victoria University.

LIBRARY BUILDING

Mr. Clare F. Wood, Chairman of the Library Building Committee, presented a photograph showing the building as now proposed and explained the several reasons why it had been considered advisable to have a solid cut stone wall for the west elevation in place of the large windows and screen which had been earlier planned. On the assurance that some decoration for the western elevation, by way of statues or construction contract, the Committee agreed that working drawings be proceeded with immediately and the project made ready for calling of tenders at the earliest possible date. It was agreed that when tenders were received they would be submitted to the Board of Regents. The question was raised as regards the amount of natural light for the main reading room and was answered by Mr. Wood satisfactorily. Mr. Bickle raised the question of floodlighting the building and Mr. Wood promised that this would be taken up with the Architects.

4 ST. THOMAS STREET

The Chairman reported that the several leases in 4 St. Thomas Street would expire on June 30th this year and suggested that these all be terminated at that time and the building made available for our Archives. The Chairman went on to say that the space now occupied by the Archives in the basement of the Students' Union was urgently required for other College purposes and that this appeared the logical time to advise the Library Committee of the Senate and the Archives Committee that the present space occupied by the Archives was required and that the building at 4 St. Thomas Street would be available for the Archives. It was felt that this change might not be too acceptable to those members of the Archives Committee who represent the United Church. It was pointed out, however, that approximately 70% of our Archives material was the property of Victoria University. On that notice be given to the appropriate groups and that the Archives Committee be assured that all possible steps would be taken to afford the best possible accommodation at 4 St. Thomas Street including air conditioning.

There being no other business the meeting closed at 5:20 p.m.

CHAIRMAN "

CORRESPONDENCE - the secretary

Regrets at being unable to be present from - Mrs. Burns Flew, Mrs. J. B. M. Wilson, Dr. Harold Vaughan, W. L. Wheeler, Principal Frye (in Boston fulfilling engagement made prior to his appointment as Principal).

Thanks and appreciation for flowers from Mrs. Thain W. MacDowell at time of Colonel MacDowell's funeral; from Bill Bell Co-Captain, Victoria College Football Team for Wuloch Cup Dinner, tendered to team by Board.

April 21, 1960

Donald M. Springery Estate - receipt of \$3,000 being second and final payment of bequest.

DR. JEAN F. DAVEY

Dr. Davey entered meeting at this time and the Chairman extended to her the congratulations of the Board at the honour recently conferred on her in San Francisco, when she was made a member of the American Medical Association. The Chairman also referred to her resignation as physician for our women in residence (more fully referred to later in Report of Residences and Services Committee). Warm appreciation of this new honour and sincere regret at her resignation was directed to be entered in the Minutes.

PRESIDENT'S ITEMSSt. Binscagh House

President first expressed the sincere thanks of Mrs. Moore and himself for their new home at St. Binscagh Rd., for the repairs and alterations which had been completed, for the decorating and furnishing and for the co-operation of the staff in completing the move. The President assured the members that they were most happy and comfortable in their new home and hoped the time would not be far distant when all members might have an opportunity of seeing the house.

GIFTS

President read following list of gifts, received since last meeting of the Board, amounting to \$7,510.

The Atkinson Charitable Foundation	\$ 3,000. Bursaries
Miss Adelaide Beatty	100. Prize, Emmanuel College
First United Church, Port Credit	250. Bursaries, Emmanuel College
Est. of Olive M. Heughan	200. George C. Pidgeon Schol. Fund
Mr. L. A. Gilbert	60. Building Fund
Melrose United Church, Hamilton	600. Graduate Teaching Fellowship Emmanuel College
Mrs. Harold Butcher	25. George C. Pidgeon Schol. Fund
The International Nickel Company	600. Grant
J. E. Mitchell	25. E. Wray Mitchell Memorial Prize
Mrs. L. A. Kivell	100. Joseph Henry Wells Prize
Miss D. Falconbridge	100. Donation for Burwash Hall Garden
Hamilton Presbytery Women's Assoc.	200. Bursaries, Emmanuel College
Miss Elsie Watt	100. The John Dow Prize
Miss Martha A. Harvey	25. Donation for furnishing Margaret Addison Hall
Miss M. G. Ross	125. Donation, Emmanuel College

ACADEMIC STAFF

President recommended that Professor Peter Buitenhuis, who was appointed last year to the Department of English as an Assistant Professor on a seasonal basis, be now given a permanent appointment as Assistant Professor. Carried.

President recommended that Professor J. A. S. Evans, at present Chairman of the Department of Classics at Waterloo University College, be appointed as special lecturer in Victoria College for the session 1960-61.

LETTER RE REGISTRATION LIMITATION

President reported that a letter had been received from Dr. C. T. Bissell, President of the University of Toronto, indicating the desire of the Council of the Faculty of Arts to limit enrolment in the first year for the session 1960-61 to 1900 students with particular limitations in Mathematics, Physics and Chemistry to 240 and in the General Course in Science 215. The Board of Regents agreed to this proposed limitation for the year 1960-61.

NATIONAL FUND

The President reported that a letter had been received from President C. T. Bissell expressing the thanks of himself and his colleagues for the co-operation and help given by Victoria College in the successful conduct of the National Fund Campaign.

LIBRARY BUILDING COMMITTEE

Mr. Clare F. Wood, Chairman, presented and read the following Report:

"As directed by the Executive Committee your Committee authorized our Architects some few weeks ago to call for tenders for construction of our new Library.

The tenders were returnable on Thursday, April 14th at which time your Committee met in the Architects' office to receive the tenders. Seven tenders were received and your Committee is unanimous in recommending that the tender of Pigott Construction Company Limited, in the amount of \$1,051,820., be accepted.

Your Chairman referred this tender to the Finance and Property Committee at its meeting on 19th instant and that Committee was unanimous in approving my Committee's recommendation that the Board accept this tender.

If the Board approves this Report, authorization should be given for execution of construction contract by appropriate officers of the Board.

Construction will not commence until after final examinations have been completed on Saturday, May 7th.

All of which is respectfully submitted this 21st day of April, 1960."

Mr. Wood then moved, seconded by Mr. Bickis, the adoption of the Report - carried with no dissenting votes.

RESIDENCES AND SERVICES COMMITTEE

Mr. D. W. McGibbon, Chairman, presented and read the following Report:

"Your Committee held a special meeting on March 18, 1960 to consider 'The Senior Tutor's Special Report on the Men's Residences'. This was an extremely interesting and comprehensive report with many recommendations, all of which have been carefully considered.

April 21, 1960

Our first project this summer will be to paint the halls and stairways in North House, Middle House, Gate House and South House. We expect to have this work undertaken as soon as all examinations have been completed. Study is also being given to refurbishing the bedrooms in the lower Houses.

Consideration is also being given to enlarging the Common Rooms in Bryson, Helles and Caven Houses. Enlargement of these Common Rooms can be accomplished by incorporating the double room on the east of each Common Room as part of the Common Room. The one unfortunate result is that we would lose accommodation for two students in each of the three Houses. Study is also being given to enlarging the Common Room in South House. It is agreed that this Common Room in particular is altogether too small for the number of men in the House. A further Report in respect to our plans for South House will be reported to the next meeting of the Board.

A further meeting of the Committee was held on April 5, 1960 and it is with much regret that I report that Dr. Jean F. Davey, after 15 years' service, has found it necessary to resign as physician for our students in the Women's residence. Dr. Davey has found that the demands of hospital, teaching and her practice now make it impossible for her to continue. This resignation has been accepted with much regret. On the recommendation of Dr. Davey, the Dean of Women requests the appointment of Dr. Charlotte Hahn, a Graduate of the University of Toronto '45, presently a member of the Out-Patients' staff of the Women's College Hospital, as successor to Dr. Davey. Your Committee recommends that this appointment be confirmed.

Your Committee has made a careful study of the suitability of either 100 or 104 Charles Street being used to replace 151 Bloor Street as a residence for domestic staff. It is your Committee's view that 104 Charles Street can be converted and will house at least 75% of domestic staff now living at 151 Bloor West. Further planning is being given to securing additional accommodation for the domestic staff. Adequate accommodation has not yet been found for the two distillations who have been living at 151 Bloor Street West.

Order has been placed for new tables and chairs for the Coffee Shop with delivery promised in ample time for installation before the Fall term opens.

Mrs. Mary Shaw has just completed her six months' leave of absence after 38 years' continuous service in the Women's Residence and has now been placed on retiring allowance of \$400 per annum.

As we are undoubtedly going to be faced with higher operating costs, especially as regards wages, it would appear that an increase in Residence fees will be essential next year. Our recommendation in regard to Residence rates will be made at the next meeting of the Board.

All of which is respectfully submitted this 21st day of April, 1960."

Mr. McGibbon moved, seconded by Dr. Davey, the adoption of the Report - carried unanimously.

FINANCE AND PROPERTY COMMITTEE

Mr. E. W. Bickle, Chairman, presented and read the following Report:

"Your Committee met on February 24, 1960 and again this week on Tuesday, April 19th.

Approval is requested of purchase of \$100,000. Government of

April 21, 1960

Canada 5 1/2 Bonds due April 1, 1963 at 99.9 for total cost of \$99,900.

Approval is also requested of purchase of 600 shares Royal Bank at \$41.50 per share upon payment of \$24,900. and the exercise of our rights.

Receipt of \$40.08 is reported from the sale of fractional share of Asbestos Corporation.

Our Federal Grant for 1959-60 amounting to \$551,481.66 was received in February. The grant amounts to \$942.48 per student. After remitting 60% of the Victoria College portion to the Board of Governors of the University of Toronto the net amount retained by Victoria University was \$240,676.46.

Your Committee has established a policy of loans to new permanent members of staff to enable them to buy a home. Loans are limited to \$5,000. and will be made only to married members.

As directed at last meeting of the Board an ad hoc committee, with Mr. Clare F. Wood as Chairman, has been appointed to work with the Library Building Committee in regard to retaining wall and landscaping in area west from the new Library.

Your Committee recommends that income received from the lease of our Bloor Street property (after any leasing or other expense) be held separate from other University funds and it, together with investment income derived from accumulation of these funds, be placed in a Reserve for replacement of buildings and expansion. To effect this the Treasurer is instructed to open a new bank account at Chartered Trust Company. Investment of these funds will be subject to the same limitations as other general funds of the University.

Fourteen distributions have now been made by the National Fund and as of this date Victoria has received a total of \$437,623.

This Committee approves that construction of our new Library be proceeded with and concurs with The Library Building Committee that the tender of Pigott Construction Company Limited be accepted.

All of which is respectfully submitted this 21st day of April, 1960."

Mr. Bickle then moved adoption of Report, seconded by Mr. Deacon, whereupon there was some discussion as regards that portion of the Report referring to income received from lease of our Bloor St. property - some had thought this income might have been ear-marked for other purposes - possibly additions to academic staff or for increases in academic salaries - All were satisfied when the Treasurer pointed out it was within the power of the Board to amend this directive as regards the use of this income at any time in the future when such an amendment might appear advisable - in the meantime, this present recommendation would keep this income entirely separate from ordinary revenues.

With this explanation, to be noted in minutes at request of Mr. R. S. Mills, the Report was unanimously adopted.

NOMINATING COMMITTEE

Mr. Leopold Macaulay, Chairman, reported that his committee had had a lengthy meeting prior to this meeting of the Board and having taken into account advancing years and poor health of some members and in one case apparent lack of interest and failure to attend any Board meetings in some years - also that vacancies existed through the death of Mrs. F. W. G. Starr, and Mr. William Zimmern and the resignation of Major-General Spencer, it is recommended that the following names be submitted to Board of Colleges and Secondary Schools for submission to General Council as representatives of the General Council of The United Church of Canada for two -year period from September, 1960:

The Very Rev. J. H. Arup, B.A., D.D.
 Rev. C. E. J. Crabb, M.A., B.D., D.D.
 Rev. C. A. Lawson, B.A., B.D., D.D.
 Rev. V. T. Mooney, B.A., D.D.
 The Very Rev. G. C. Fidgeon, M.A., D.D., LL.D.
 Rev. H. W. Vaughan, M.A., B.D., Th.D., D.D.
 J. B. Allen, Q.C., B.A.
 J. D. Arup, Q.C., B.A.
 A. C. Ashforth, Esq.
 E. W. Bickle, Esq.
 The Honourable F. N. Cass, Q.C., M.A.
 R. F. Chisholm, O.B.E., B.Com.
 J. S. Deacon, B.A.
 L. M. Earl, B.Sc., B.A.
 Mrs. D. W. Haag, B.A.
 H. E. Langford, Q.C., B.A.
 Mrs. C. F. McSchren, O.B.E.
 The Honourable L. Macaulay, Q.C., B.A., LL.B.
 R. S. Mills, Q.C., B.A.
 The Honourable L. B. Pearson, O.B.E., M.A., LL.D., D.C.L.
 C. E. Sheppard, Esq.
 C. F. Wood, Esq.

Mr. Macaulay then moved, seconded by the President, the adoption of this Report - carried.

There being no further business, the meeting closed at 4.55 p.m.

Confirmed.....
H. E. Langford
 Chairman

A regular meeting of the Board of Regents was held in Alumni Hall at 4 p.m., on Thursday, June 23rd, 1960.

PRESENT

Mr. H. E. Langford, Chairman; The Very Rev. Dr. J. H. Arup, Mrs. J. S. Bennett, The Honourable L. O. Breithaupt, Mr. J. T. Bryden, Dr. E. H. Cousland, Mr. J. S. Deacon, Mr. L. M. Earl, Mr. C. W. Edmonds, Rev. Mr. F. P. Fidler, The Rev. Dr. W. Finland, Dr. H. N. Frye, The Honourable L. Macaulay, Mr. R. S. Mills, Dr. A. B. H. Moore, Mr. D. W. McGibbon, Mrs. B. Flew, Mr. F. A. Wansbrough, Mr. C. F. Wood, Mr. Wilfred C. James, Secretary.

PRAYER

Meeting opened with prayer by Principal Cousland.

RESOLUTION

The President presented and read the following Resolution respecting the late Chancellor Emeritus A. P. Nowles:

"It has been said that "When a great tree falls you know its greatness not only by its branches but by its roots, by how much soil is torn up." Such was the greatness of Richard Pinch Bowles, whose roots were thrust deeply into the life of this country, its people and institutions. In countless places today, there will be a sense of uprooting as men and women mourn the passing of one who was for so long a part of their lives. Here, however, the figure of speech breaks down, for Chancellor Bowles will continue to be an integral and essential part of all that he has touched.

When he came from the Caledon Hill countryside to Victoria College in Cobourg, he brought with him the strength and sagacity of a true countryman. With him, too, came the character and faith that were nourished by his Methodist home and Church together with the wit and imagination that were the gifts of his Irish ancestry. When these gifts and qualities were disciplined and developed by his years at Victoria, he entered the Methodist ministry and became an influential leader in church affairs and a compelling preacher of the Word.

After serving churches in Montreal, Winnipeg and Toronto, Dr. Nowles returned to the College he loved and with which he and his family were so closely related. Here, in Victoria, from 1906 to 1913, he was a teacher loved and respected by both colleagues and students. It is not surprising that, when Dr. Burgess retired as President and Chancellor, the College should turn to its brilliant staff member Richard Pinch Bowles to take his place. For seventeen years he guided Victoria through critical and difficult times with profound wisdom, with sensitive understanding and with a firm courage that never faltered. His years as president saw the stresses and sorrows of the First World War, the strains of post-war reconstruction and the difficult problems and adjustments of Church Union. Through it all Chancellor Bowles brought Victoria University with a greatly increased student body, a strengthened financial position and a vital place of influence in the University of Toronto and the United Church of Canada. In a very real sense, he had prepared Victoria for the years of depression, war, and expansion that lay ahead. Dr. Sissons, in his History of Victoria was inspired to entitle the chapter on Dr. Bowles' presidency as "The Straight Furrow". Despite rough

June 23, 1960

BRAFPC

terrace that was the Chancellor's achievement.

When he retired in 1930, it was to the active life of running his beloved farm and the study of his equally beloved theology. From such active retirement he would emerge to electrify some church congregation or court or some College assembly with his brooding mounting eloquence and wisdom.

Throughout his distinguished life, Dr. Bowles was ever the man of faith fed by the Scriptures he diligently studied, by the worship he faithfully attended and the Church he devotedly served. His roots, I have said, were thrust deep into the lives of others but they were thrust deeper still into the Gospel of Jesus Christ. To use the words of the psalmist - He was like a tree planted by the rivers of water that brought forth his fruit in due season and whose leaf did not wither.*

We mourn his passing in company with a host of others, especially the members of his family to whom now we extend our heartfelt sympathy. But we rejoice in the gift of his life and are grateful to Almighty God for this man of faith and knowledge, who gave of himself so generously that the Truth which makes men free might prevail. *

The President moved, seconded by Mrs. Bennett, that the Resolution be inscribed in the minutes of this meeting and that copies be forwarded to Mr. Wilfred Bowles, Neatleton, Ontario; The Rev. Newton E. Bowles, Brampton, Ontario; Mr. John Bowles, Souris, Manitoba; and Mrs. J. E. Smith, Edmonton, Alberta.

The Chairman expressed the thanks of the meeting to the President.

MINUTES

The Minutes of the meeting of April 21st, 1960 were approved on motion of Mr. Bryden.

COMMUNICATIONS - the secretary -

(a) Regrets from Mrs. Clara F. McEchren, Mrs. J. R. M. Wilson, Dr. J. F. Davey and Messrs. E. W. Bickle, R. F. Chisholm, Rev. Dr. G. E. Ashton, and V. T. Mooney at their inability to attend.

(b) Letters of Appreciation from Canadian Council Girl Guides Association, the Board of Colleges and Secondary Schools, and the Sector Committee of Missionary and Maintenance Committee for being so well taken care of in our Residences and Dining Halls during recent conferences.

(c) Payment of Bequest of \$3,000 from Dr. Marion Hilliard's Estate to endow the Irwin Hilliard Scholarship.

(d) Advice from Canada Trust Company, London, of bequest from Chester H. Rowntree Estate to establish scholarships in Emmanuel College to assist needy ministerial students.

PRESIDENT'S ITEMS

President reported following cash gifts received since last meeting of the Board:

Dr. Lorne Pierce	\$200	Edith and Lorne Pierce Scholarship
Anonymous	60	C. S. Sissons Prize

June 23, 1960.

Victoria Women's Club, Burlington	\$ 15	Victoria College Bursary
Bloor St. Church Young Adults Group	75	Geo. C. Pidgeon Schol. Fund
L. E. Cole	50	Class of 1927 Fund (not given through Living Endowment)
St. Andrew's United Church	300	Sustaining Fund
Victoria College Alumnae Association	25	Addison Memorial Scholarship
Evangeline Shops Ltd.	250	Parcy Heywood Scholarship

and also from Mrs. Thain MacDowell the machine gun used by her late husband, Lt. Col. Thain MacDowell, D.S.O., V.C., in the attack, south of the Ancre, in November, 1916, resulting in his being awarded the Victoria Cross. (Full details are on pages 275-276 Sissons' History of Victoria University).

It was suggested the machine gun might be mounted and placed in Burwash Hall - referred to Mr. D. W. McGibbon for consideration.

President referred to recent honorary degree (D. Litt.) conferred on Principal Frye by the University of New Brunswick; Professor Frohney on becoming a Fellow of the Royal Society of Canada; the award to Professor Jeanes of a Grant from the Canada Council. Congratulations were extended to all the recipients.

(Here a member also referred to recent honorary LL.D. conferred on President by McMaster University.)

EXTENSIONS

Recommended that Principal Cousland's term as Principal be extended for two years from July 1st, 1960 - approved.

Recommended that Professor Alta Lind Cook's term be extended for a further period of one year from July 1st, 1960 - approved.

PROMOTIONS

Recommended following promotions: Miss Laure Riise and Dr. Jessie Macpherson to full professors at salary of \$12,000 each; Mr. D. P. de Montmolin to Associate Professor at \$9,000 and Mr. W. T. McCready to Assistant Professor at \$7,000. All provided for in Budget and to be effective from July 1st, 1960 - approved.

APPOINTMENTS

Mr. Robert N. Farguherson as Sessional Lecturer for 1960-61 in the Department of German at salary of \$6,500.00.

Miss Alice Widner as a Sessional Lecturer in the Department of French for 1960-61 at salary of \$3,500.

Miss Lorna Berman (finishing Ph.D.) a graduate of University of Toronto, as Instructor in Department of French for 1960-61 at salary of \$4,800.

On motion of President, seconded by Principal Frye, all approved.

SALARY INCREASES

Recommendations for salary increases for all members of the Administrative and Academic Staffs have been approved by Finance and Property Committee and are provided for in the Budget.

Salary increases have also been approved for all members of the Superintendent's Department and are provided for in the Budget.

CHANGE OF AFFILIATION WITH UNITED CHURCH TRAINING SCHOOL

The following memorandum was presented and read by the President:

TERMS OF AFFILIATION

THE UNITED CHURCH TRAINING SCHOOL WITH EMMAUEL COLLEGE 1960

as approved by the Staff and Council of Emmanuel College,
The Senate of Victoria University
and the Board of Management of U.C.T.S.

PREAMBLE

The Council of Emmanuel College and the Board of Management of the United Church Training School duly appointed by the General Council of The United Church of Canada, acknowledging that each institution has a separate and distinctive function in preparing men and women for the service of the Church and yet recognizing the need for the mutual understanding that will enable them to work together in partnership in that service.

AGREE to continue the affiliation for the present but on an amended basis to bring it into line with the situation as it exists today. This will allow the continuance of a formal relationship which ensures a measure of cooperation in training and in informal relationships. Students of the U.C.T.S. who are university graduates will continue to be eligible to take classes in Emmanuel College.

The Council and Board therefore set down the following terms as the basis of affiliation, with the understanding that the question of affiliation and its terms will be reconsidered within five years.

RELATIONSHIPS

The Council of Emmanuel College shall appoint five representatives to the Board of Management of the United Church Training School.

The Principal of the U.C.T.S. shall be a corresponding member of the Council of Emmanuel College and shall present an annual report at its fall meeting.

Any basic change in the entrance requirements and in course of study shall have the approval of the Executive of the Council of Emmanuel College.

STANDARDS OF ADMISSION TO U.C.T.S.

Graduation from a recognized university.

Applications will also be considered from those who have Senior Matriculation (Grade XIII or its equivalent) plus professional or business training and successful experience.

In the case of applicants 30 years of age or older who lack Grade XIII or its equivalent special consideration may be given.

COURSES

There shall be two courses of study in U.C.T.S. each two years in length, and leading to a Diploma of the School.

(a) Courses for university graduates, which shall include such regular classes given at Emmanuel College as are agreed upon as being acceptable for the Diploma.

(b) Courses for students who are not university graduates.

STAFF In making appointments of staff whose teaching might receive recognition from Emmanuel College, the U.C.T.S. shall act in consultation with the Principal of Emmanuel College and on the confirmation of the Executive of the Emmanuel College Council.

The President moved, seconded by Principal Cousland, approval of this amended agreement. The President quoted the following from letter dated May 31st, 1960 from Principal Cousland:

"The original terms were agreed to in 1930 and in many instances do not apply to the situation as it exists today. They were examined by the Joint Committee of the Board of Management of the United Church Training School and the Council of Emmanuel College which drew up a suggested revision. This was reviewed by both bodies and accepted in the form in which it is now presented and a copy of which is attached. The Senate of Victoria University has also given its approval."

Carried unanimously after brief discussion.

LIBRARY FEE FOR DIVINITY STUDENTS

The President moved, seconded by Principal Cousland that all students in Emmanuel College be charged a Library Fee of \$10.00 for those in the Graduate Department and \$5.00 for all others and that these fees be used exclusively for purchase of books for Emmanuel College Library. The primary purpose is to increase the amount available for purchase of books in order that Emmanuel maintain her position without qualification among the accredited Colleges of the A.A.T.S.

It was anticipated that \$1200 might be received from these fees. Mr. Bryden was critical of this recommendation and believed it should have been recommended to Finance Committee and if approved included in Budget. Victoria is in the position wherein this course could have been adopted. On President stating that they were anxious to try this for a year, the motion was carried with Mr. Bryden voting against the recommendation.

INCREASE IN FEES

GRADUATE STUDENTS IN EMMAUEL COLLEGE

The President moved, seconded by Principal Cousland, that on the recommendation of the Executive of the Emmanuel College Council, the fees for graduate students be increased as follows:

"The Executive of the Emmanuel College Council recommends that the fees for graduate students be increased as follows:

Th.M.	raised from \$75 to \$150, comprising enrolment \$10, Library fee, \$10, tuition \$105, degree fee, \$25.
Th.D.	raised from \$125 to \$200, comprising enrolment \$25, Library fee, \$10, tuition \$115, degree fee \$50.

This recommendation has also been approved by Victoria University Senate.

The above recommendation was approved without discussion.

REPORTS

LIBRARY BUILDING COMMITTEE

Mr. Clare F. Wood, Chairman, presented and read the following report:

June 23, 1960.

BRAC

The Contractor took over the site early in May after all College excavations had ended. The site was cleared, trees protected and levels confirmed. The shovel arrived during the third week in May and excavating began on Tuesday, May 24th.

Fortunately no springs of water seepage were encountered and excavating was completed in ten working days. Footings are now nearly completed and work is proceeding on schedule.

All concerned are very happy over the manner in which the contract is being handled.

Respectfully submitted this 23rd day of June, 1960.

Chairman

Appreciation of the Board was extended to Mr. Wood and his committee.

RESIDENCES AND SERVICES COMMITTEE

Mr. D. W. McGibbon, Chairman, presented and read following Report, which being seconded by Mrs. J. S. Bennett, was unanimously approved and all recommendations adopted:

Your Committee held a very lengthy meeting on Thursday, June 16th and begs to report as follows:

- (a) We have selected 104 Charles Street West as being the most suitable house for accommodation of domestic staff who formerly lived at 151 Blount Street West. We are requesting the Finance and Property Committee to provide for the cost of certain improvements and decorating in the University budget.
- (b) As it was impossible to provide adequate accommodation for the two divisions we are making a monthly allowance to each, of \$110, to pay the rent of two bachelor apartments at 14 Prince Arthur Avenue.
- (c) We are recommending that the Common Rooms of Regston, Nelles and Caven Houses be enlarged by incorporating the double bedroom adjoining these Common Rooms as part of the new Common Room. We are planning to completely refurnish these three Common Rooms as well as the two small Common Rooms in Bowles House and Gandler House.
- (d) We are recommending that the bedrooms in the five lower Houses be completely refurnished with the exception of beds and mattresses. The total cost of refurnishing these bedrooms is estimated at \$82,000, and is being referred to the Finance and Property Committee for their consideration.
- (e) The contract for painting the corridors and stairs in the four north Houses of the Men's Residence has been awarded at a price substantially lower than my original estimate and this work is now being proceeded with.

We recommend with the concurrence of the President that the following be appointed as Dons in the Men's Residence for the academic year 1960-61:

June 23, 1960.

For reappointment -- J. A. Casacallen (English)
W. J. Morris (Anthropology)
C. E. Rathé (French)
D. S. Rickard (Law)
P. H. Watson (History)

New appointments -- E. T. Barker, M.A. (Post Grad. Medicine)
W. J. Laurence (Medicine)

As of this date we are anticipating a small deficit of \$283, in the operations of the Women's Residences for the year ending June 30th, 1960. This deficit arose after making \$7,000, provision for renovations and after paying \$10,000, interest to our endowment fund.

At this date it is indicated that we shall have a deficit of \$7,460, in the operation of Weylwood Students' Union. Our budget for this year had forecast a deficit of \$2,150. The Students' Union has operated at a deficit each year and we are now recommending that the Men's fee for the Students' Union be increased from \$5.00 to \$7.00 per annum and that the Women's fee be decreased from \$10.00 to \$9.50. This change in fees would enable us to present a balanced budget for 1960-61.

The budget for the current year for Burwash Hall and Men's Residence forecast a deficit of \$12,050. It now appears that the deficit for the current year will amount to approximately \$18,780. This deficit results largely from the employment of additional staff which resulted in heavier expenditures for salaries and wages. Maintenance and repairs amounted to nearly \$4,000, more than had been forecast in the budget for the year. It should be noted however that included in the budget has been an amount of \$8,000, for depreciation of furniture and equipment. At the last meeting of the Board I indicated that an increase in fees for the Men's Residence would probably be necessary and your committee now recommends that the Men's fee for single rooms be increased from \$575, to \$620, and that the fee for double rooms be increased from \$550, to \$600. It is also recommended that all residence fees shall be payable in future in two instalments.

Respectfully submitted this 23rd day of June, 1960.

D. W. McGibbon,
Chairman

THE LIVING ENDOWMENT

Mr. John S. Deacon, Chairman of the Graduates Committee, reported encouraging progress since the appeal had been mailed late in May and that in this month to date \$3,350 had been received and among the contributors were 18 who had contributed for the first time.

ARCHIVES COMMITTEE

The President reported that the Archives Committee had met on April 21st and that he had had a meeting with Dr. Dickinson and our Archivist, Dr. Reynolds, on May 16th and that all were agreeable to moving the Archives to our building at 6 St. Thomas St.; that a Report had been received on April 29th from Mr. C. D. Carruthers regarding the structural capacity of the building - this Report was secured by our Superintendent of Buildings and Grounds on instruction from the Rector, and the following is the pertinent portion in respect to our problem:

"This building was constructed for use similar to a domestic

June 23, 1960

GRAPC

residence or office building with very limited load requirements. The bearing capacity of the floors is estimated at 30 lbs. per square foot. Mr. Carruthers stated that normal load capacity for a library floor is at least 100 lbs. per square foot with certain types of book shelves requiring 125 - 150 lbs. per square foot. The joists in this building are only wood, 2" x 8" x 4" resting on a centre bearing wall. Mr. Carruthers stated that the load capacity of this building, while likely conforming with the bylaws existing at the time of its construction would not meet the present building requirements imposed today. If books were stored in this building only the area adjacent to the north and south walls would be strong enough to support their weight. The balance of the floor area would have to be used for tables and chairs. Mr. Carruthers also stated that the floor to floor height of the first floor was 8'6" and the floor to roof height of the second floor 10'."

On May 9th, Mr. Carruthers reported in some detail as to actual structural changes which would have to be made.

On May 10th, the Bursar reported to the President and Chairman of the Board that the cost of the structural changes would amount to between \$3,500 and \$4,000.

After brief discussion and with reference to the many improvements being carried out this summer and that the space now used by Archives could not be adapted for other purposes before the 1961-62 term, it was unanimously agreed that we await a convenient time during the academic year 1960-61 for making the actual move (the required structural and other changes being completed in the meantime).

FINANCE AND PROPERTY COMMITTEE

Mr. J. T. Bryden, Vice-Chairman, presented and read the following Report:

"Your Committee met on Monday, June 20th, 1960 and begs to report:

- (a) The Report of our ad hoc committee on landscaping was received and we recommend sloping ground areas be utilized so far as may be possible around and along the north wall of the Library and that only such retaining walls be constructed as may be deemed absolutely essential for the adequate maintenance of the library.
- (b) That the iron fence along the south boundary of the area in front of Main Building be removed.
- (c) That this Committee be empowered to further study the question of roadway in front of Main Building maintaining access by motor car to our Main Entrance and to take such action this summer as may be deemed advisable. That parking be prohibited on any new roadway in front of Main Building except in case of visitors.
- (d) Authorized the purchase of 600 shares of Bank of Nova Scotia through exercise of our Rights and payment of \$25,200.

Respectfully submitted this 23rd day of June, 1960.

Vice-Chairman."

June 23, 1960.

Mr. Bryden moved, seconded by Mr. Wood, adoption of Report - approved without discussion.

BUDGET

Mr. Bryden, Vice-Chairman, Finance and Property Committee, presented the Budget for 1960-61, which is attached as amended as Schedule to these minutes.

Mr. Bryden first referred to the anticipated results from the current year and to the increase in income resulting from higher enrollment than had been expected, and that we were able to appropriate \$55,000 to Plant Funds in addition to original appropriation of \$70,000 for renovation of buildings and equipment and the indication at this date of a surplus of about \$900.

For 1960-61, based on an anticipated enrolment of 1600, we would receive tuition fees of about \$300,000. These fees are calculated on the fees charged in 1959-60 - final decision as regards any increase in fees for 1960-61 had not yet been reached by the University of Toronto.

Renovation of buildings and renewal of equipment should not be so heavy in 1960-61 and an amount of \$50,000 was included for these purposes in place of \$70,000 last year; \$25,000 is suggested as appropriation to Plant Funds and, resulting from our lease of Floor St. property, \$120,000 will be allocated to Reserve for Replacement of Buildings and Expansion. Increases in salaries for all members of Administrative and Academic staff, as recommended by the President, are provided for in the Budget as are also the salaries and wages recommended by the Superintendent of Buildings and Grounds and approved by the President for Plant Maintenance Department.

Copies of the Budget presently in hands of all members should be amended by including \$1,700 as revenue anticipated from new Library fee in Emmanuel College and a corresponding \$1,700 in expenditures for purchase of books for Emmanuel Library.

Other items were mentioned and a few questions answered, whereupon Mr. Bryden moved, seconded by Mr. Wood, that the Budget as amended, including the two salary and wage lists included therein, be approved and further that, if the University of Toronto increase academic fees for 1960-61, Victoria College adopt the same scale of fees for the coming academic year - carried unanimously.

There being no further business, the meeting closed at 5:30 p.m.

Confirmed...
CHAIRMAN.

VICTORIA UNIVERSITY

280 B.

SALARIES, RETIRING ALLOWANCES AND PENSIONS, JULY 1, 1960 TO JUNE 30, 1961

ADMINISTRATIVE STAFF

Hoare, A. E. B.	\$ 18,000
James, W. C.	13,000
Dinnerey, K. M.	11,200
Stokes, F. C.	10,000

VICTORIA COLLEGE STAFF

Frye, R. E.	16,000
Burrows, J. A.	13,350
Irvine, J. A.	13,350
Trathway, W. B.	12,900
Nackless, E.	12,800
Wood, J. S.	12,800
Arnold, R. E.	12,800
Coburn, Miss E.	8,800
Hare, F. A.	12,300
Nelson, D. O.	12,300
Jehlin, R. J.	12,300
Macpherson, Miss Jessie	12,000
Riese, Miss Laure	12,000
Cook, Miss A. L.	9,800
Macburn, M.	9,800
Lachura, C. C.	9,300
Jenking, Miss R. I.	9,300
Keyes, G. L.	9,300
Grant, J. E.	9,300
Field, G. W.	9,300
Macpherson, John	9,300
Hess, A. C. N.	9,300
de Montmellin, D. P.	9,000
Hoeniger, F. D.	7,800
Sparshott, F. E.	7,600
James, R. W.	7,600
Nelson, J. M.	7,400
Knight, D. J.	7,400
Boyle, G. A.	7,400
Kee, E. O.	7,300
Raths, C. E.	7,300
Suitenbulis, P.	7,200
McCready, W. T.	7,000
Neiland, J. D.	5,800
Macpherson, Miss Jay	5,800

EMANUEL COLLEGE STAFF

Cusland, E. H.	13,500
Dubbin, E.	12,300
Kelly, W. M.	12,300
Fennell, W. O.	12,300
Guthrie, J. E.	12,300
Blackman, E. C.	12,000
McMillen, G. A.	11,300
Jay, C. D.	9,800
Bayce, G. W.	7,700
Reynolds, A. G. (Archivist)	2,000

SECRETARIAL STAFF

Blivett, Miss C. M.	4,450
File, Miss F. O.	4,450
Trott, Miss B. C.	4,200
Ross, Miss J. E.	3,850
Westlake, Miss E.	3,800
Rasbark, Mrs. E.	3,750
Raigh, Mrs. E.	3,700
Calhoun, Miss N. L.	3,550
Willmet, Miss M. J.	3,550
Brimman, Mrs. B. W. H.	3,450
Harrison, Miss M. E.	3,450
Stetschart, Mrs. G.	3,200
Rath, Mrs. N.	3,200

Secretarial Staff (continued)

Herd, Miss J.	\$ 1,400
Thomas, Mrs. M.A.	1,120
Replacement	3,580
Misc.	3,000
Asst.	3,000

VICTORIA COLLEGE SESSIONAL APPOINTMENTS

Bennett, H.	6,000
Berman, Miss L.	4,900
Evans, J. A. S. (Visiting Professor)	7,500
Farquharson, R. H.	6,500
Jacquinot, Miss G.M.	1,300
Robertson, H. G.	6,000
Sarrailh, Miss H.	1,300
Staples, W. E.	6,000
Wilder, Miss A.	3,300
Fellows in English	6,000
" " French	2,000
" " German	1,000
" (Special)	13,000
Language Lab. Ass't.	2,800
Near Eastern Studies	6,000

EMANUEL COLLEGE SESSIONAL APPOINTMENTS

Graduate Assistantships	3,000
Fellows, etc.	500

RETIRING ALLOWANCES

Bain, Miss E.	540
Bennett, H.	705
Berringer, Miss M.	420
Elliot, Miss J.	480
Falconbridge, Miss D.	720
Fearson, J.	540
Francey, Mrs. W.	360
Harvie, Miss E. A.	420
Jones, Mrs. E.	540
Lawson, J. S.	853
Line, J.	1,474.96
Lowe, Miss M.	540
Lyon, J.	1,000
Mitchell, Miss J.	420
Paul, Mrs. L. H.	360
Scott, C. B.	420
Shaw, Mrs. M.	400
Snedden, E. W.	1,020
Staples, W.	975
Taylor, J.	1,160
Waite, V.	1,100
Whitbread, F. H.	900

NOTE

Retiring allowance to Helen Guthrie starts December, 1960.

PENSIONS

Anger, Mrs. L. F.	1,055.34
de Roussant, Mrs. V.	1,341.54
Davidson, Mrs. E.	1,400
de Witt, Mrs. K.I.	1,400
Dow, J.	2,400
Edgar, Mrs. F.	643.95
Gandier, Mrs. A.	1,197.09
Johnston, A. J.	2,042.78
Lane, W. B.	2,400
Longford, F. W.	2,400

Pensions (continued)

Lassore, Mrs. H.	650.72
Little, Mrs. W. J.	1,065.12
Matheson, A. D.	1,800
Michael, Mrs. H.	1,400
Pratt, E. J.	2,400
Robertson, H. G.	2,400
Robins, Mrs. J. D.	1,143.33
Sissons, C. B.	2,400

LIBRARY

Lay, Miss M. V.	7,600
Canon, Miss V.R.	3,000
Honey, Miss E.	5,000
Smith, Mrs. E. M.	4,700
Sudmalis, Mrs. A.	4,400
Kair, Miss F. J.	4,100
Glaves, Miss E.	3,300
Fisher, Mrs. D.	3,300
Reid, Miss M. E.	3,300
Bashan, Mrs. E.	2,800
Williams, Miss M.	1,575
Reynolds, Dr. A. G. (Archives)	2,125
Coles, Mrs. Tecla (starts September)	2,100
Temporary	

BUILDINGS AND GROUNDS

Apon, D. C.	4,800
Brown, J. J.	2,940
Brown, M.	1,820
Borg, L.	2,800
Chisholm, G.	5,000
Ewood, J.	3,200
Fleming, R. F.	3,200
Herbert, E.	3,400
Herbert, Mrs. U.	2,500
Lewden, G. W.	2,800
Macintosh, W.	4,850
Fascoe, A.	4,000
Fearson, A.	4,400
Shrastins, Mrs. M.	2,100
Smith, Mrs. F.	1,300
Todd, Mrs. M.	1,660
Walker, D.	3,200
Misc.	3,000
New staff re New Library	3,000

Approved *A. B. B. Moran*
President

SCHEDULE A

VICTORIA UNIVERSITY

ESTIMATED OPERATING INCOME, EXPENDITURES AND APPROPRIATIONS

1960-61

ESTIMATED INCOME

Statement 1

	BUDGET 1959-60	ACTUAL 1959-60 (est. 2 mos.)	BUDGET ESTIMATES 1960-61
STUDENT ACADEMIC FEES	<u>1252,200</u>		
Total tuition fees chargeable to students (est. enrolment 1600)	448,000	477,700	500,000
Less tuition fees allowed to scholarship winners	- 16,800	- 15,431	- 16,800
Tuition fees, net in cash	<u>431,200</u>	<u>462,269</u>	<u>483,200</u>
GIFTS & GRANTS FOR GEN. OPER. PURPOSES (unrestricted)			
Living Endowment - total contributions	10,000	9,350	10,000
Less contributed for specific purposes	- 2,000	- 2,000	- 2,000
Board of Colleges & Secondary Schools	35,800	35,800	37,300
Other	2,100	3,965	1,800
	<u>45,900</u>	<u>47,115</u>	<u>47,100</u>
GIFTS & GRANTS FOR SPEC. OPER. PURPOSES (restricted)			
Old St. Andrew's Chair in Public Worship	12,000	12,000	12,300
Lillian Massey Treble Estate Fund for training young men for the Christian Ministry	1,950	2,450	2,450
Other	600	1,200	1,200
	<u>14,550</u>	<u>15,650</u>	<u>15,950</u>
RECEIPTS FROM SERVICES TO OUTSIDE ORGANIZATIONS			
The United Church Training School	6,000	6,000	6,000
U University of Toronto School of Grad. Studies	19,200	19,200	19,200
	<u>25,200</u>	<u>25,200</u>	<u>25,200</u>
MISCELLANEOUS			
Parking Lot	2,000	2,280	2,000
Other Miscellaneous Income		8	
	<u>2,000</u>	<u>2,288</u>	<u>2,000</u>
ENDOWMENT INCOME			
Income from bonds and stocks	217,000	229,464	224,000
Income from outside trusts	10,000	15,300	15,000
Mortgage interest	600	310	300
Bank interest & interest on deposit receipts, etc.	500	4,200	1,000
Income from property investments	5,000	8,250	5,000
Income from loan to plant funds	5,000	10,000	5,000
	<u>238,100</u>	<u>267,724</u>	<u>250,300</u>
Less income transferred to special funds			
Prize, scholarship & bursary funds and other special trust funds	35,000	37,000	39,000
	<u>203,100</u>	<u>230,724</u>	<u>211,300</u>
FEDERAL GOVERNMENT GRANT FOR GENERAL OPERATING			
Portion retained by Victoria University	226,000	237,075	240,676
LEASE OF BLOOR STREET PROPERTY			
Rental			150,000
TOTAL INCOME	<u>957,950</u>	<u>1,020,321</u>	<u>1,175,426</u>

VICTORIA UNIVERSITY

ESTIMATED OPERATING INCOME, EXPENDITURES AND APPROPRIATIONS

1960-61

ESTIMATED EXPENDITURES AND APPROPRIATIONS

Statement 2

	BUDGET 1959-60	ACTUAL 1959-60 (est. 2 mos.)	BUDGET ESTIMATES 1960-61
ACADEMIC			
Victoria College salaries	356,900	357,900	404,750
Emmanuel College salaries	107,375	107,375	110,200
Staff leave and travel fund approp.	5,000	5,000	5,000
General expense (statement 3)	7,500	8,585	9,400
Libraries, annual appropriation	55,400	55,400	62,854
Libraries' transfer of interest on Sir Joseph Flavell's Estate Bequest		560	700
Libraries, transfer of interest on other library endowments	340	340	340
	<u>533,075</u>	<u>535,160</u>	<u>595,444</u>
ADMINISTRATION			
Salaries	111,800	110,220	123,280
Bank charges and exchange	500	350	400
National Trust Co. Ltd. - for services	3,100	3,050	3,050
Sundry grants	500	200	500
General expense (statement 3)	25,700	28,440	28,500
	<u>141,600</u>	<u>142,260</u>	<u>155,530</u>
PLANT MAINTENANCE			
Operating expense (statement 4)	107,260	109,320	119,420
MISCELLANEOUS			
General			
Legal expense	500	-	500
Auditors' fees	1,500	1,500	1,500
Group insurance, retiring allowances and provision for pension funds (statement 5)	81,150	73,933	80,022
Prizes, scholarships & bursaries approp.	5,000	5,000	5,000
	<u>88,150</u>	<u>80,433</u>	<u>87,022</u>
EXTRAORDINARY OPER. EXPENSE & APPROPRIATIONS			
Appropriation for renovation of buildings and renewal of equipment	70,000	70,000	50,000
Appropriation to landscaping (preparation and planting etc. for Marg. Addison Hall)	25,000	25,536	25,000
Appropriation to Plant Funds		55,000	25,000
Other special appropriations	1,400	1,484	1,400
	<u>96,400</u>	<u>152,020</u>	<u>101,400</u>
LEASE OF BLOOR STREET PROPERTY			
Commission to leasing agents (1/3)			25,000
Surveying and legal expenses			5,000
Transfer to Reserve for Replacement of Buildings and Expansion			120,000
			<u>150,000</u>
TOTAL EXPENDITURES AND APPROPRIATIONS	966,485	1,019,399	1,181,916
EXCESS OF REVENUE OVER EXPENDITURES & APPROPRIATIONS FOR THE YEAR:			
Victoria University (excluding auxiliary enterprises)	- 8,535	+ 922	- 6,490
	<u>559,450</u>	<u>1,020,321</u>	<u>1,115,936</u>

VICTORIA UNIVERSITY
ESTIMATED OPERATING INCOME, EXPENDITURES AND APPROPRIATIONS
1960-61

	GENERAL EXPENSE		Statement 3
	BUDGET 1959-60	ACTUAL 1959-60 (est. 2 mos.)	BUDGET ESTIMATES 1960-61
ACADEMIC			
Travelling	1,200	1,200	1,500
Moving etc. re new staff		780	1,000
Expenses of Principals' offices	650	650	900
Convocation and Graduation Expenses	1,000	800	1,000
Calendar and Bulletin Expense	2,600	2,600	2,600
Language Laboratory	1,200	1,200	1,200
Miscellaneous	850	1,355	1,400
	<u>7,500</u>	<u>8,485</u>	<u>9,600</u>
ADMINISTRATION			
Advertising	2,700	2,725	2,800
Stationery and office expense	6,000	8,720	7,500
Postage	2,400	1,610	2,000
Travelling	1,000	925	1,000
Expenses of President's office	1,400	1,400	1,600
Functions	4,000	6,500	6,000
Public relations - "Victoria Reports"	5,500	4,460	5,000
Insurance - Liability etc.	1,400	1,300	1,400
Graduate Records and Alumni Expense	500	100	200
Miscellaneous	800	700	800
	<u>27,700</u>	<u>28,440</u>	<u>28,300</u>

	PLANT MAINTENANCE		Statement 4
	BUDGET 1959-60	ACTUAL 1959-60 (est. 2 mos.)	BUDGET ESTIMATES 1960-61
Wages	53,260	53,300	61,920
Maintenance, repairs and renewals	15,000	15,000	15,000
Supplies	2,600	2,160	2,500
Furniture, furnishings & equipment	4,500	2,750	3,500
Insurance - property	5,000	5,000	6,000
Light and heat	17,000	17,000	17,000
Water	900	970	1,000
Grounds expense	4,000	4,950	4,000
Athletic facilities		2,700	3,000
Telephone	5,000	5,490	5,500
	<u>107,260</u>	<u>109,320</u>	<u>119,420</u>

	GROUP INSURANCE, RETIRING ALLOWANCES AND PROVISION FOR PENSION FUNDS		Statement 5
	BUDGET 1959-60	ACTUAL 1959-60 (est. 2 mos.)	BUDGET ESTIMATES 1960-61
Group Insurance	1,200	1,132	1,200
Payments re staff contrib. pension plans	41,100	40,015	45,000
Retiring allowances	20,550	14,560	16,000
Provision for Superannuation and Widows' Pension Fund	<u>18,300</u>	<u>18,226</u>	<u>17,822</u>
	<u>81,150</u>	<u>73,933</u>	<u>80,022</u>

A regular meeting of the Board of Regents was held in Alumni Hall at 4 p.m., on Thursday, October 20th, 1960.

PRESENT

Mr. H. K. Langford, Chairman; Mr. J. B. Allen, The Very Rev. Dr. J. H. Arrup, Mr. A. C. Ashforth, Rev. G. E. Ashton, Dr. G. W. Birch, Mr. J. T. Bryden, The Honourable F. M. Cass, Mr. E. F. Chisholm, Dr. E. H. Couland, Dr. E. CRAIG, Dr. Jean F. Davey, Mr. J. S. Deacon, Mr. G. W. Edmonds, Dr. T. T. Falchney, Mr. G. A. Fallis, Mr. F. F. Fidler, Mrs. D. W. Haag, The Honourable L. Macaulay, Mr. R. S. Mills, Dr. V. T. Mooney, Dr. A. B. B. Moore, Mr. D. W. McGibbon, Mrs. Burns Flewce, Mr. G. H. Sheppard, Mr. W. L. Wheeler, Mrs. J. R. M. Wilson.

PRAYER

Meeting opened with prayer by the Very Rev. Dr. Jesse Arrup.

CONSTITUTION OF BOARD

The Chairman announced that General Council had approved the nominations suggested by this Board at its meeting held on April 21st, 1960, and that the following are therefore the representatives of General Council:

The Very Rev. J. H. Arrup, B.A., D.D.
 Rev. C. E. J. Cragg, M.A., B.D., D.D.
 Rev. C. A. Lawson, B.A., B.D., D.D.
 Rev. V. T. Mooney, B.A., D.D.
 The Very Rev. G. C. Pidgeon, M.A., D.D., LL.D.
 Rev. H. W. Vaughan, M.A., B.D., Th.D., D.D.
 J. B. Allen, Q.C., B.A.
 J. D. Arrup, Q.C., B.A.
 A. C. Ashforth, Esq.
 E. W. Bickle, Esq.
 The Honourable F. M. Cass, Q.C., M.A.
 E. F. Chisholm, O.B.E., B.Com.
 J. S. Deacon, B.A.
 L. N. Earl, D.Sc., B.A.
 Mrs. D. W. Haag, B.A.
 H. K. Langford, Q.C., B.A.
 Mrs. C. F. McEachren, O.B.E.
 The Honourable L. Macaulay, Q.C., B.A., LL.B.
 R. S. Mills, Q.C., B.A.
 The Honourable L. B. Pearson, O.B.E., M.A., LL.D., D.C.L.
 G. H. Sheppard, Esq.
 C. F. Wood, Esq.

WELCOME TO NEW MEMBERS

The Chairman then welcomed the new members and asked them to rise and be identified - Mr. A. C. Ashforth, Hon. Fred V. Cass, Mrs. D. W. Haag, Mr. G. H. Sheppard. The Chairman stated that Mr. John D. Arrup was unable to be present as he was presiding at a meeting of the Legal Education Committee of the Law Society.

CO-OPTED MEMBERS

The Chairman stated that this meeting is empowered to appoint four co-opted members, whereupon it was moved and seconded and unanimously approved that Messrs. J. T. Bryden, H. J. Blesson and W. L. Wheeler be co-opted. (This leaves one vacancy still to be filled.)

The Chairman declared the Board now legally constituted and called for the minutes of the last meeting.

October 20, 1960.

BRACO

MINUTES

The Minutes of the meeting of June 23rd, a summary of which had been sent to all members, were approved on the motion of Mr. J. B. Allen.

COMMUNICATIONS - the Secretary reported:

- (a) Regrets from Mrs. J. S. Bennett, Mrs. Clara F. McEachern, Principal Frye (in New York); Mr. E. M. Eickie (at Board of Governors); Mr. John D. Arupp, and the Chancellor at their inability to be present.
- (b) Letter of appreciation and thanks from Mr. John Langford on behalf of Miss Henwood's family.
- (c) Margaret E. Henwood Estate - Miss Henwood died in June, 1956 and by her will bequeathed \$5,000., payable after the death of her sister Alice, and one-half of the residue. In August of this year we received the \$5,000. bequest, and, a few days ago, \$6,000. on account of residue, and Guaranteed Investment Certificates of Chartered Trust Company and Canada Permanent Trust Company of par value of \$24,000.
- (d) Miss Alice F. Henwood died on July 16th, 1960 and by her will bequeathed \$5,000. to Victoria College and one-half of the residue. Payment of the \$5,000. was received this week.
- (e) Mrs. Thain W. MacDowell, the widow of Lt.-Col. Thain W. MacDowell, V.C., D.S.O., had called recently at his office and left with him case containing all the medals of her late husband including the Victoria Cross and Distinguished Service Order. (The case was on the Board table for viewing by all members.) The Secretary was instructed to write and express the official thanks of the Board.

PRESIDENT'S ITEMS

- Toronto University Affiliation Agreement
- (a) Outlined the terms of the proposed agreement between the University of Toronto and York University and moved approval, seconded by Mr. J. T. Bryden, with the stipulation added that academic fees of York University be not less than those at University of Toronto - approved. Copy of agreement attached as schedule to these minutes.
- (b) Reported the following gifts received since the last meeting of the Board:
- | | | |
|--------------------------|---------|--|
| Bloor St. United Church | \$250. | Sustaining Fund |
| Royal Canadian Air Force | \$2500. | E.C.A.F. Protestant Chapel Bursary Fund for Theological Students |
| W. G. Noble | \$200. | W. G. Noble Scholarship |

October 20, 1960.

Condulor Canada Ltd.	\$182.	For Campus Model (C. F. Wood)
Henry E. Doherty Educational Foundation	\$386.	Scholarship grant
R. R. Fleming	\$200.	R. Russell Fleming Scholarship
Mrs. Clara F. McEachern	\$300.	Flavelle Memorial Scholarship
Thorne, Mulholland, Howson & McPherson	\$100.	Alfred Byron Shepard Scholarship
Bank of Montreal	\$750.	Scholarship grant
Miss D. Margaret White	\$100.	White Memorial Scholarship
Women's Association - Kingsway Lambton United Church	\$200.	Kingsway Lambton United Church Award
William F. Thomas Trust	\$4000.	Bursaries
Hamilton Presbytery Women's Association	\$100.	Emmanuel College Bursary
Mrs. R. Davidson	\$3.	Principal Richard Davidson Memorial Prize.

- (c) Reported that a group of friends and former students of Miss L. Ethel Wallace, who until her recent retirement was Principal of a women's college in China, were proposing making a gift of \$500. to be donated as a Prize to a woman student who will be graduated next spring - accepted and referred to Senate to fix terms of award.
- (d) Recommended that Professor Grant Robertson and Professor E. W. Staples each now be declared a Professor Emeritus on retirement from full-time duty - approved.
- (e) Recommended that Professor D. O. Robson be named Chairman of Department of Classics and Professor John Macpherson Chairman of Department of Near Eastern Studies - approved.
- (f) Indicated extra appropriation would be required for the current year, resulting from additional academic appointments which had been necessary - would submit details to Finance Committee.
- (g) Reported enrolment in Victoria College of 1,650 as of today, and 108 in Emmanuel College.
- (h) Recommended that the teaching of languages in the Department of Modern Near Eastern Studies be left the sole responsibility of the Faculty of Arts of the University.

OFFICE OF CHANCELLOR

The President stated that the term of the present Chancellor would expire in about a year and a half and that he considered it very worth while to have a special committee appointed to study and examine the office of Chancellor, together with the duties and responsibilities which attach thereto, whereupon the President moved, seconded by Mr. E. S. Mills, that the following committee be appointed for this purpose:

October 20, 1960.

GRAFC

Rev. Dr. V. T. Mooney - Chairman
 Mrs. J. E. M. Wilson
 Mr. R. S. Mills
 Mr. L. Macaulay
 Rev. Dr. F. F. Fidler

- approved.

REPORTSLIBRARY BUILDING COMMITTEE

In the absence of the Chairman, Mr. Clare F. Wood, the Secretary presented and read the following report:

* The new library building is progressing substantially on schedule. The balance of the steel was erected this week. Our one disappointment is that, on account of a strike at the stone quarries in Indiana, we have not yet received delivery of the stone for the building. Plans that had been tentatively made for laying of the corner stone in early November have had to be cancelled. The strike was settled recently and we expect delivery of stone to begin in a few weeks. Delayed delivery of the stone should not materially affect date of completion. Concrete floors are presently being poured and it is expected that the building will be entirely closed in by the end of November, when the brick back-up will be completed.

Extra special precautions continue to be taken to save every possible tree, and since construction began in May, only one large tree, too close to the southwest corner, has had to be taken down.

Since the middle of summer, we have had a sub committee working on details of furnishing and equipping the building, and expect to have their reports by the middle of November.

I am very happy over the manner in which the work is being proceeded with and with progress to date.

Respectfully submitted this 20th day of October, 1960.

Clare F. Wood

Chairman

Agreed report be received.

RESIDENCES AND SERVICES COMMITTEE

Mr. D. W. McGibbon, Chairman, presented and read the following Report:

* Your Committee met on October 17th, 1960, and I am very glad to report:

- (a) Work of enlarging the Common Rooms in Eyrson, Helles, and Caven Houses was completed early in the summer and we are very happy over the result.
- (b) The three enlarged Common Rooms and the two Common Rooms in Howles and Gandier Houses have been completely refurnished with the exception of beds and mattresses. The result is most satisfactory, both from the point of view of the members of your Committee and also from the reports and reactions we have received from the students.

October 20, 1960.

- (c) The corridors and staircases in North, Middle, Gate and South Houses were painted during the summer and this has resulted in brightening up the Houses and has also met with full approval.
- (d) The Coffee Shop has been refurnished with new tables and chairs. Cash receipts from the Coffee Shop for the twenty days ending October 15th amounted to \$3101.37, which compares with \$2260.20 for the similar period a year ago.
- (e) The cash deposit of \$10.00, which has heretofore been required with all applications for residence, was discontinued for 1960-61. Your Committee recommends that those presently in residence who have paid the deposit fee during the last three years should have their deposits refunded.

The following have been appointed Dons for the Women's Residences for 1960-61, on the recommendation of the Dean of Women and approved by the President:

Miss Jay Macpherson, Department of English,
Senior Don.

Miss Alice Widner, Department of French.

Miss Ruth Hicks, Graduate English.

Miss Margaret Veen, Graduate Household Economics.

Miss Soraya Erian, Graduate English.

Miss Molly Hewitt, Graduate English.

Miss Nora Wilson, Graduate Social Work.

All in Margaret Addison Hall except Miss Widner, who is in Annesley Hall.

At the last meeting of the Board, it was reported that Mrs. Thain W. MacDowell had presented to Victoria University one of the two machine guns captured by her late husband, Lt.-Col. Thain W. MacDowell, V.C., D.S.O., at Vimy Ridge on April 9, 1917. This was referred to our Committee for further action. It is our recommendation that this machine gun be mounted on the north wall of Burwash Hall in the area close to where the piano normally stands. It is our hope that we may arrange for an appropriate ceremony on Armistice Day.

Vacation fees during the past summer amounted to a total of \$46,104.42. It is interesting to note that Margaret Addison Hall revenue amounted to slightly over \$23,000., being just over one-half of total revenue received this past summer. Total summer revenue for 1959 was \$37,802.67. We are very gratified with this result, particularly in view of the extensive work that was carried out during the entire summer in connection with the Men's Residences.

All of which is respectfully submitted this 20th day of October, 1960.

D. W. McGibbon

Chairman

Mr. McGibbon moved, seconded by Mrs. J.R.M. Wilson, the adoption of the Report - carried.

October 20, 1960.

GRAPC

THE LIVING ENDOWMENT

Mr. John S. Deacon, Chairman of the Graduate Committee, reported briefly on the results to date this year and then referred to plans being made by the University of Toronto for an Annual Appeal to all graduates and that Victoria's participation would receive sympathetic consideration. No definite proposal has as yet been received.

FINANCE AND PROPERTY COMMITTEE

Mr. J. T. Bryden, Vice-Chairman, presented and read the following Report:

* Your Committee met on June 23rd, 1960, immediately following the last meeting of the Board of Regents, and authorized an expenditure up to \$10,000. for the removal of iron fence along our south boundary in front of the Main Building, and for the construction of a new roadway substantially in the form you see it today, together with the necessary stone curbing along the roadway and for closing the old driveway and widening the sidewalk approach to the Main Building. Also included was the new walk leading from the east entrance of the Main Building to the new library. The work is completed except for the area at the former gateway, which cannot be completed until the library construction is further advanced.

Early in the summer, Cedarvale Nurseries were employed to make a complete survey of all trees on our campus. Resulting from this survey, the poplars along our west boundary at rear of Household Science Building were removed, as all were badly diseased. All trees throughout our entire campus have been pruned.

I think I should probably advise that the Property Committee of The Bloor-Danforth-University subway, in connection with subway construction, are requesting a temporary easement for a period of four months from November, 1960, to February, 1961, over the northerly sixteen feet of our Bloor Street frontage for a distance of 85 feet measured easterly from the northwest corner of our property. While the formal application has been made to the representative of the Lessee, this Board should be aware of what is proposed.

At the beginning of last month, we received advice from The Canada Council that our application for an increased grant for our new library had been approved. Our original grant of \$375,000. was increased by \$66,879. and the new grant is, therefore, in an amount of \$441,879. Our first draw of 25%, due on completion of the foundations, has been received.

Since the last meeting of the Board, three more payments have been received from the National Fund Campaign of the University of Toronto. The total received to date now amounts to \$541,125.00.

There have been no sales of securities since the last meeting of the Board. One purchase covering 10,000 shares of Campbell Chibougannau Mines Ltd. was made in September, amounting to \$66,130.

Respectfully submitted this 20th day of October, 1960.

J. T. Bryden
Vice-Chairman

After giving answer to one or two questions Mr. Bryden moved, seconded by Mr. McIlbion, the adoption of the Report - carried.

October 20, 1960.

COMMITTEE TO NOMINATE OFFICERS AND PERSONNEL

The Chairman stated that the Annual Meeting of the Board would be held next month and suggested that a committee be appointed to nominate officers of the Board and suggest personnel of committees, whereupon Mr. George Fallis moved that such a committee be appointed consisting of:

Mr. L. Macaulay - Chairman
Mrs. Burns Flewes
Rev. Dr. G. W. Birch
Chairman of the Board
The President

and that it report to the Annual Meeting - agreed.

ANNUAL MEETING

The Chairman advised that according to our by-laws this meeting must fix the time and place of the Annual Meeting and suggested Wednesday, November 23rd as the date, and that the meeting convene in Alumni Hall at 4:00 p.m., adjourn for dinner in Burwash Hall and reconvene immediately afterwards to receive the President's Report - agreed.

There being no other business the meeting closed shortly after 5:00 p.m.

Confirmed.....
CHAIRMAN.

THIS AGREEMENT made in quadruplicate as of the 30th day of June, 1960:

B E T W E E N :

THE GOVERNORS OF THE UNIVERSITY OF TORONTO
hereinafter called "the Board"

OF THE FIRST PART

- and -

YORK UNIVERSITY

OF THE SECOND PART

WHEREAS by virtue of the provisions of The University of Toronto Act, 1947, being chapter 112 of the 1947 Statutes of Ontario, the Board is empowered to provide for the affiliation with the University of Toronto of any college established in Canada for the promotion of art or science, or for instruction in law, medicine, engineering, agriculture, or any other useful branch of learning, on such terms as to the Board may seem meet, and enter into any agreement which may be deemed necessary to effectuate such affiliation:

AND WHEREAS York University, was incorporated by The York University Act, 1959 being chapter 145 of the 1959 Statutes of Ontario and by virtue of the provisions of the said Act is empowered to affiliate with, or take into affiliation or federate with other universities, colleges and institutions of learning on such terms and for such period of time as the Board of Governors of York University may determine;

AND WHEREAS the Senate of York University has created and established a Faculty of Arts of the said University and has constituted the same under the name of "York College";

- 2 -

AND WHEREAS York University has requested the Board to provide for the affiliation of York College with the University of Toronto for a period of not less than four years and not more than eight years from the date hereof, which the Board has agreed to do upon and subject to the terms and conditions hereinafter set forth;

WITNESSETH that in consideration of the premises and the terms, covenants, conditions and agreements on the part of the parties hereto to be respectively fulfilled, performed and observed, the parties hereto covenant and agree with each other as follows:

1. York University will not during the currency of this agreement exercise its degree-conferring powers in any branch of learning.
2. York College shall be affiliated with the University of Toronto for a period of not less than four years and not more than eight years from the date hereof, provided that either party hereto may terminate this agreement on the day preceding the fourth, fifth, sixth or seventh anniversary date hereof, by giving notice in writing to the other party at least six months prior to the intended termination date.
3. Except as herein otherwise provided, this agreement of affiliation shall relate only to courses of study leading to a degree in the Faculty of Arts of the University of Toronto.
4. Subject to paragraphs 5 and 9 hereof being complied with and subject to subsection (1) of section 121 of The University of Toronto Act, 1947, but notwithstanding subsection (2) of the said section, students enrolled

in York College and who have received instruction therein will be admitted as candidates for examination for standing or a Degree in the General Course of Arts in the University of Toronto.

5. In order that students enrolled in York College may attain the necessary standing to meet the requirements prescribed by the Council of the Faculty of Arts and the Senate of the University of Toronto, York University will provide adequate teaching facilities and will confine its teaching and instruction of students proceeding to a degree to General Courses of the nature now or during the currency of this agreement established in the Faculty of Arts of the University of Toronto. Subject as aforesaid, the details of the said courses shall be settled between the representatives of York University and the Council of the Faculty of Arts of the University of Toronto and all of such courses and the subjects thereof and instruction and examinations therein shall comply with and conform to all standards, rules, regulations and requirements as may be prescribed by the appropriate bodies of the University of Toronto.

6. During the period of affiliation all appointments to the teaching staff of York University shall be made after consultation with and subject to the approval of the President of the University of Toronto.

7. Subject to the approval of the Council of the Faculty of Arts and the Senate of the University of Toronto, students enrolled in York College shall be permitted to attend lectures in Zoology and Slavic Studies at the University of Toronto, upon being registered therein, until such time as York University is in a position to provide adequate facilities for the instruction

of students of York College taking these subjects as part of their Arts courses.

8. Subject to the prior approval of the Council of the Faculty of Arts and the Senate of the University of Toronto, the Board will assist York University by lending the services of members of the teaching staff of the University of Toronto to York University to assist in the instruction of students of York College in subjects other than Zoology and Slavic Studies if in the absolute discretion of the Board this can be done without interfering with the instruction of students registered in Arts Courses in the University of Toronto and upon the further condition that York University will give to the Board at least six months' prior notice in writing of any instance in which York University wishes to obtain teaching assistance from the University of Toronto.

9. The entrance requirements for admission to York College of students proceeding to a degree will be at least equivalent to those prescribed by the Senate of the University of Toronto for admission to the Faculty of Arts in the University of Toronto and in the first year of the term of this agreement students will be admitted only to the first year of the courses of instruction of York College, after which students may be accepted in York College by transfer from other institutions if in the opinion of the Council of the Faculty of Arts and the Senate of the University of Toronto the standing of such students conforms to the requirements for entrance to the years of courses in the Faculty of Arts of the University of Toronto corresponding to those to which the students seek admission by transfer to York College.

10. Students enrolled in York College who are proceeding to a

degree must sit for the examinations prescribed and conducted by the University of Toronto.

11. York University will pay to the University of Toronto such fees as may be fixed by the Board for students of York College attending lectures in Zoology and Slavic Studies at the University of Toronto and subjects in which the services of members of the teaching staff of the University of Toronto are loaned to York University under the provisions of paragraph 8 of this agreement. York University will also pay to the University of Toronto the regular fees fixed by the Board for students registered in the Faculty of Arts of the University of Toronto for: Examinations, Degrees, Library, Health Service, Students' Administrative Council, Athletic Association and Hart House.

12. After the expiration of two years from the date hereof York University shall be at liberty to develop courses and other academic ventures which are not subject to this agreement of affiliation provided that none of the same shall result in the conferring of a degree, diploma or certificate during the currency hereof, and after the expiration of one year from the date hereof York shall be at liberty to develop courses and other academic ventures to be conducted as evening classes on a part-time basis, which are not subject to this agreement provided that none of the same shall result in the conferring of a degree, diploma or certificate during the currency hereof.

thereof from time to time and from year to year so as to serve adequately the progressive needs of the students of York College in subsequent years.

14. York University will establish and provide laboratory facilities

...

adequate to serve the needs of the students of York College who receive instruction at York University in science subjects.

15. In order to assist York University in obtaining buildings, accommodation, equipment and facilities to enable it to carry on its undertaking the Board may enter into such financial and other arrangements with York University as it deems advisable and in the interests of both the University of Toronto and York University.

16. The President of York University and such members of the teaching staff of York College as may be appointed by the Board shall be members of the Council of the Faculty of Arts of the University of Toronto.

17. Subject to the approval of the Senate of the University of Toronto, the President of York University and one member of the teaching staff of York College to be elected by and from the members of the teaching staff of York College shall be members of the Senate of the University of Toronto.

18. This agreement shall have no force or effect until it is approved by all the universities and colleges federated with the University of Toronto, and in the case of matters requiring the sanction and approval of the Council of the Faculty of Arts and/or the Senate of the University of Toronto until such sanction and approval has been given.

IN WITNESS WHEREOF the parties hereto have hereunto affixed their respective corporate seals attested by the signatures of their proper officers in that behalf.

THE GOVERNORS OF THE UNIVERSITY OF
TORONTO

YORK UNIVERSITY

Schedule C

VICTORIA UNIVERSITY Statement 1

ESTIMATED OPERATING INCOME, EXPENDITURE AND APPROPRIATIONS
1959-60

	ESTIMATED INCOME		
	BUDGET 1958-59	ACTUAL 1958-59 (est. 2 mos.)	BUDGET ESTIMATES 1959-60
STUDENT ACADEMIC FEES			
Total tuition fees chargeable to students (est. enrollment 1440)	385,600	390,900	448,000
Less tuition fees allowed to scholarship winners	<u>16,800</u>	<u>16,450</u>	<u>16,800</u>
Tuition fees, net in cash	<u>368,800</u>	<u>374,450</u>	<u>431,200</u>
GIFTS & GRANTS FOR GEN. OPER. PURPOSES (unrestricted)			
Living Endowment - total contributions	20,000	22,000	10,000
Less contributed for specific purposes	<u>1,900</u>	<u>1,950</u>	<u>2,000</u>
Board of Colleges & Secondary Schools	30,000	30,000	35,800
The Sustaining Fund (from churches)	600	850	600
Other	<u>1,500</u>	<u>2,800</u>	<u>1,500</u>
	<u>52,200</u>	<u>57,700</u>	<u>45,900</u>
GIFTS & GRANTS FOR SPEC. OPER. PURPOSES (restricted)			
Old St. Andrew's Ch'lr in Public Worship	11,200	11,200	12,000
Lillian Massey Treble Estate Fund for training young men for the Christian Ministry	1,950	2,200	1,950
Other	<u>600</u>	<u>600</u>	<u>600</u>
	<u>13,750</u>	<u>14,000</u>	<u>14,550</u>
RECEIPTS FROM SERVICES TO OUTSIDE ORGANIZATIONS			
The United Church Training School	6,000	6,000	6,000
Univ. of Toronto School of Grad. Studies	16,000	16,000	18,200
	<u>20,000</u>	<u>20,000</u>	<u>24,200</u>
MISCELLANEOUS			
Athletic facilities	200		
Parking lot	2,500	1,930	2,000
Other Miscellaneous Income			
	<u>2,700</u>	<u>1,930</u>	<u>2,000</u>
ENDOWMENT INCOME			
Income from bonds and stocks	220,000	224,000	217,000
Income from outside trusts	7,200	10,000	10,000
Mortgage interest	500	1,300	600
Bank interest	500	1,200	500
Income from property investments	8,000	5,500	5,000
Income from loan to plant funds		2,000	5,000
	<u>236,200</u>	<u>251,000</u>	<u>238,100</u>
Less Income transferred to special funds Prize, scholarship & bursary funds and other special trust funds	<u>39,000</u>	<u>33,000</u>	<u>35,000</u>
	<u>207,200</u>	<u>218,000</u>	<u>203,100</u>
FEDERAL GOVERNMENT GRANT FOR GENERAL OPERATING PURPOSES			
Portion retained by Victoria University	151,708	151,708	236,000
TOTAL INCOME	<u>811,758</u>	<u>812,188</u>	<u>857,950</u>

VICTORIA UNIVERSITY Statement 2

ESTIMATED OPERATING INCOME, EXPENDITURE AND APPROPRIATIONS
1959-60

	ESTIMATED EXPENDITURE AND APPROPRIATIONS		
	BUDGET 1958-59	ACTUAL 1958-59 (est. 2 mos.)	BUDGET ESTIMATES 1959-60
ACADEMIC			
Victoria College salaries	332,200	325,000	356,900
Banarsul College salaries	94,000	94,500	107,375
Staff leave and travel fund approp.	4,000	4,000	5,000
General expense (statement 3)	7,000	6,885	7,500
Libraries, annual appropriation	47,300	47,300	55,400
Libraries, transfer of interest on Sir Joseph Flavell Estate Bequest	560	695	560
Libraries, transfer of interest on other library endowments	<u>340</u>	<u>340</u>	<u>340</u>
	<u>486,000</u>	<u>478,220</u>	<u>531,075</u>
ADMINISTRATION			
Victoria University salaries	108,360	105,700	111,800
Bank charges and exchange	500	330	500
National Trust Co. Ltd. - for services	3,100	3,200	3,100
Sundry grants	500	500	500
General expense (statement 3)	<u>24,000</u>	<u>21,050</u>	<u>25,700</u>
	<u>136,460</u>	<u>130,680</u>	<u>144,600</u>
PLANT MAINTENANCE			
Operating expense (statement 4)	99,310	99,210	107,260
MISCELLANEOUS			
General			
Legal expense	500	1,250	500
Auditors' fees	1,200	1,200	1,500
Group insurance, retiring allowances, and provision for pension funds (statement 5)	61,510	71,140	81,150
Prizes, scholarships & bursaries approp.	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
	<u>68,210</u>	<u>78,290</u>	<u>88,150</u>
EXTRAORDINARY OPER. EXPENSE & APPROPRIATIONS			
Appropriation for renovation of buildings and renewal of equipment	35,000	35,000	70,000
Appropriation to landscaping (prepara- tion and planting etc. for Margaret Addison Hall)			
Other special appropriations	<u>4,950</u>	<u>3,810</u>	<u>25,000</u>
	<u>39,950</u>	<u>38,810</u>	<u>95,000</u>
TOTAL EXPENDITURE AND APPROPRIATIONS	829,930	850,180	966,485
EXCESS OF REVENUE OVER EXPENDITURES & APPROPRIATIONS FOR THE YEAR: Victoria University (excluding auxiliary enterprises)			
	<u>- 16,172</u>	<u>+ 5,008</u>	<u>- 8,535</u>
	<u>811,758</u>	<u>812,188</u>	<u>857,950</u>

VICTORIA UNIVERSITY —Statement 3
 ESTIMATED OPERATING INCOME, EXPENDITURE AND APPROPRIATIONS
 1959-60

	GENERAL EXPENSE		
	BUDGET 1958-59	ACTUAL 1958-59 (est. 2 mos.)	BUDGET ESTIMATES 1959-60
ACADEMIC			
Travelling	1,000	1,200	1,200
Expenses of Principals' offices	650	650	650
Convocation and Graduation Expense	1,000	820	1,000
Calendar and Bulletin Expense	2,600	2,350	2,600
Language Laboratory	1,000	1,000	1,200
Miscellaneous	750	864	850
	<u>7,000</u>	<u>6,884</u>	<u>7,500</u>
ADMINISTRATION			
Advertising	2,600	2,700	2,700
Printing, stationery and office supplies	5,200	6,800	6,000
Postage	2,000	2,450	2,400
Travelling	1,000	950	1,000
Expenses of President's office	1,400	1,400	1,400
Pensions	4,000	3,800	4,000
Public relations - "Victoria Reports"	5,500	4,600	5,500
Insurance - Liability etc.	1,000	1,400	1,400
Graduate Records & Alumni Expense	500	120	500
Miscellaneous	800	830	800
	<u>24,000</u>	<u>25,000</u>	<u>25,700</u>

	PLANT MAINTENANCE Statement 4		
Wages	48,260	49,100	53,260
Maintenance, repairs and renewals	16,000	13,860	15,000
Supplies	2,500	2,560	2,600
Furniture, furnishings & equipment	3,200	3,450	4,500
Insurance - property	5,800	4,500	5,000
Light and heat	17,000	17,000	17,000
Water	750	910	900
Grounds expense	3,000	3,050	4,000
Telephone	4,800	4,800	5,000
	<u>97,310</u>	<u>97,210</u>	<u>107,260</u>

	GROUP INSURANCE, RETIRING ALLOWANCES AND PROVISION FOR PENSION FUNDS Statement 5		
Group Insurance	1,100	1,130	1,200
Payments re staff contrib. pension plans	29,000	38,500	43,100
Retiring allowances	12,910	13,000	20,550
Provision for Superannuation and Widows' Pension Fund	<u>16,300</u>	<u>16,510</u>	<u>16,300</u>
	<u>59,310</u>	<u>69,140</u>	<u>81,150</u>

Minutes of the Annual Meeting of the Board of Regents
 Held on Thursday, November 23, 1960

PRESENT:

Mr. J. B. Allen, The Very Rev. Dr. J. H. Arnup, Mr. A. C. Ashforth, Mr. E. W. Bickle, Mr. J. T. Bryden, The Hon. F. W. Cass, Mr. R. F. Chisholm, Principal K. H. Couland, The Rev. Dr. E. Cragg, Dr. Jean F. Davey, Mr. J. S. Deacon, Mr. G. W. Edmonds, The Rev. Dr. T. T. Falchney, The Rev. F. P. Fidler, The Rev. Dr. W. Finlayson, Principal H. H. Frye, Mrs. D. W. Haag, Mr. H. E. Langford, The Hon. L. Macaulay, The Rev. Dr. V. T. Mooney, The Rev. Dr. A. B. B. Moore, Mr. D. W. McGibbon, Mrs. Burns Flewes, Mr. H. J. Sissons, The Rev. Dr. H. W. Vaughan, Mr. F. A. Wansbrough, Mrs. J. R. H. Wilson, Mr. C. F. Wood, The Rev. G. E. Ashton,

and for dinner and the evening meeting Mrs. Clara F. McEachren, Mr. G. A. Fallis and Mr. W. L. Wheeler.

PRAYER: The meeting opened with prayer by the Rev. G. E. Ashton.

MINUTES:

The Minutes of the meeting of October 20, 1960, a summary of which had been mailed to all members, were approved on the motion of Mrs. J. R. H. Wilson.

CORRESPONDENCE - the Secretary

- Letter of thanks from Secretary of Emmanuel College Alumni Association for honorarium for guest speaker at their Annual Conference.
- Regrets from Messrs. Birch, Earl, Sheppard and Mills at their inability to attend.
- Reference to finals of the Mulock Cup to be played at Variety Stadium on the 25th instant between Victoria College and Senior S.P.S.

AMENDMENT TO BY-LAWS:

Mr. Macaulay moved, seconded by Mr. Wansbrough:

"Pursuant to notice given in the notice calling this meeting I move that by-law No. V Subsection 2 be amended by striking out the word nine in the second line thereof and substituting the number fifteen. When this amendment is made the first sentence to the said by-law will read as follows: 'The Finance and Property Committee and Committee of Residence and Services shall each consist of not more than fifteen members, including a Chairman and Vice-Chairmen appointed by the Board.'"

- approved unanimously.

NOMINATIONS COMMITTEE:

(a) **Officers of Board:**

Mr. Macaulay, Chairman, moved, seconded by Mrs. Burns Flewes that the following be elected officers of the Board for the next two years or until successors are appointed:

November 23, 1960.

Chairman - Mr. H. E. Langford
 Vice-Chairman - The Rev. Dr. V. T. Mooney
 Treasurer - Mr. J. T. Bryden
 Secretary - Mr. Wilfred C. James

- approved unanimously.

(b) Committee Personnel:

Mr. Macaulay moved, seconded by Mrs. Flewes, that the Standing Committees of the Board be now constituted and consist of those suggested in the memorandum recently sent to all Board members. The Chairman asked for other nominations, if any, and there being none, the motion was unanimously approved and therefore the committees are now as herein set out:

Finance & Property Committee

Chairman - Mr. J. T. Bryden
 Vice-Chairman - Mr. D. W. McGibbon

Sub-CommitteesInvestment

Chairmen: Mr. J. S. Deacon
 Mr. A. C. Ashforth
 Mr. G. M. Sheppard
 Rev. Dr. V. T. Mooney

Budget

Mr. F. A. Wansbrough

Property

Mr. H. J. Sissons
 Mr. J. B. Allen
 Mr. G. A. Fallis
 Mr. C. F. Wood
 Mrs. J. E. M. Wilson
 Hon. F. M. Cass

Residences & Services Committee

Chairman - Mrs. J. E. M. Wilson
 Vice-Chairman - Mr. W. L. Wheeler

Principal Cousland
 Principal Frye
 Dr. Jean F. Dacey
 Mrs. Burns Flewes
 Mr. G. A. Fallis

Mrs. D. W. Haag
 Mrs. J. S. Bennett
 Mr. G. W. Edmonds
 Mr. F. A. Wansbrough

Public Relations Committee

Chairman - Mr. L. H. Earl

Mrs. Burns Flewes
 Mrs. D. W. Haag
 Rev. G. E. Ashton

Mr. R. F. Chisholm
 Rev. Dr. H. M. Vaughan

Appointments Committee (Academic & Administrative)

Chairman - Mr. H. S. Mills

Mrs. D. W. Haag
 Mr. J. B. Allen
 Rev. Dr. G. W. Birtch
 Mr. R. F. Chisholm

Rev. Dr. C. E. J. Cragg
 Rev. F. F. Fidler
 Rev. Dr. C. A. Lawson

November 23, 1960.

Nominating Committee (Board)

Chairman - Hon. L. Macaulay

Mrs. Burns Flewes
 Mr. J. B. Allen
 Mr. A. C. Ashforth
 Rev. Dr. W. Fingland

Mr. R. S. Mills
 Mr. G. M. Sheppard
 Mr. H. J. Sissons
 Rev. Dr. H. W. Vaughan

Executive Committee

Chairman - Mr. H. E. Langford

Mrs. C. F. McEachren
 Mrs. J. E. M. Wilson
 Principal Cousland
 Principal Frye
 Mr. E. W. Bickle
 Mr. J. T. Bryden

Mr. L. H. Earl
 Hon. L. Macaulay
 Mr. D. W. McGibbon
 Mr. R. S. Mills
 Rev. Dr. V. T. Mooney
 Mr. C. F. Wood

The President and Chairman of the Board are ex officio members of all Committees.

(c) Representatives of Board of Regents on Senate:

Very Rev. Dr. J. H. Arnup
 Rev. Dr. G. W. Birtch
 Mr. G. W. Edmonds

Rev. Dr. T. T. Faichney
 Mr. H. E. Langford
 Mr. R. S. Mills

STATUTORY SIGNING OFFICERS:

The Secretary advised a new Resolution was required for signing officers in accordance with the By-laws of the Victoria University Act, 1951, Section 8, subsection 2. The following resolution was thereupon moved by Mr. E. W. Bickle, seconded by Mr. D. W. McGibbon and approved:

The By-laws of the Board of Regents of Victoria University (in accordance with Victoria University Act, 1951, Section 8, Sub-section 2) provide:

VII. Signing Officers

- (1) All documents (including any transfer of securities) requiring execution by or on behalf of the Board and whether or not under seal, shall be signed by the Chairman, Vice-Chairman, Treasurer, or other member of the Board, and by the President, the Registrar or the Bursar of the University.

Resolved that the signing officers as provided in By-law VII above are:

Chairman	- H. E. Langford
Vice-Chairman	- Rev. Dr. V. T. Mooney
Treasurer	- J. T. Bryden
President	- A. B. B. Moore
Registrar	- F. A. Hare
Bursar	- Wilfred C. James

November 23, 1960.

SHAF

BANKING RESOLUTION:

The Secretary stated that pursuant to earlier instructions a new bank account, #21487, had been opened at the head office of the Chartered Trust Company, 36 King Street West, Toronto, in which would be deposited the rental revenue received from our Bloor Street lease. The following resolution was therefore moved by Mr. Bickle and seconded by Mr. McGibbon and approved:

*RESOLVED THAT

any two of the President, Registrar, Bursar and Accountant or any one of them together with the Fees Clerk and Assistant Fees Clerk

is/are hereby authorised for and in the name of Victoria University to draw, accept, sign, and make all or any cheques and orders for the payment of money; to pay and receive all moneys and to give acquittance for the same, and generally for and in the name and on behalf of the said University to transact with Chartered Trust Company any business they may think fit.

ALSO THAT

any one of the President, Registrar, Bursar, Accountant, Fees Clerk and Assistant Fees Clerk

is/are hereby authorised on behalf of the said University to negotiate with, deposit with or transfer to the said Trust Company (but for credit of the said University account only) all or any bills of exchange, promissory notes, cheques or orders for the payment of money and other negotiable paper, and for the said University and also from time to time to arrange, settle, balance and certify all books and accounts between the said University and the said Trust Company, and to receive all paid cheques and vouchers, and to sign the said Trust Company's form of settlement of balances and release.

TRUSTEES' PENSION PLAN:

The Secretary advised that pursuant to the Deed of Trust dated 14th December, 1954, Article 1, the Trustees shall be the Chairman of the Board, the Treasurer and the Vice-Chairman of the Finance Committee from time to time in office, whereupon Mr. Bickle moved, seconded by Mrs. Wilson, that the following be confirmed as the Trustees of the Victoria University General Pension Plan:

Mr. H. E. Langford - Chairman of the Board
Mr. J. T. Bryden - Treasurer
Mr. D. W. McGibbon - Vice-Chairman, Finance Committee.

- approved.

PRESIDENT'S ITEMS:Rev. E. G. Clark

The President moved the appointment of the Rev. Ernest G. Clark, presently on the staff of Queen's Theological Seminary, as Associate Professor in Department of Near Eastern Studies in Victoria College. The appointment is to be effective from July 1st, 1961, with a salary of \$7,000. a year as from that date together with the right of participation in the Pension Plan. The recommendation carries the approval of the Appointments Committee which had met on November 22nd, and it was regretted that the Chairman, Mr. Ralph B. Mills, was ill and unable to be present today. Principal Frye seconded the motion which was thereupon put and unanimously approved.

November 23, 1960.

Mr. Peter Bicketts

The President moved the appointment of Mr. Peter Bicketts as Permanent Lecturer in the Department of French as from July 1st, 1961, at an annual salary of \$6,000. The President referred to the fact that Mr. Bicketts had been on our staff a year ago as a Lecturer and Don in Residences but had had to return to England to complete his military service. Principal Frye seconded the resolution which was then unanimously approved.

REPORTSLIBRARY BUILDING COMMITTEE

Mr. Clare F. Wood, Chairman, presented and read the following report:

* I am very happy to report that we are now ahead of schedule with some portions of the work and to advise that the roof slab will be completed this week.

Erection of partitions in the basement commenced last week. Work was also begun on the elevator last week.

Our stone has arrived and is ready for delivery to the site, and it is expected that work of erecting will begin this week.

We shall have temporary heat installed within two weeks and expect to have the building completely closed in by the second week in December.

Short of strikes or other conditions beyond our control, the building should be completed by March 31st, 1961.

Respectfully submitted this 23rd day of November, 1960.

C. F. Wood
Chairman.

On Mr. Wood's moving receipt of the Report, the President stated it was not intended to begin the transfer of any books from the present library to the new library until after the spring examinations were ended. He also stated it should be our plan to have the official opening of the library in the fall. The Report was received.

RESIDENCES AND SERVICES COMMITTEE

Mr. D. W. McGibbon, Chairman, presented and read the following Report:

* Your Committee met on November 17th, 1960 and begs to report:

At 12 o'clock noon on Armistice Day, a brief ceremony was held in Burwash Hall when Mrs. Thain W. MacDowell presented to Victoria University one of the two machine guns captured by her late husband, Lt.-Col. Thain W. MacDowell, V.C., D.S.O., at Vimy Ridge on April 9th, 1917. Mrs. MacDowell's two sons were also present. The Chairman of this Committee acted as Chairman of the ceremony, and after reading the citation covering the award of the Victoria Cross, Mrs. MacDowell, in a few well chosen words, made the presentation which was accepted by the Chairman of the Board of Regents. The ceremony closed with a memorial prayer by the President. The gun is now erected on the north wall of Burwash Hall.

Upon the recommendation of Dr. Jean F. Davy and concurred in by the Dean of Women, it is recommended that we adopt the rules and regulations of the University Health Service as regards all

November 23, 1960.

SRAPC

women in residence. All women students will be strongly advised in future to join a hospital plan and notices to this effect are presently posted throughout the women's buildings.

All the redecorating and new furnishings planned over recent months have now been completed with the exception of the Dons' suites in the south Houses. It is our plan to have this latter work completed during the Christmas vacation.

In view of the extensive increase in operations of both the women's and Men's Residences, gross income from which totalled just over \$452,000. for the past year, it has been thought advisable to have a complete review of these operations made through an independent survey. It is our hope that this work might be undertaken within the next few weeks. A special committee has been set up for this purpose with authority to employ such firm as they might consider best suited to carry through such a survey.

Appreciation was warmly expressed to the Chairman for his services during the past several years.

All of which is respectfully submitted this 23rd day of November, 1960.

D. W. McGibbon
Chairman.

Mr. McGibbon moved adoption of the Report, seconded by Mrs. J. B. M. Wilson, whereupon the Report was adopted without discussion.

AUDITORS' REPORT

Mr. E. M. Bickle, Treasurer, read the Auditors' Report as it appears in our Financial Statement for the year ending June 30, 1960, and which is attached as Schedule "A" to these minutes.

Following the reading of the Auditors' Report Mr. Bickle referred briefly to the various items in the Treasurer's Report which is printed in our Financial Statement. Mr. Bickle then asked that he might briefly review and compare the figures as they appeared in our Financial Statement for the year ending June 30, 1961, retaining those present that he had been appointed Treasurer in July, 1961 following the retirement of Mr. Rowland -

At the time of Mr. Bickle's appointment, \$227,405. had been borrowed from Endowment Funds for Plant Purposes and there had been an impairment in endowments of \$264,062. caused by operating deficits. The Income Equalization Reserve stood at \$17,668. At June 30, 1960 our "PEPPIER" net amount of \$5,988,000. in our Statement and General Investment Reserve was \$2,121,976. Other comparable figures were also of interest and were reported as follows:

	June 30, 1961	June 30, 1960
Current & Endowment Fund Assets	\$3,080,000.	\$6,742,000.
Plant Fund Assets	\$2,419,000.	\$4,948,000.
Student Fees	\$ 103,421.	\$ 477,366.
Enrolment	\$ 844.	\$ 1,406.
Board of Colleges Grant	\$ 10,875.	\$ 35,800.
Income from Investments	\$ 96,000.	\$ 247,000.
Total Income	\$ 278,500.	\$1,057,000.
Administration & Academic Salaries	\$ 152,500.	\$ 364,500.

November 23, 1960.

Mr. Bickle then spoke of the privilege it had been to hold the office of Treasurer and Chairman of the Finance Committee for a period of 19 years, of the happy association and ready co-operation he had always had from the members of his committee and from the administrative officers of the University and moved the adoption of the Report. Mr. J. T. Bryden in rising to second the motion spoke feelingly of the work done, care taken and results achieved throughout the period of Mr. Bickle's term of office and expressed sincere thanks and appreciation not only of the members of the Finance and Property Committee but also the Board of Regents - the remarks were heartily applauded by all members present and the Report declared enthusiastically adopted.

At a subsequent period in the meeting one or two members raised a few questions resulting from the Report; in reply to the first the President stated that the salary scale was on an identical pattern with that of the University of Toronto and that the floor for various classifications was as follows:

Instructor	\$5,500.
Lecturer	\$7,000.
Assistant Professor	\$8,500.
Associate Professor	\$9,000.
Professor	\$12,000.

Also the question on the possibility of our acquiring the Household Science Building was briefly referred to as we were Government Loans recently announced as aid for expansion of Residence facilities. The Practice Field was regarded as adequate for present purposes with mention also made of our ownership of land on Charles, St. Thomas and Sultan Streets. We own all this area excepting the land on which University Apartments are erected. In the matter of advising all ministers of scholarship and bursary funds available for students no action was taken as it was felt this information was in the hands of all Principals of secondary schools.

PENSION PLAN TRUSTEES:

Mr. J. T. Bryden read the Auditors' Report concerning the operations of the Pension Fund for the year ending June 30, 1960 - Mr. Bryden moved seconded by Mr. McGibbon, the adoption of the Report. It was agreed a copy of the Report would be forwarded to each contributor and it would be considered whether it might be possible to send each member an outline of the optional benefits and the amount they might be payable thereunder. (A copy of letter dated December 15, 1960, is attached as a schedule to these minutes.)

RECEPTION OF REPORTS:

Reports were received from the Librarian, Archivist, Dean of Women, Registrar, Bursar and Senior Tutor.

The Chairman stated that these Reports had all been forwarded to the members of the Board and suggested that in future those who wrote the Reports should be on hand and each called in to the meeting when his or her Report was presented and thus be able to answer questions or discuss any point raised by the members - It appeared that this suggestion was well received and that this course should be followed at the time of the next Annual Meeting.

Bursar's Report - As the Bursar was present he was requested to go through his Report. Mr. James then proceeded to deal with the various items covered in his Report and spoke briefly regarding the National Fund and our Living Endowment. He said that some progress had been made with informal discussions regarding our joining in the new Annual Appeal proposed by the University. He made brief reference to the co-operation received from the Canada Council,

November 23, 1960.

DRAFT

the summary of reports and comments on our Auxiliary Enterprises and especially the extent of summer revenue, the improvements and maintenance of our buildings and grounds, our properties on Sultan, Charles and St. Thomas Streets, and dealt more fully with bursaries and student loans. This latter was of the most interest to members, who indicated the time spent on this work was considered extremely worth while. The Report was favourably received. Mr. James was thanked for his work and especially his interest in the students' financial problems.

The President moved that the other reports be received and made some few short references to one or two of the Reports, especially as regards some disturbing statistics contained in the Report of the Senior Tutor. The use of library facilities had increased substantially more percentage-wise than the increases in enrolment. Other members expressed some criticism over the few books on the shelves of the Reading Room in Margaret Addison Hall.

It being now 5:50 p.m., the meeting adjourned for dinner in Burwash Hall.

The meeting reconvened at 7:00 p.m. in the Senior Common Room. The Chairman stated that he had a very pleasant duty to perform before proceeding to deal with the President's Report and went on to speak of the services rendered by Mr. E. W. Bickle during his nineteen years as Treasurer and of the debt that Victoria owed to him for what he had accomplished in many different ways during his tenure of office. He then on behalf of the Board of Regents presented Mr. Bickle with a small painting by J. E. H. MacDonald as a slight token of esteem and regard. In accepting the gift, which came as a complete surprise, Mr. Bickle again referred to the pleasure this work had given him and the happy memories he would always retain from this association with Victoria.

President's Report - The President read his Report for the year ending June 30, 1960, which included comments, suggestions and pertinent facts extending through to this date. Copies of the Report were handed to each member present and a copy is attached as schedule to these Minutes.

An interesting and informative discussion followed in which many members took part - especial interest was directed towards our present limited teaching programme and the part we might take in the development of new and popular subjects now centered in the University. In regard to such expansion many questions were asked and the President explained in some detail the proposals presently being considered of cross-appointments in University Departments.

A further item in which all members evinced special interest was as regards the future of Victoria and the planning which should begin in the immediate future. This resulted in Rev. Dr. Mooney moving that a Planning Committee be set up with Mr. E. W. McGibbon as Chairman and that Mr. McGibbon, together with the Chairman of the Board, the President and the two Principals, appoint the other two members of the committee and also that the committee when so constituted have power to add to its members.

The duties and responsibilities are broadly outlined:

* to study the problems and requirements of Victoria University and its two colleges for the foreseeable future. The study should further consider the policy approved some few years ago that Victoria College would increase its enrolment in proportion as the Faculty of Arts increased. It was indicated at that time that this would give Victoria College a maximum enrolment of 2,200 students. Since at the present rate of increase it now appears this enrolment may be reached within three years further consideration should now

November 23, 1960.

be given to this policy. Should we prepare for larger numbers than those anticipated or limit to capacity of present facilities? If we expand, should we contemplate another Arts college within Victoria University? Should we attempt to expand our present facilities without recourse to any new construction?

Enrolment in Emmanuel College, both at undergraduate and graduate levels, is almost certain to increase. It would appear that library facilities may prove to be the big problem in respect to higher enrolment. Study should, however, be given to all problems which might arise at Emmanuel resulting from such increased enrolment.*

The motion was adopted unanimously.

The President then reported that the Rev. Dr. Harold W. Vaughan, Secretary, Board of Colleges and Secondary Schools, would make his official visit to the Board at its January meeting.

After several members had expressed appreciation for the excellent dinner, the Chairman closed the meeting, extending his thanks and the thanks of all present to the President for his excellent and interesting Report.

H. W. Vaughan
Chairman

VICTORIA UNIVERSITY
TORONTO

FINANCIAL REPORT

For Year Ended June 30th, 1960

Statement	CONTENTS	Page
	Treasurer's Report	1-2
	Auditors' Report	3
1	Balance Sheet	4-5
2	Statement of Operating Income, Expenditures and Appropriations	6-7
	Current Funds - supporting schedules	
3	Unexpended Appropriations	8
4	Accumulated Operating Surplus	8
5	Prizes, Scholarships, Bursaries and Student Loans	9
6	Special Trusts	10
7	Superannuation and Widows' Pension Fund	10
8	Buildings and Grounds Staff Pension Reserve	10
	Endowment Funds - supporting schedules	
9	Summary of Investments in Bonds and Stocks	11
10	Assets held by Outside Trustees	11
11	Endowment Assets - Real Estate	11
12	Prizes, Scholarships, Bursaries and Student Loans	12
13	Special Trusts	12
14	Endowment for Chairs and Other Designated Purposes	12
15	Endowment Funds for General Purposes	13
16	General Investment Reserve	13
	Plant Funds - supporting schedules	
17	Real Estate	14
18	Plant Funds	14
	Operating Statement - supporting schedules	
19	General Expenses	15
20	Plant Maintenance	15
21	Group Insurance, Retiring Allowances and Pensions	16
22	Libraries - Operating Statement	16
23	Auxiliary Bursaries - Operating Statement	17

To the Board of Regents,
Victoria University.

MANAGEMENT'S REPORT

The accompanying audited statements set forth the financial position of Victoria University at June 30th, 1960, and the results of its operations during the year to that date.

RESULTS

Current educational and general operations resulted in a deficit of \$307, after providing for a total of expenditures and appropriations of \$1,066,217, an increase of \$195,431 over last year. This increase is made up as follows:

Increase in salaries and wages	\$ 39,995
Increase in Appropriation for Library Operations	8,100
Increase in Appropriation to Plant Funds	35,000
Increase in Appropriations for Innovations, etc.	35,000
Appropriation for Landscaping	25,136
Special Appropriation to Reserve for Superannuation and Widows' Pension Fund	50,000
Miscellaneous (net)	1,800
	\$195,431

The increase in salaries reflects the effect of the final stage of our three year salary adjustment plan for the administrative and academic staff as reported last year.

Corresponding to the increase in the Appropriations for Innovations of Buildings and Renewal of Equipment is an increase in the expenditures charged to this Reserve.

The total appropriation to Plant Funds amounted to \$55,000, which, together with the grant from the Canada Council and Victoria University's portion of the National Fund for the University of Toronto, will assist materially in completing the financing of the current building program.

The appropriation for Landscaping was allowed for in estimates for 1959-60, approved at the Board meeting in June, 1959.

The Superannuation and Widows' Pension Fund (schedule 7) has been reduced in recent years, due largely to the fact that the usual appropriations to that Fund, based on the formula in effect since the inception of the Fund, have not been adequate. At the present rate, the Fund would be depleted within two years. Accordingly, it is deemed wise at this time to make an extra appropriation to this Fund of \$50,000. The situation should be reviewed again within a few years.

A saving of \$9,276, was realized in the cost of the staff contributory pension plan (schedule 21), as reported in detail last year. It was found necessary to discontinue the Teachers' Insurance and Annuity Association and the Canadian Government as Insurers under our Pension Plan, because of the excessive cost. Accordingly, commencing July 1st, 1959, the North American Life Assurance Company was employed in this capacity, with the approval of the Board of Regents. The above saving was realized as a result of this action.

Comments should be made on several important items on the income side of the operating statement.

The increase in student fees resulted from an increase in student enrolment from 1,356 to 1,506 full-time students in Arts.

The increase in the Federal Grant arose from a change in the basis on which the Canadian Government calculated the total grants to Universities from \$1.00 to \$1.50 per head of population.

Increased income increased during the year, as shown in the following schedule, due largely to investment in higher interest-bearing securities:

	1960	1959
Government of Canada and Government of Canada Guaranteed	\$ 30,413	\$ 22,865
Provinces of Canada and Provincial Guaranteed	14,782	180,997
Miscellaneous	3,100	3,137
	179,486	183,979
Income from Bonds	1960	1959
Preferred and Class A Common	1,730	1,800
	46,221	87,199
	47,951	88,999
Grand Total	\$247,207	\$231,076

The item of income appears for the first time. Interest was received on certain deposit receipts and short term notes amounting to \$3,776. Additional Funds were received on account of the building program in advance of the need for disbursing them, which, together with deferred current income, tended to create temporarily large bank balances. In order to obtain the maximum income on these Funds, part of them were invested in deposit receipts and short term notes.

In spite of the fact that Funds for building purposes were received continuously during the year, it was still necessary for loans to be made to plant Funds out of the endowment and current Funds. Interest was calculated on these Funds and shown on the income statement as "Interest on loan for new plant \$11,964."

Current Funds

The total amount due to current Funds from other Funds (Endowment and Plant) shows a small increase over last year. At June 30th, 1959, the total amount owing was entirely from plant Funds. This year, the amount owing by plant Funds has decreased substantially from \$245,560, to \$140,171. The improvement in the position of Plant Funds is referred to under "Plant Funds". The amount owing by Endowment Funds of \$136,431, represents that part of the net cash held in current Funds, arising mostly from deferred income on bond (Federal grant etc.), that was placed in Endowment Funds for investment.

Endowment Funds

Total endowment Funds increased during the year by \$12,923. This resulted net from gifts and bequests. The general investment reserve at June 30th, 1960 amounted to \$1,121,776.

Plant Funds

The amount owing by plant Funds to the other Funds has decreased during the year from 175,990 to \$140,171. Receipts from the National Fund of the University of Toronto and the expenditures on building during the year. This situation, together with the appropriations to each Fund out of income, has caused the improvement in the financial position.

Block Street Property

During the year, the Block Street Property was leased for 100 years as from July 1st, 1960, at a rental of \$10,000, payable monthly in advance. We received \$50,000, on execution of the lease, out of which \$10,000, was paid on account of commission to the leasing agent. All other expenditures made necessary from this transaction, including legal fees, are also being charged against the original receipt, the balance of which, at June 30th, 1960, is shown for the time being as deferred income. The balance of commissions amounting to \$50,000, is payable in two equal instalments in 1961 and 1962. It is the intention to allow the net cost of acquisition.

General

Of importance has been the success of the National Fund of the University of Toronto Canada Council, has removed most of the uncertainties with respect to the financing of the current building program of Victoria University. Up to June 30th, 1960, \$507,575, had been received by Victoria University from the National Fund.

The academic year 1959-60 has seen another large increase in student enrolment. Financial statements demonstrate the ability of Victoria University to meet this expansion and prove financial resources adequate for reasonable contingencies within the next few years.

Respectfully submitted,

E. W. Stale

Treasurer

November 8, 1960.

ALLEN, MILES, FOX & JOHNSTON

CHARTERED ACCOUNTANTS

100 BAY ST. TORONTO, CANADA

INCORPORATED IN CANADA
100 BAY ST. TORONTO, CANADA

AUDITORS' REPORT

To the Board of Regents,
Victoria University.

We have examined the balance sheet of Victoria University as at June 30, 1960 and the statement of income, expenditures and appropriations for the year ended on that date. Our examination included a general review of the accounting procedures and such tests of accounting records and other supporting evidence as we considered necessary in the circumstances. In this connection the securities owned by the University at June 30, 1960 were verified by certificate from the custodian, the National Trust Company Limited.

In our opinion the accompanying balance sheet and statement of income, expenditures and appropriations are properly drawn up so as to present fairly the financial position of Victoria University as at June 30, 1960 and the results of its operations for the year ended on that date, in accordance with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

Toronto, Canada, November 8, 1960.

Allen Miles Fox & Johnston
Chartered Accountants.

VICTORIA UNIVERSITY
BALANCE SHEET AT JUNE 30, 1960

STATEMENT 1

ASSETS

CURRENT FUND ASSETS	
Cash on hand and on deposit	\$ 138,068
Short term notes	200,000
Cash and investments of students' deposits and other current funds	29,207
Accounts receivable less allowance for doubtful accounts	8,875
Inventories of provisions, supplies and Book Bureau	
Receivables - at cost	20,745
Accrued income on investments	47,182
Prepaid insurance and other expenses	11,510
Balance of expenditures for renovation of furnishings not yet charged to operations	<u>15,131</u>
Due from endowment funds	476,758
Due from plant funds	<u>126,653</u>
	\$ 753,552

ENDOWMENT FUND ASSETS

Bonds and stocks (statement 9)	5,779,983
Assets held by outside trustees (statement 10)	343,500
Mortgages	2,382
Real estate (statement 11)	<u>211,652</u>
Deficit amount due to current funds	5,123,317
	<u>5,958,834</u>

PLANT FUND ASSETS

Real estate (statement 17)	4,296,044
Library books	199,458
Furniture and fixtures, including \$146,134 added during the year for Margaret addition Hall	
Library archives and stack room	<u>322,877</u>
Expenditures to date on construction of new library (estimated additional expenditures required for completion of construction contract \$1,007,000)	5,797
	<u>5,828,328</u>
	4,948,544

\$11,690,796

VICTORIA UNIVERSITY
BALANCE SHEET AT JUNE 30, 1960

STATEMENT 1

LIABILITIES AND FUND BALANCES

CURRENT FUND LIABILITIES			
General			
Accounts payable and accrued liabilities	\$ 91,364		
Students' deposits and sundry current funds	7,707		
Unexpended appropriations (statement 3)	96,422		
Federal grant received, deferred to 1960-61	260,877		
Board of Colleges and Secondary Schools grant, deferred to 1960-61	16,650		
Other deferred income	11,051		
Accumulated operating surplus (statement 4)	72,286	\$ 553,115	
Restricted			
Unexpended current funds for prizes, scholarships, bursaries and student loans (statement 3)	83,626		
Unexpended current funds for special trusts (statement 3)	36,431		
Superannuation and widows' pension fund (statement 7)	77,476		
Buildings and grounds staff pension reserve (statement 8)	5,000	200,427	\$ 753,552
ENDOWMENT AND OTHER NON-EXPENDABLE FUND BALANCES			
Prizes, scholarships, bursaries and student loans - capital funds (statement 12)	642,937		
Special trusts - capital funds (statement 13)	106,068		
Endowment for Chairs and other designated purposes (statement 14)	979,380		
Endowment funds for general purposes (statement 15)	2,138,313		
General investment reserve comprising accumulated net gains on investments sold (statement 16)	2,123,276	5,968,674	
PLANT FUND BALANCES AND LIABILITIES			
Plant funds (statement 18)	4,838,773		
Due to current funds	146,121	4,984,894	
			<u>\$11,690,790</u>

VICTORIA UNIVERSITY
STATEMENT OF OPERATING INCOME, EXPENDITURES AND APPROPRIATIONS
FOR THE YEAR ENDED JUNE 30, 1960

STATEMENT 2

INCOME

	1960	1959
STUDENT ACADEMIC FEES		
Tuition fees	\$ 477,566	\$ 390,964
GIFTS AND GRANTS FOR GENERAL OPERATING PURPOSES (unrestricted)		
Living Endowment - total contributions	11,370	29,063
See Contribution for specific purposes	(- 1,727)	(- 2,464)
Board of Colleges and Secondary Schools	35,800	30,000
The Sustaining Fund (free churches)	742	890
Other	4,423	2,800
	52,808	60,389
GIFTS AND GRANTS FOR SPECIFIC OPERATING PURPOSES (restricted)		
Old M. Andrew's Chair in Public Worship	5,000	11,200
Lillian Massey Truitt Estate Fund for training young men for the Christian Ministry	2,350	2,200
	7,350	13,400
RECEIPTS FROM SERVICES TO OUTSIDE ORGANIZATIONS		
The United Church Training School	6,000	6,000
University of Toronto School of Graduate Studies	19,200	16,000
	25,200	26,000
MISCELLANEOUS		
Interest on short term deposits		
Bank interest	9,776	
Parking	456	1,226
Other miscellaneous income	2,506	2,156
	12,738	3,482
ENDOWMENT INCOME		
Income from bonds and stocks (statement 9)	247,027	231,076
Income from outside trusts	140,772	15,779
Mortgage interest	62	1,876
Interest on loans to plant funds	11,966	3,790
Income from property investments	5,582	5,028
Less income transferred to special funds: Prize, scholarship and bursary funds (to statements 1 and 12)	(- 32,000)	(- 32,826)
Other special trust funds (to statements 5 and 13)	(- 4,078)	(- 3,424)
	263,896	222,499
FEDERAL GOVERNMENT GRANT FOR GENERAL OPERATING PURPOSES - portion retained by Victoria University	237,075	151,708
TOTAL EDUCATIONAL AND GENERAL INCOME	1,057,916	862,579
AUXILIARY ENTERPRISES Income (statement 21)	452,688	406,036
	<u>\$1,510,604</u>	<u>\$1,268,615</u>

VICTORIA UNIVERSITY
STATEMENT OF OPERATING INCOME, EXPENDITURES AND APPROPRIATIONS
FOR THE YEAR ENDED JUNE 30, 1960

STATEMENT 2

EXPENDITURES AND APPROPRIATIONS

	1960	1959
ACADEMIC		
Victoria College salaries		\$ 308,682
Thompson College salaries	\$ 337,700	\$ 360,270
Staff leave and travel fund appropriation	36,395	4,000
General expense (statement 19)	5,000	7,068
Literature, annual appropriation (statement 3)	55,800	67,200
	<u>526,666</u>	<u>646,220</u>
ADMINISTRATION		
Salaries	110,682	103,760
Bank charges and exchange	255	789
National Trust Company limited - for services	3,510	3,119
Donor grants	200	175
General expense (statement 20)	23,433	27,682
	<u>137,180</u>	<u>137,395</u>
PLANT MAINTENANCE		
Operating expense (statement 20)	108,129	100,033
MISCELLANEOUS		
General		
Signs expense		- 1,226
Auditors' fees	1,500	1,200
Group insurance, retiring allowances and pension for pension funds (statement 21)		72,916
Tuition fees allowed to scholarship winners (to statement 5)	56,413	16,468
Prizes, scholarships and bursaries appropriation (to statement 5)	5,000	5,000
	<u>60,564</u>	<u>96,820</u>
EXTRACURRICULAR OPERATING EXPENSE AND APPROPRIATIONS		
Installation expense	1,646	1,339
Landscapeing - Margaret Addison Hall	25,536	
Appropriation for renovation of buildings and removal of equipment	75,000	35,000
Appropriation to plant funds (statement 18)	15,000	20,000
Appropriation to Superannuation and Widows' Pension Fund	30,000	
	<u>202,222</u>	<u>56,339</u>
TOTAL EDUCATIONAL AND GENERAL EXPENDITURES AND APPROPRIATIONS	<u>1,056,219</u>	<u>862,788</u>
AUXILIARY ENTERPRISES		
Expenditures and appropriations (statement 23)	<u>676,182</u>	<u>728,992</u>
TOTAL EXPENDITURES AND APPROPRIATIONS	<u>1,532,401</u>	<u>1,261,782</u>
EXCESS OR DEFICIENCY OF INCOME OVER EXPENDITURES AND APPROPRIATIONS FOR THE YEAR (statement 1)		
	<u>(- 21,806)</u>	<u>4,832</u>
	<u>\$1,510,595</u>	<u>\$1,266,614</u>

VICTORIA UNIVERSITY
UNEXPENDED APPROPRIATIONS

STATEMENT 3

	Balance at June 30, 1959	Expended for the year	Appropriated for prior years	Balance at June 30, 1960
Staff leave and travel fund		\$ 6,900	\$ 5,000	\$ 1,897
Portrait fund	2,665			2,665
Library (statement 22)		999	55,600	1,070
Language laboratory		302	756	766
Renovation of buildings and removal of equipment:				
General	14,782	66,452	70,000	18,130
Residence and Students' Union	64,458	5,766	12,000	70,714
	<u>\$87,583</u>	<u>\$136,781</u>	<u>\$14,600</u>	<u>\$96,402</u>

ACCUMULATED OPERATING SURPLUS

STATEMENT 4

	Balance forward June 30, 1959	Add excess of income over expenditures and appropriations for the year	Add adjustments re prior years	Balance at June 30, 1960
Educational and general				
Auxiliary enterprises	\$20,299	\$(- 303)	\$	\$19,996
Residence and Students' Union	48,456	(-26,008)	3,706	26,154
Book Deposits	22,239	2,507		24,746
Total	<u>\$70,994</u>	<u>\$(-23,804)</u>	<u>\$3,706</u>	<u>\$70,896</u>

VICTORIA UNIVERSITY
 PRIZES, SCHOLARSHIPS, BURSARIES
 AND STUDENT LOANS - CURRENT FUNDS

STATEMENT 5

Unexpended balance of current funds at June 30, 1959		\$90,931
Debit:		
Prizes, scholarships and bursaries awarded	\$46,903	
Tuition fees allowed to scholarship winners	15,431	
Student loans granted	3,080	
Transferred to Capital	<u>3</u>	\$6,528
		6,103
Add:		
Gifts - miscellaneous		21,330
- transferred from Living Endowment		1,800
Interest transferred from endowment income		31,908
Tuition fees allowed to scholarship winners	\$15,431	
Appropriation from operating income for bursaries	<u>3,000</u>	20,431
Student loans repaid		<u>2,828</u>
		22,362
Unexpended balance of current funds at June 30, 1960		\$63,626
Balance available for the following:		
Future awards of scholarships, prizes, etc.	50,499	
Ordinary bursaries	77,436	
Student loans	<u>3,432</u>	
		\$131,426

VICTORIA UNIVERSITY
 SPECIAL TRUSTS - CURRENT FUNDS

STATEMENT 6

Unexpended balance of current funds at June 30, 1959		\$ 10,432
Add:		
Gifts	\$28,644	
Interest transferred from endowment income	<u>3,237</u>	22,393
		42,823
Deduct:		
Expenditures conforming to terms of trusts	7,226	8,392
Library endowment income transferred (to statement 22)	<u>3,266</u>	
Unexpended balance of current funds at June 30, 1960		\$ 36,431

SUPERANNUATION AND WIDOW'S PENSION FUND

STATEMENT 7

Balance at June 30, 1959		\$ 39,548
Add:		
Provision charged to current operations	18,332	
Special appropriation from operating income	<u>50,000</u>	68,332
Deduct payment of benefits	107,780	
	<u>30,266</u>	
Balance at June 30, 1960		\$ 77,904

BUILDING AND GROUNDS STAFF PENSION RESERVE

STATEMENT 8

Balance at June 30, 1959 and at June 30, 1960		\$ 5,066
---	--	----------

VICTORIA UNIVERSITY
SUMMARY OF INVESTMENTS IN BONDS AND STOCKS
AT JUNE 30, 1960 STATEMENT 9

BONDS	Value at		Income
	Book Value	Market Quotations	
Government of Canada and Government guaranteed	\$ 830,500	\$ 775,580	\$ 30,619
Provinces of Canada and Provincial guaranteed	3,814,563	3,844,628	145,762
Miscellaneous	203,730	20,180	3,107
	4,748,793	4,414,298	179,488
STOCKS			
Transferred and Class A Common	50,575	31,175	1,280
	152,635	1,414,311	66,291
	1,030,990	1,478,096	67,541
GRAND TOTAL	\$5,739,783	\$6,292,361	\$267,027

ASSETS HELD BY TRUSTS OR TRUSTEES
AT JUNE 30, 1960 STATEMENT 10

Held by	Name of Trust	Amount
The Cleveland Trust Company	Hamilton Fish Higger Endowment Trust	\$ 3,000
The Cleveland Trust Company	Hamilton Fish Higger Bursaries Trust	10,000
The Cleveland Trust Company	Hamilton Fish Higger Scholarship Trust	10,000
The United Church of Canada	C. J. Fairbank's Bursary Trust	5,000
National Trust Company Limited	Sir Joseph Flavelle Bequest to Library	25,000
Toronto General Trusts Corporation	Margaret Coven Wilson Memorial Fund	1,500
Canada Permanent Trust Company	Edna Treble and F. Louis Harvey	30,000
Canada Permanent Trust Company	Traveling Scholarship	10,000
National Trust Company Limited	W. P. Lamm Estate Scholarship	30,000
		\$151,500

ENDOWMENT ASSETS - REAL ESTATE STATEMENT 11

Balance at June 30, 1959	\$175,061
Purchase of 220 and 224 Charles Street west	52,569
Balance at June 30, 1960	\$227,632
Comprising the following properties:	
220 Charles Street west	\$ 7,500
78 St. Mary Street	9,932
20 St. Mary Street (held for Frederick C. and Sheila Stephenson Trust)	12,600
23 Indian Street	18,000
1 St. Thomas Street	26,112
102 Charles Street west	20,563
21 Indian Street	27,865
10 and 10A Charles Street west	52,089
	\$227,632

VICTORIA UNIVERSITY
PRIZES, SCHOLARSHIPS, BURSARIES
AND STUDENT LOANS - CAPITAL FUNDS STATEMENT 12

Balance at June 30, 1959	
Add:	
Gifts	\$639,076
Transferred from revenue	84,350
Interest transferred from endowment income	35
	723,461
Balance at June 30, 1960	\$842,957

SPECIAL TRUSTS - CAPITAL FUNDS STATEMENT 13

Balance at June 30, 1959	
Add:	
Interest transferred from endowment income	\$105,747
Deduct - adjustment re prior year	331
	106,078
Balance at June 30, 1960	\$106,068

ENDOWMENT FOR CHAIRS AND OTHER DESIGNATED PURPOSES
AT JUNE 30, 1960 STATEMENT 14

M. R. Atkins Staff Retiring Allowance Fund	\$ 55,777
Sirge-Carmegie Library	50,000
George A. Cox Chair in New Testament	50,000
Sir Joseph Flavelle Chair in Oriental Languages	25,000
General Endowment - Theology - Emmanuel College	25,000
William Sookerman Chair in English	100,000
Mrs. William Sookerman Chair in French	40,000
Margaret Hopkins Cox Chair in Humanities	75,000
George Jackson Chair in English Bible	50,000
T. F. Linder - Bequest to Emmanuel College	30,000
John MacDonald Chair in Latin	36,427
Edna Phelps Hester Chair in Oriental Languages	20,000
W. E. H. Massey Chair in English Bible	60,000
Wart A. Massey Chair in Greek	60,000
Buller Chair in Ancient History	60,000
President's Chair	40,000
Spencer Chair in Bible	40,000
Jackman Sanford Memorial Lectureship	20,000
Victoria College Alumni Endowment	25,000
Victoria College Alumni Endowment	10,000
U.S. St. Andrews Chair in Public worship	5,562
	200,000
	\$975,180

Note: The above funds are invested in trustee securities as part of the endowment fund assets. Interest therefrom is credited to operating income and is expended as required by the terms of these endowments.

VICTORIA UNIVERSITY
 ENDOWMENT FUNDS FOR GENERAL PURPOSES

STATEMENT 15

Balance at June 30, 1959 and at June 30, 1960

\$2,136,313

Comprising the following:

Lillian Massey Treble Estate	\$1,376,405
Hart A. Massey Estate	200,000
Hanklin Fish Riggar Endowment Request	50,000
Campaign Fund of 1958	48,388
Jane Eleanor Lester Estate	26,000
	<u>\$2,136,313</u>

GENERAL INVESTING RESERVE

STATEMENT 16

Balance at June 30, 1959

\$2,114,255

Add Net gain on securities sold

7,721

Balance at June 30, 1960

\$2,121,976

VICTORIA UNIVERSITY
 PLANT ASSETS - REAL ESTATE

STATEMENT 17

Balance at June 30, 1959

\$2,990,686

Ac:

Cost of Margaret Addison Hall	\$1,254,872
Cost of 51 Bluenarth Road	48,573
Adjustment re Bluenarth property	(6,285)
	<u>1,303,160</u>

Balance at June 30, 1960

\$4,293,846

Comprising the following properties:

Campus, including land north of Charles Street and land on Bluenarth Street	\$ 479,777
Main Building	323,719
Memorial College	423,500
Sturge-Carnegie Library Building	76,408
Therese Hall and Men's Residence	763,272
Annexes Hall	175,000
Margaret Addison Hall	1,254,872
Winnipeg Students' Union	478,798
51 Bluenarth Road	48,573
Operaion	13,000
Field House	145,000
Parking Lot	25,957
82 St. Mary Street	20,000
85 Charles Street west	20,000
108 Charles Street west	7,500
110 Charles Street west	13,200
	<u>\$4,293,846</u>

PLANT FUNDS

STATEMENT 18

Balance at June 30, 1959

\$3,955,689

Add

Received on account of grant from Canada Council	\$ 300,000
Amount received from National Fund, University of Toronto	487,375
Donations received for Purchasing	8,813
Appropriation from operating income	55,000
Library books purchased	5,056
	<u>837,444</u>

Deduct amount written off library books

4,812,373

Balance at June 30, 1960

\$4,808,773

VICTORIA UNIVERSITY
GENERAL EXPENSE
FOR THE YEAR ENDED JUNE 30, 1960

STATEMENT 19

	1960	1959
ACADEMIC		
Travelling		
Moving expenses of new staff	\$ 1,259	\$ 1,486
Expenses of Principals' office	990	1,111
Composition and graduation expenses	680	650
Calendar and bulletins	686	750
Language laboratory	3,515	2,304
Miscellaneous	1,200	1,000
	<u>1,771</u>	<u>661</u>
	\$ 9,669	\$ 7,968
ADMINISTRATION		
Advertising		
Printing, stationery and office supplies	\$ 2,913	\$ 2,813
Postage	7,539	7,472
Travelling	1,755	1,648
Expenses of President's office	619	382
Postages	1,600	1,600
Public relations - "Victoria Reports"	5,156	4,935
Insurance	2,982	4,482
Miscellaneous	1,367	1,071
	<u>216</u>	<u>144</u>
	\$ 23,735	\$ 23,687

PLANT MAINTENANCE
FOR THE YEAR ENDED JUNE 30, 1960

STATEMENT 20

	1960	1959
Repairs		
Repairs and renewals	\$ 52,965	\$ 49,405
Supplies	13,530	13,783
Telephone	1,997	2,415
Furniture, furnishings and equipment	5,298	4,244
Insurance - property	2,424	2,431
Light, heat and water	3,729	3,985
Grounds expense	20,376	12,138
Insurance	5,548	5,209
Athletic facilities	2,227	1,866
	<u>\$106,029</u>	<u>\$100,071</u>

VICTORIA UNIVERSITY
GROUP INSURANCE, RETIRED ALLOWANCES AND PROVISION
FOR PENSION FUNDS
FOR THE YEAR ENDED JUNE 30, 1960

STATEMENT 21

	1960	1959
Group Insurance	\$ 1,160	\$ 1,120
Payments re staff contributory pension plans	30,698	40,096
Retiring allowances	14,523	13,226
Provision for Superannuation and Widows' Pension Fund	<u>18,232</u>	<u>18,518</u>
	\$64,613	\$72,956

LIBRARIES
SUMMARY OF INCOME AND EXPENDITURES
FOR THE YEAR ENDED JUNE 30, 1960

STATEMENT 22

	1960	1959
Expenditures		
Salaries and wages	\$68,404	\$61,116
Books, periodicals and binding	7,230	6,987
Supplies and stationery	1,025	648
Furniture and equipment	210	322
Publications	371	300
Miscellaneous	<u>586</u>	<u>586</u>
	77,730	74,405
Less Income		
Fines and sale of books	1,039	360
Interest on Sir Joseph Flavelle Estate Bequest	766	696
Interest on other Library Endowments	400	400
Sundry	<u>200</u>	<u>200</u>
	2,405	1,656
Expended - net (to statement 3)	\$75,325	\$74,749

VICTORIA UNIVERSITY
 AUXILIARY ENTERPRISES
 STATEMENT OF INCOME, EXPENDITURES AND APPROPRIATION
 FOR THE YEAR ENDED JUNE 30, 1960

STATEMENT 23

INCOME	Women's Residences	Widened Students' Union	Men's Residences	Book Bureau
Students' fees	\$168,013	\$ 6,563	\$ 138,063	
Vacation fees	22,170			
Cafeteria, coffee shop and dining hall				
Concessions, functions and sales	4,251	23,836	5,649	
Board and rooms of staff	2,140	330	3,269	30,315
Garage and parking	13,956	40	30,378	
Interest received	36		300	
	770		366	
TOTAL INCOME (\$452,648)	\$198,076	\$ 32,929	\$ 173,366	\$30,315
EXPENDITURES AND APPROPRIATION				
Food and confectionery				32,738
Cost of sales	\$ 48,541	\$ 30,997	\$ 49,460	
Salaries and wages including board and rooms of staff	79,720	16,676	93,130	7,316
Utilities				
Light and heat	20,264	4,038	15,328	
water	1,727	230	1,201	
Telephone	3,000	253	1,647	188
Laundry	15		4,607	
	26,986	4,441	22,763	188
Maintenance				
Amount written off renovation of furnishings			8,000	
Interest on advances for construction appropriation for renewals and replacements	9,126			
Repairs and renewals	12,000			
Insurance	11,569	647	12,432	
Supplies and sundries	2,300	700	2,700	366
Printing, postage and stationery	5,463	2,191	4,549	
Administration	64	20	364	
	1,330	470	2,700	
	42,672	3,028	29,635	366
TOTAL EXPENDITURES AND APPROPRIATION (\$476,189)	\$195,469	\$ 35,112	\$ 195,770	\$47,808
EXCESS OF INCOME OVER EXPENDITURES AND APPROPRIATION FOR THE YEAR (\$-21,541)	\$ 607	\$(-2,213)	\$(-22,402)	\$ 2,507

17

ALLEN, MILES, FOX & JOHNSTON

CHARTERED ACCOUNTANTS
 INCORPORATED IN CANADA

360 A (1)

INCORPORATED IN CANADA
 1100 WEST 101ST
 TORONTO 6, ONTARIO, CAN.
 TEL. 961-1111

INCORPORATED IN CANADA
 1100 WEST 101ST
 TORONTO 6, CANADA

November 8, 1960.

To the Board of Regents
 Victoria University.

Re: General Pension Plan

We have examined the General Pension Plan of the University which became effective on July 1, 1951, and have tested the transactions covering the operation of the plan for the year ended June 30, 1960.

For the purpose of determining the payments required to be made by the University to purchase the pension benefits outlined in the plan for each participant, we have accepted a schedule of such payments calculated by the North American Life Assurance Company.

In our opinion the transactions covering the operation of the General Pension Plan of the University for the year ended on June 30, 1960, as shown below, are in accordance with the provisions of the plan.

	By Participants	By Victoria University	Total
Payments under General Pension Plan	\$37,809.00	\$32,417.98	\$70,226.98
Payments under special arrangements on behalf of participant in United Church Pension Fund	<u>540.00</u>	<u>465.50</u>	<u>1,005.50</u>
Total Payments	\$38,349.00	\$32,883.48	\$71,232.48

Of the total payments of \$32,883.48 made by Victoria University, \$2,185.64 has been charged against the income of Auxiliary Enterprises and the balance of \$30,697.84 has been charged against the general operating income of the University.

Allen Miles Fox & Johnston

Chartered Accountants.

300 A (ii)

VICTORIA UNIVERSITY

December 15, 1960.

Dear Pension Fund Members:

At the suggestion of the Trustees of the Pension Plan I am enclosing a copy of the auditor's report of the fund for the year ended June 30, 1960.

You will recall that at the beginning of the 1959-60 academic year you were advised that, after a thorough examination of the situation, the Trustees found it necessary to discontinue the Canadian Government and the Teachers Insurance and Annuity Association as insurers under the Pension Plan because of the excessive cost and to appoint the North American Life Assurance Company in that capacity. As a result of this action the cost to Victoria University decreased from \$42,305.00 for the year ended June 30, 1959 to \$32,863.00 for the year ended June 30, 1960.

Of the \$38,349.00 paid by participants in the Plan a total of \$6,393.00 was paid as additional optional contributions by certain members. The total required contributions paid by all members under the Plan amounted to \$31,956.00 which was slightly less than that paid by Victoria University.

Since you were last advised the Trustees have added another optional type of benefit under the Plan referred to as a "Notched Annuity, integrated with the Canadian Old Age Pension". The effect of this option is to provide a larger than ordinary annuity during that early period of retirement when the participant does not receive the old age pension from the Government (to age 70 at present); on commencement of the old age pension the annuity is reduced by the amount of that pension. The participant electing this option is thus assured of a greater retirement income prior to receiving the old age pension and an equivalent income, when combined with the old age pension, over the remainder of his retirement period.

Each of the optional benefits provided under the Pension Plan produces an annuity of the actuarial equivalent of the basic annuity, which is a life annuity payable for five years in any event, i.e. guaranteed for five years. Although no decision should be made as to what option is taken until just before retirement, for your information the following summarizes the options available:

- Ordinary Life Annuity (no certain or guaranteed period)
- Life Annuity with a guaranteed period of ten years.
- Joint and Survivorship Annuity on the lives of the member and a designated beneficiary.
- Notched Annuity, integrated with the Canadian Old Age Pension.

As usual I am available to discuss with you personally any problem on pension matters that you may have.

Yours sincerely,


 A. M. Dinmore

 Secretary
 Trustees of the General Pension Plan.

 END:HM
 Encl.

ALLEN, MILES, FOX & JOHNSTON

Chartered Accountants

November 8, 1960.

 To the Board of Regents
 Victoria University.
Re: General Pension Plan

We have examined the General Pension Plan of the University which became effective on July 1, 1951, and have tested the transactions covering the operation of the plan for the year ended June 30, 1960.

For the purpose of determining the payments required to be made by the University to purchase the pension benefits outlined in the plan for each participant, we have accepted a schedule of such payments calculated by the North American Life Assurance Company.

In our opinion the transactions covering the operation of the General Pension Plan of the University for the year ended on June 30, 1960, as shown below, are in accordance with the provisions of the plan.

	By Participants	By Victoria University	Total
Payments under General Pension Plan	\$37,809.00	\$32,417.98	\$70,226.98
Payments under special arrangements on behalf of participant in United Church Pension Fund	540.00	465.50	1,005.50
Total Payments	\$38,349.00	\$32,883.48	\$71,232.48

Of the total payments of \$32,883.48 made by Victoria University, \$2,185.64 has been charged against the income of Auxiliary Enterprises and the balance of \$30,697.84 has been charged against the general operating income of the University.

"Allen, Miles, Fox & Johnston"

Chartered Accountants.

300 B

ANNUAL REPORT
of the
LIBRARY OF VICTORIA UNIVERSITY
1959-1960

November 10th, 1960.

To the President,
Victoria University.

The past year marks a milestone in library development on the campus of the University of Toronto, and was especially significant for Victoria University. Construction was begun on the new library building, which, eagerly awaited for twenty-five years, promises to be completed before the end of the current year, barring acts of God (or of unions).

This is a matter for rejoicing, because the new building will provide more commodious and desirable accommodation for staff, students and library resources and will also permit the introduction of modern techniques into our library procedure which will increase the effectiveness of our services to students and the teaching staff.

Library Integration

The year was marked also by a greater degree of integration of the libraries on the campus of the University of Toronto. The recent inauguration of the Library Council of the University, which brings heads of colleges and of Faculties, representatives of the teaching staff in all major departments and library administrators together for the consideration of library problems was an important step in the process of integration.

Among the library administrators themselves there was much more cooperation than in any previous year. Frequent meetings of librarians of the federated universities were held with the staff of the University of Toronto Library and that Library cooperated in various ways, including the provision of lists of recommended reading for the two lower years and the placing at the disposal of the cataloguing staffs all of the bibliographical resources of the Cataloguing Department of the University Library.

An initial start was made, also, on a projected union theological catalogue for the university campus. The card catalogues of Knox, Trinity, Wellesley and the Theological Book Room of Emmanuel College were photographed by the National Library, as part of a larger project which will include the incorporation of the card records, in all Faculties and Colleges into a master file, presumably at the University of Toronto Library.

Much of this activity and interchange of opinion is a direct outcome of the McLaughlin Report on Library Planning, although the various libraries have had this goal in mind for a number of years. The recommendation that the College libraries be asked to provide complete reading facilities for their students of the First and Second years (except in the field of Science) has launched the College librarians into a much wider orbit, with correspondingly heavier duties and more complex problems. A great deal of time and thought has been expended on the most effective way of dealing with this radical change. So far as Victoria University Library is concerned our book ordering in non-college subjects was stepped up considerably during the year, and the increase in our book appropriation will permit a further acceleration of pace. But the two major problems have not yet received a satisfactory solution. It is imperative that we know how much we will be committed to financially each year, in order to reach this objective and our moment considerably. Undoubtedly this is a goal which cannot be reached unless facilities for obtaining the required bibliographical information will have to be extended over a number of years.

Co-operation on library matters was not confined to the University campus. During the past year the Librarian visited a number of university librarians in Canada and the United States, to observe library techniques in operation, to consult on modern methods and modern equipment and to seek advice on how best to administer a more decentralized system than the present one. The proposed use of two buildings for the arts section of the library, the extension of the Theological section and the suggested removal of the Archives to a site further from the centre of administration will pose new problems in library administration.

The librarians visited gave freely of their time and advice and made a number of suggestions which helped the Librarian to decide on the acceptance (or rejection) of various new ideas in library administration. The librarians of Carleton University and of McGill University and the Lawent Library of Harvard University proved to be well worth the time expended on studying their construction and methods.

The Library was represented also at the Joint Conference of the Canadian and American Library associations held in Montreal with eight thousand librarians in attendance and at the annual convention of the American Theological Library Association held at St. Paul, Minn.

Special Donations

Among the donations received by the Library during the past year was a cheque for \$200.00 which was given by Mr. and Mrs. A. Patterson, and Miss Marian Patterson (Vic. '44) and Librarian of the Academy of Medicine. The gift was in memory of the late Miss Joan Patterson, whose sudden death in June 1959 deprived the Library of her services in the following year. Miss Patterson stipulated that the gift was to be used for some equipment that the Library would otherwise be unable to purchase. It was decided to use the money for the purchase of recordings of English, American and Canadian poetry to add to the nucleus now owned by the Library. The Librarian donated a record player to augment the gift.

Statistical Survey

The Statistical Survey begun in the preceding year was completed during the past year, and has proven its worth many times over. We now have a master file of slips showing the books circulated to First and Second year students during the past year in all subjects, the number of titles circulated, the frequency of circulation and the number of student borrowers. This information has helped us in determining the number of duplications needed in the various subjects, and has revealed our weakness or strength in various fields. It provides to be useful to the librarians of the other federated colleges in helping them to determine the basic titles in subjects required by students of the two lower years.

Student Assistants

The library received 2,600 hours of service from 25 student assistants, during the past year, 21 of whom were enrolled in Victoria College, 2 in Emmanuel College and 2 in the College of Education. The Emmanuel College and graduate students were employed as Desk attendants at nights and on Saturday afternoons. The remainder were used as stack attendants or in the Cataloguing Department. Students in modern language courses were especially helpful in typing and filing cards in foreign languages.

There are many disadvantages, of course, in having to rely so heavily on student assistants for specific tasks. The amount of time consumed in the fall term in retuning the system under way is a heavy burden on library administration. A major part of the librarian's time is taken up with interviews, instruction periods, the continuous adjustment of working schedules necessitated by frequent changes in academic Time Tables, the computation of Time sheets and other matters. The detailed training is an added burden on the heavily-pressed Circulation staff. Another handicap is created by the abrupt resignation, in mid-winter, of some of our best assistants occasioned by the pressure of their academic work. Thus, much of the time consumed in training them is lost, particularly, when, as frequently happens, they receive a scholarship or other financial aid in succeeding years which enables them to carry on without undertaking library work.

So far as the individual students are concerned we have few complaints to make. They are efficient, interested and loyal. The disadvantages, therefore, are almost all inherent in the system itself. But we are committed to it for a great part of our work in term time unless we can secure a greater number of trained assistants.

Use of Books

The total use of books, in arts and theology, was 99,010 an increase of 10 per cent over that of the preceding year. A detailed statement is appended to this Report. Marked increases were noted in the Stacks, the George Lacks Room and in the use of Reference books. There was an increase in the use of Theological books also, although the increase was not as spectacular as in the preceding year. The increased use of library resources by graduate students was a feature of the year's work, especially in the field of Canada. While the use made of our Special collections is not recorded since it is confined to the rooms in which this material is housed, the general

impression is that it bulked larger than in any previous year. Special arrangements have to be made in the case of such consultants, which include interviews, the provision of research facilities, and often involve considerable correspondence.

Withdrawals and Missing Books

During the past year the staff continued the task of withdrawing out-dated volumes on mezz from the Basement stacks and of re-arranging the space to relieve congestion on other floors. At the same time the inventory of stack books was completed.

Since we have decided to introduce the Open Stack system into our new library procedure, although the experience of the University of Toronto library tends to discourage it, we have been keeping careful watch on our missing stock statistics. Our losses for the past year, according to the records, were 110 volumes, with the major loss (107 volumes) from the stacks. This is not an accurate picture of the year's losses, however, because a complete inventory of the stacks had not been taken for three years. Moreover, at least a dozen of these volumes have been surreptitiously returned since the loss was recorded, which leads us to conclude that many of our reported losses are not permanent ones.

Our experience with Open Shelf rooms has been encouraging in the main. The spectacular decrease in missing stock in the Theological Reading Room since constant supervision was provided for that room justifies the conclusion that the Open Stack system will work provided there are adequate controls, continuous supervision and a reasonable supply of the titles in demand. In any case, in our new set-up we have committed ourselves to this procedure (which is the accepted one for most of the newer university libraries) and we are prepared to act as guinea pigs for the other libraries on the campus. If we are obliged to retreat from this position we can do so without causing much inconvenience to staff and borrowers because of the flexible arrangement of the new building.

Staff Changes

There were no changes in the personnel of our permanent staff. We added a part-time professional librarian to our Circulation Department in the person of Mrs. Stuart Coles, B.A., B.L.S., who had been a student assistant in her undergraduate days. Miss Janet Moffat, B.A. (Shibone), who was with us on a full-time basis during the past year is continuing in a part-time capacity in the current year and Miss Mary Williams, a graduate of the Library School and of the United Church Training School is also on the Circulation staff on a half-time schedule.

In conclusion I would like to thank the members of my staff for their good-humoured acceptance of the major discomforts occasioned by work on the subway construction during the entire year, and to express my appreciation for their loyal and efficient service in the performance of their various duties, in spite of the heavy handicaps of the past year.

I would like to express my gratitude to the other officers of Victoria University Library for their unflinching cooperation, and to all of

the members of the Library Expansion Committee who have given so generously of their time and talents to ensure a new building which will not be surpassed anywhere in Canada, at least. A special note of thanks should be recorded for the work of the Chairman, Mr. Wood, and the Secretary, Mr. Stokes, for their meticulous oversight of all the details of construction of the new building whose completion we are awaiting with excitement and enthusiasm.

All of which is respectfully submitted,

Margaret V. Bar
 Librarian.

STATISTICAL REPORT 1949-1960

Acquisitions

Books added by purchase	1,214	volumes
Books added by donation (including university and government material)	857	"
Pamphlets	<u>360</u>	"
Total	2,431	"

Withdrawals

Discards (mainly outdated material from Basement Stacks)	2,104	"
Missing books (Stacks 102*, Th.R.H. 10, GLR 15 Ref. 13)	<u>160</u>	"
Total	2,264	"

Binding and Book Repair

Books bound (by commercial bindery)	164	"
Periodicals bound (by commercial bindery)	82	"
Books mended (by lending staff)	1,380	"
Books lettered (by binding staff)	<u>3,067</u>	"

Cataloguing

Books catalogued (for Victoria University Library, 2,071; Archives, 39; Addison Hall, 495; Tacksberry, 40)	2,645
Pamphlets catalogued	<u>360</u>
Books reclassified, recatalogued, etc.	1,821
Total	4,826
Cards typed	15,495
Cards filed	<u>19,704</u>

Registered borrowers

Teaching staff (Victoria and U. of T.)	75
Undergraduates	1,520
Graduates	390
Extension service and Occasionals	<u>128</u>
Total	2,113

* No complete inventory had been taken for three years.

CIRCULATION STATISTICS 1959-1960

By Year

First Year	22,431	
Second Year	25,344	
Third Year	19,151	
Fourth Year	5,295	
Graduates & Staff	<u>6,010</u>	78,236

By Subject

Ancient History	3,734	
Art	651	
Economics	1,690	
English	21,623	
French	3,546	
Geography	750	
German	969	
Greek and Latin	4,755	
Minor Languages, etc.	277	
Modern History	12,436	
Music	107	
Philosophy	3,111	
Political Science	3,155	
Psychology	703	
Religious Knowledge	1,645	
Science	1,010	
Sociology	1,932	
Government Documents	216	
Pamphlets	856	
Periodicals	2,044	
Reference	6,013	
Examination papers	<u>6,922</u>	78,236

Arts circulation

Stacks	55,284	
George Locke Room	16,579	
Modern Language Study	400	
Reference Room	<u>6,033</u>	78,236

Library circulation

Home reading and Study Room	20,774	
Total use of books	99,010	
Increase over previous year	9,504	

VICTORIA UNIVERSITY LIBRARY

Financial Statement for year ending June 30, 1960

REVENUE

Balance carried forward at June 30, 1959 \$ 728.12

Income

Grant from Board of Regents	\$55,000.00	
Interest on Flavells Bequest	766.06	
Interest on Endowment	90.00	
Class of 1928 Fund	240.00	
Interest on Library Reserve Fund	70.00	
Fines	341.50	
Sale of books	89.89	
Refund from United Church Archives	600.05	
Donation in memory of Miss Jean Patterson	<u>200.00</u>	157,801.50
Total revenue		\$58,529.62

EXPENDITURE

Salaries, permanent, including Archives	\$43,000.00	
Salaries, temporary	5,404.04	
Books	6,056.00	
Periodicals	1,170.61	
Binding	483.79	
Furniture	210.53	
Publications (Archives Bulletin)	371.00	
Supplies and Stationery	<u>1,024.74</u>	57,730.71

Unexpended balance \$ 798.91

VICTORIA UNIVERSITY LIBRARY

Financial Statement 1959-60 (continued)

Special Funds

(1) <u>Reserve Book Fund</u>			
Balance carried forward at June 30, 1959	\$ 227.33		
Expenditure, 1959-60	- --		
Balance at June 30, 1960	<u>227.33</u>	\$ 227.33	
(2) <u>Archives Equipment Fund</u>			
Balance carried forward at June 30, 1959	\$ 43.71		
Expenditure, 1959-60	- --		
Unexpended balance at June 30, 1960	<u>43.71</u>	\$ 43.71	
(3) <u>Donor Request -</u>			
Balance carried forward at June 30, 1959	\$1,148.50		
Expenditure, 1959-60	- --		
Interest for year	<u>40.50</u>		
Unexpended balance at June 30, 1960		\$1,189.00	
(4) <u>Class of 1927 Capital Fund</u>			
Balance carried forward at June 30, 1959	66.50		
Expenditure, 1959-60	- --		
Interest for year	<u>2.50</u>		
Unexpended balance at June 30, 1960		\$ 69.00	
(5) <u>Weyson Foundation (Coleridge Fund)</u>			
Balance carried forward at June 30, 1959	\$1,776.80		
Expenditure, 1959-60	- --		
Interest for year	<u>62.50</u>		
Unexpended balance at June 30, 1960		\$1,839.30	

300

The Archivist's Report for the Year 1959-1960

To the President,
Victoria University

During the past year work in the Archives has gone on pretty much along the same lines as in the past. Since it is carried on under the joint sponsorship of the University and the Church's Committee on Archives, it may be expected that I should find it necessary to refer in this report to some matters which are the special responsibility of the Committee on Archives but which are also of interest and concern to the University.

Dr. Pierce I must mention, first of all, the retirement of Dr. Lorne Pierce from the Chairmanship of the Committee on Archives and the appointment of the new Chairman, Dr. John Webster Grant. Dr. Pierce has been a strong supporter of our Archives for many years. He became a member of the Committee on Archives in 1928 and its Chairman in 1946. He has been an aggressive leader in our cause. He has never let us forget a single aspect of the work we are charged to do. He has advanced the academic side of our work by the establishment of the Keith and Lorne Pierce Scholarship. He has been a source of inspiration and encouragement to the Archivist. He has given wise guidance in the acquisition of new material, and through his many contacts in the world of culture in Canada he has drawn the interest and assistance of historians, librarians and archivists to our cause.

Dr. Grant While we regret that Dr. Pierce has relinquished the Chairmanship of the Committee on Archives, we are nevertheless fortunate in two respects. First, he will continue to be a member of the Committee. Second, he has been succeeded as Chairman by Dr. John Grant. From the point of view both of the University and the Church the General Council could not have made a better appointment to the Office, and there is every reason to be confident that Dr. Grant will make a great contribution to the development of our Archives.

Index to Guardian Early this year the Committee on Archives was given the sum of \$500 for the purpose of indexing The Christian Guardian. Fortunately we were able to get the services of a competent person during the summer to undertake the task, and in four months Miss Phyllis O'Neill was able to index the Guardian for the period 1927-1960 and type the cards for all the entries. For this short period over 8000 cards were added to our general index. The total cost of the work was over \$1000, which will necessitate drawing upon the Committee's Reserve Fund for more than \$500. Even this small beginning will be of incalculable benefit in the work of historical research.

Weyson Calendar Another aid to research has been completed. Some time ago the Committee on Archives agreed to have Dr. Sisson's Calendar of the Weyson Correspondence published with the assistance of the Public Archives. This required an expert job of typing in order that the calendar might be printed by the off-set method. The 344 page - 150,000 word document was typed by Miss O'Neill, and is now ready for printing.

Research Three kinds of research are being carried on in the Archives, and it is possible that during the past year the largest volume of research in the history of the Archives has been carried on. First, there is the research carried on by the undergraduate and graduate students of Victoria University, the University of Toronto, and other Universities. At the Convocation of Victoria University last spring two of the three candidates who received the degree of Doctor of Theology and one of the three candidates who received the degree of Master of Theology, prepared their theses on the basis of material in our Archives. At present two candidates for the Th.D. at Victoria, and one candidate for the Ph.D. at Boston University are preparing theses in dependence upon our Archives. In addition, nine candidates are regularly using the Archives in their work for the Th.M. degree and two for the B.D. Two fourth year students in Arts have been assigned research projects of major significance in the field of Canadian Church History by the Department of History of the University of Toronto, and are working in the Archives. Several undergraduates of Emmanuel College are doing directed research with us.

The second kind of research carried on in the Archives is by persons not engaged in formal academic studies. For example, Miss Margaret Brown is working on a history of the Woman Mission. Dr. William Scott has been at work on a history of our Mission in Korea; others are interested in congregational histories; still others in family histories, and so on. In all, our Register has recorded a total of 90 different persons who have used the Archives during the past year, and these 90 persons, in that period, signed in a total of 500 times, while many persons did not sign the Register.

The third kind of research is carried on by the staff of the Archives. We receive many requests by mail and phone not only for baptismal and marriage certificates, but also for historical and biographical information for churches and individuals. During the past twelve months we answered 71 requests for information, some of which required as much as two or three days of research. In the same period we received by mail 86 requests for baptismal certificates, of which we were able to provide only 8. We also received dozens of requests for various kinds of information by phone of which we have kept no record.

Witch and Lemie Pierce Scholarship This scholarship was awarded last spring to the Rev. N.W. Barker, M.A., S.T.B., a candidate for the degree of Doctor of Theology.

Accessions Recently there have been no accessions of a sensational kind, although we have obtained two items of special interest. We had specially made from a negative used at the time of Union a large composite photograph of the members of the First General Council of the United Church of Canada, which is now framed and hanging in the Archives. The other item is a framed "address to Mr. William Porter and other brave men" who went in the interest of civil and religious liberty from Ottawa to Montreal to attend the funeral of Thomas Scott Macdonell, who had been murdered, apparently, in the Orange Parade on July 12, 1877, in Montreal. This particular copy was presented to the Archives by the Rev. Professor Greer Boyce.

We have received the records of some 16 Pastoral Charges and several Presbyteries and Conferences, many historical pamphlets of conversations, and countless small items. During the year some 32 pamphlets and 10 booklets were purchased.

The Bulletin The Bulletin, Number 13, was published in September of this year. This annual publication, published jointly by Victoria University and the Committee on Archives, can hardly be called popular, but it has been widely accepted and well received. Six hundred copies of Number 13 were printed, of which about 500 copies went out to the institutions and individuals on our mailing list, and about 50 were taken up at the General Council. Since there is a continued request for all Numbers of The Bulletin, we are not worried about keeping a large and unused stock. The articles of chief interest in this issue are: Dr. Pierce's last word as Chairman of the Committee on Archives - A Progress Report; The Use of Catechisms and Syllabics by the Early Missionaries of Rupert's Land by T.C.B. Boon; Churches and Church Records in the History of the Canadian West by L.G. Thomas; and The Papers of Daniel Fidler edited by Goldwin French.

Other Matters The matter of the binding and re-binding of books and periodicals is an increasingly important one as these become older. If The Christian Guardian, for example, is to survive, it must be re-bound at proper intervals, and the same applies to other documents in the Archives which are used constantly. This year the Committee on Archives budgeted for some of this work, and we have had bound or re-bound 11 volumes of The Christian Guardian, several volumes of the Reports of the Missionary Society of the Methodist Church, United Church Year Books, several volumes of the Annals and the Record of Proceedings of the General Council, and a few other books.

It is unnecessary for me to report in detail here on my trip to the General Council and the western Archives of the Church earlier this Fall, but I think two observations may be worth recording. First, everywhere in the West (and this is true of the Centre and the East, too) the value of Archives is acknowledged and their importance appreciated, but their development is hindered by the lack of space. Financial support is not as great a problem as that of adequate space. The difficulties of providing space are neither small nor simple, but the important thing is that everywhere, I have found, there is an awareness of what Archives mean to the Colleges, the Church and the nation, plus the desire and the determination to keep them and provide for them somehow on the campus. In this matter Victoria University has been a pioneer in Canada and has put the whole Church in its debt.

The other observation is that the present set-up of our Archives, with the Central Archives at Victoria University and Conference Archives at other College centres is almost ideal. This may seem a strange thing to say, but I think it can be supported. If this arrangement were necessary because of narrow sectionalism, it would not be an ideal one, but I have found practically none of this, although there is bound to be a certain degree of local and sectional pride of the more justifiable sort, and surely this is a good thing, a natural concomitant of a genuine historical interest. What I am getting at here is that everywhere there is a desire to maintain Conference Archives at the appropriate centres along with a

fine willingness to co-operate with each other and with the Central Archives. This is much to everyone's advantage. We need to have our Archives distributed throughout the country to keep up local interest and to facilitate local research. But we also need co-operation and integration because we are ultimately interested in the whole Church and the whole nation - and the whole world! Hence the importance of such projects as adequate cataloguing and indexing of our holdings in all the Archives with a view to the formation of a master-index. My talks with those concerned, both in the East and in the West, indicate their readiness to co-operate heartily at every possible point.

Conclusion I record here my gratitude to you, Dr. Moore, for continued support and encouragement, and to Miss Ray for friendly and helpful co-operation, as well as to the Board of Regents and the Library Committee.

Respectfully submitted,

Arthur G. Reynolds
Archivist

VICTORIA UNIVERSITY

Report of the Dean of Women to the Board of Regents for the year 1959-1960

Naturally, 1959-1960 is remembered especially as the year in which Margaret Addison Hall was opened. Residents and non-residents, men and women, undergraduates and graduates, university officials and the public all took a lively interest in the event. After a year's use, it may be reported that in almost every way the new Victoria College women's residence is a success.

To name the unusual features only, the curved halls create inside the illusion of smaller house units, the hall carpets reduce the internal noise to a fraction of the former torment (if only the external noise were equally amenable to reduction, we should all be happier), the bedrooms and the common rooms have proven comfortable and spacious, the wall cork boards have been used for pictures and the accumulation of records of student activities (only one student broke the rule and hung pictures on the other walls) and the elevators have been popular and relatively free of critical breakdowns.

The Canada Council library, both in its decor generously provided by the Alumnae Association from the proceeds of its mammoth bazaar, and in its function as a centre of university life has been much appreciated. Miss Jay Macpherson, senior don in residence, undertook to order books and under her guidance, the library shelves are gradually filling with a varied and impressive selection. And so we might go on.

There have been crises and inconveniences, generally caused by subway construction. The worst of these was the sixteen hours during which the water was turned off because of a puncture in the main.

The best feature of the new residence arrangements has been the almost universal delight of the students themselves. They have enjoyed the comforts, the beauty inside and out (the gardens have been not least of the appreciated gifts) and, on the whole, they have shown a sense of responsibility for maintaining the building and its properties. The students were well satisfied too with Annealey Hall, improved to match Margaret Addison Hall with curtains on the bedroom windows, common rooms and kitchens on the floors.

Still speaking of residences, it might be of interest to the Board members to note the geographical distribution of the residence population, all Victoria College students.

In 1959-1960, it was as follows:

Home Address	1st year	2nd year	3rd year	4th year	Total
Port Credit	6	3	-	-	9
Metropolitan Toronto	2	8	12	5	27
Out of Toronto Area	71	66	64	14	215
	79	77	76	19	251

Although this report deals only with last year, the statistics for the current year may point up a problem for the future, if the present trend continues:

Home Address	1st year	2nd year	3rd year	4th year	Total
Port Credit	-	8	3	-	11
Metropolitan Toronto	-	-	2	1	3
Out of Toronto Area	87	60	64	28	239
	87	68	69	29	253

Wynilwood was used practically to capacity by Victoria College societies, University of Toronto societies (one-third of their meetings) fringe groups such as the Goethe Society and the Toronto Classics Club, and general meetings of the Friends of the College, the Alumnae Association, the Victoria Women's Association, etc. Continuous cleaning and re-arrangement goes on, taxing the resources of the warden, Miss Van Allen, and her staff, but making, so far, pretty adequate provision for a vast number of extra curricular and some academic activities. The House Committee appointed by the Victoria College Union kept an eye on the uses of the Union and suggested improvements. The new tables and chairs in the Coffee Shop have been enthusiastically received.

There were 680 women in the college, an increase of about 60 over the previous year. They represented 43% of the College registration. As usual they were active in all the College activities. And as usual they carried off a proportionate number of scholarships and first class honours.

Among the extra-curricular activities that might be thought of as public relations, there were the monthly Picture Exhibitions so beautifully organized by Mrs. Frye and so generously supported by Mr. Douglas Duncan; there were the Wynilwood Sunday Evening Concerts, with small but faithful and enthusiastic audiences. To these enterprises the undergraduates made major contributions both as members of the organizing committees and as participants, in the student art exhibition and in the student concerts. One of the student concerts was that of the Chapel choir under the direction of Mr. Eric Hollinson performing a long-to-be-remembered Bach Cantata, translated by Jay Macpherson and accompanied by James Carscallen.

Thanks must go to many, the officers and clerical staff of Victoria College, the dons in residence, the household staff in Wynilwood and the residences, the maids and janitors. The College may, I believe, be proud of the services it receives from a very large number of men and women generous in the extreme in their devotion to its well-being.

Jessie Macpherson
Dean of Women

TABLE I

VICTORIA UNIVERSITY
SUMMARY OF ENROLLMENT 1959-60

<u>VICTORIA COLLEGE</u>	<u>Men</u>	<u>Women</u>	<u>Total</u> <u>1959-60</u>	<u>Total</u> <u>1958-59</u>
Undergraduates	826	680	1506	1356
Special Students	7	3	10	16
	<u>833</u>	<u>683</u>	<u>1516</u>	<u>1372</u>

EMMAZEE COLLEGEIntramural *

Graduate Students
Undergraduates
(includes 9 B.S.E.)
Occasional Students

72	-	72	42
84	11	95	107
4	4	8	6
<u>160</u>	<u>15</u>	<u>175</u>	<u>155</u>

TOTAL STUDENTS IN ATTENDANCE

1691	1527
------	------

STUDENTS GRADUATED 1960

Arts and Commerce (May 1960)	258
Doctor of Theology	3
Master of Theology	3
Bachelor of Divinity	21
B.S.E.	3
Diploma	24

TABLE II

VICTORIA COLLEGE
ENROLLMENT 1959 - 1960

	<u>Men</u>	<u>Women</u>	<u>Total</u> <u>1959-60</u>	<u>Total</u> <u>1958-59</u>
First Year	332	244	576	529
Second Year	255	217	472	404
Third Year	178	175	353	295
Fourth Year	61	44	105	128
	<u>826</u>	<u>680</u>	<u>1506</u>	<u>1356</u>
Special Students	7	3	10	16
	<u>833</u>	<u>683</u>	<u>1516</u>	<u>1372</u>

TABLE III

VICTORIA COLLEGE

ENROLLMENT BY COURSE - 1959-60

College Year	I	II	III	IV	Total
GENERAL COURSE	182	222	190	-	594
GENERAL COURSE IN SCIENCE	50	32	-	-	82
REGULAR COURSES					
Classics	-	1	3	-	4
Eng. Lang. & Lit.	16	16	9	7	48
Latin (Eng. or Ital.)	1	1	-	-	2
Latin (French or Greek)	4	7	1	2	14
Modern History (Eng.)	13	4	-	-	17
Mod. Hist. & Mod. Lang.	7	4	2	-	13
Mod. Lang. & Lit.	30	17	11	7	65
A.F.S.S.	1	2	-	1	4
Slavic Studies	-	-	1	-	1
Art & Archaeology	6	4	2	4	16
Music	-	1	-	-	1
Philosophy (Eng. or Hist.)	5	6	1	1	13
Soc. & Phil.	129	-	-	-	129
Anthropology	-	3	3	2	8
Modern History	-	30	24	11	65
Philosophy	-	1	2	4	7
Pol. Science & Economics	-	21	12	14	47
Psychology	-	15	6	7	30
Sociology	-	4	2	-	6
M.P.C.	68	-	-	-	68
Science	14	-	-	-	14
M. & P.	-	21	13	8	42
P. & C.	-	4	3	-	7
P. & G.	-	1	-	2	3
Chem.	-	1	3	2	6
Biol.	-	5	1	1	7
Food Chem.	-	1	1	-	2
Geog.	-	4	5	2	11
Geol. Sciences	-	2	3	2	7
P. & B.	-	7	4	-	11
Household Economics	11	14	22	4	51
Commerce & Finance	39	21	27	19	106
	576	472	353	105	1506
1958-59	529	404	295	128	1356

TABLE IV

VICTORIA COLLEGE

GEOGRAPHICAL DISTRIBUTION 1959-60

SUMMARY	I	II	III	IV	Total
Metropolitan Toronto	392	324	210	67	993
Ontario	174	129	126	37	466
Alberta	1	1	-	-	2
British Columbia	-	1	-	-	1
Manitoba	-	1	1	-	2
New Brunswick	-	1	-	-	1
Newfoundland	-	-	2	-	2
Nova Scotia	-	-	-	-	-
Prov. Quebec	1	1	2	-	4
Saskatchewan	1	1	1	-	3
Prince Edward Island	1	1	-	-	2
U.S.A.	2	1	-	-	3
England	1	-	1	-	2
Bermuda	1	1	-	-	2
British West Indies	2	0	0	-	18
Ghana	-	1	2	-	3
Holland	-	1	-	-	1
Germany	-	-	-	1	1
	576	472	353	105	1506

PERCENTAGES OF TOTAL

	I	II	III	IV	Total
Toronto (Metropolitan)	67.9%	68.6%	60.0%	63.8%	65.9%
Remainder of Ontario	30.2%	27.2%	35.6%	35.2%	30.9%
Outside Ontario	1.9%	4.1%	4.4%	1.0%	3.2%

TABLE V

<u>VICTORIA COLLEGE</u>						
<u>RELIGIOUS NOMINATION 1959-60</u>						
	<u>I</u>	<u>II</u>	<u>III</u>	<u>IV</u>	<u>Total</u>	<u>%</u>
United	318	213	213	72	816	54.2
Anglican	101	62	46	14	223	14.9
Presbyterian	39	40	33	5	117	7.7
Baptist	16	16	9	3	44	2.9
"Protestant"	21	95	2	1	119	7.9
Miscellaneous	67	37	41	9	154	10.2
No religion given	14	9	9	1	33	2.2
	576	472	353	105	1506	100.0

TABLE VI

<u>MANUEL COLLEGE</u>		
<u>INTRAMURAL STUDENTS</u>	<u>1959-60</u>	<u>1958-59</u>
Graduate students in Theology	4	3
Undergraduate students in Theology:		
First Year	31	35
Second Year	28	26
Third Year	27	33
P.H.E.	9	13
Occasional students	8	6
	107	116
Part-Time Intramural students:		
Candidates for Th.M.	52	29
Candidates for Th.D.	16	10
	68	39
GRAND TOTAL	175	155
Included in the Victoria College enrolment for 1959-60 there were 46 certified candidates for the ministry pursuing their Arts course, and distributed as follows:		
First Year	10	14
Second Year	17	15
Third Year	14	7
Fourth Year	3	5
Special Students	4	10
	48	51
arts students enrolled in Religious Knowledge	495	474

TABLE VII

VICTORIA COLLEGE
STUDENTS IN RESIDENCE

a) Victoria College - Number of students in residence

	I	II	III	IV	Total	Grand Total
<u>1959-60</u>						
Men	67	42	37	12	158	413
Women	80	81	74	20	255	
<u>1958-59</u>						
Men	56	49	29	27	161	371
Women	75	65	51	19	210	

b) Victoria College - Total Regular Enrollment

	I	II	III	IV	Total	Grand Total
<u>1959-60</u>						
Men	332	255	178	61	826	1506
Women	244	217	175	64	680	
<u>1958-59</u>						
Men	293	214	141	87	735	1356
Women	236	190	194	41	621	

c) Victoria College - Percentage of students in residence

	I	II	III	IV	Total	Grand Total
<u>1959-60</u>						
Men	20%	16%	21%	20%	19%	27%
Women	32%	37%	42%	49%	38%	
<u>1958-59</u>						
Men	19%	23%	21%	31%	22%	27%
Women	32%	34%	33%	46%	34%	

d) Memorial College - Number of students in residence

	I	II	III	Post Graduate	Total
1959-60	13	15	10	2	40
1958-59	19	10	10	2	41

VICTORIA UNIVERSITY

300 J

REPORT OF THE BURSAR TO THE BOARD OF REGENTS
FOR THE YEAR ENDED JUNE 30, 1960

I appreciate the privilege of having this opportunity each year to report direct to the Board of Regents. While the Report is factual for the period ending June 30th, so much occurs during the summer holiday period that to have a true picture of the situation as seen by the Bursar, the Report must extend through to this present month.

The Bursar's responsibilities are set out in By-law III, subsection 5: "The Bursar shall be the chief financial officer of the University, responsible to the President. He shall have general supervision of the business administration and accountancy of the University, including all its auxiliary enterprises".

To better understand the Bursar's duties it should be noted that the term "auxiliary enterprises" embraces Burwash Hall and Men's Residences, Women's Residences including Wymilwood Students' Union, and the Book Bureau. General supervision is also given to the operation of our Living Endowment and the maintenance of Graduate Records. Applications for Student Loans are made in the Bursar's Office. As secretary of the Board of Regents and secretary of its Standing Committees, the Bursar should have a very broad understanding of all our problems other than those of a strictly academic nature.

Our Financial Statement for 1959-60 includes a Report from our Treasurer. Many items heretofore referred to in the Bursar's Report are now covered in the Treasurer's Report. This year the Financial Statement is being mailed with the notice for the Annual Meeting so that an opportunity is given all members to study it prior to its formal presentation. A careful examination of the Report indicates that again Victoria has had an exceptionally fine year financially. With a substantial increase in enrolment and higher academic fees, our current position is one which can be viewed with some considerable satisfaction.

The National Fund & The Living Endowment

The campaign for the National Fund was launched late in the Fall of 1959 and canvassing continued until May of this year. Several members of our Board and many of our graduates took a leading and active part in the campaign. The Federated Colleges receive 25% of the net receipts, with Victoria's share set at 11½%. To the end of October Victoria has received \$570,375. By arrangement with the National Fund, we postponed our annual appeal for the Living Endowment until the first week in June. As of October 31st we have received

\$11,078. Throughout the summer and continuing right up until now, scarcely a day passes without a few donations being received. The usual "Last Call" post-card will be mailed to all graduates early in December. In my view, results have been surprisingly good - no personal solicitation of any kind whatsoever has been made and on account of the late launching of the appeal the usual early summer follow-up was not made. Over \$160,000 has been received since Charter Day, 1952 when the appeal was launched.

The Canada Council

I should mention the splendid and prompt co-operation we have been receiving from the officers of the Canada Council in respect to grants for both Margaret Addison Hall and our new library. Cheques for payments to which we are entitled on filing of the appropriate certificates are received within a very few days. Reference is made in the Treasurer's Report to the increased grant we are receiving for the library. Cheque for \$110,470. was received covering our first draw on completion of the foundations.

Auxiliary Enterprises

Burwash Hall & Men's Residences

For the first time in some years this operation has resulted in an operating deficit of \$22,401. after charging the usual depreciation of \$8,000. against furnishings. The main cause of this loss results from higher wages and the employment of a supervisor in charge of maintenance and operation of the Residences. A year ago our employees were of a lower grade than that required to adequately carry out their duties; some fault lay in the low wages we were paying and in the lack of competent daily supervision of their duties. These faults were eliminated and throughout the past academic year noticeable improvements have resulted. Maintenance costs are high, which cannot be avoided in buildings which have been in constant service since 1913. Substantial sums have been spent this past summer in redecorating and refurbishing and today our Men's Residences compare favourably with any Men's Residence on the University campus.

Burwash Hall, the Men's Dining Hall, has received considerable attention resulting in radiators of 1913 being replaced; the floor has been sanded for the first time since anyone can recall. The installation of a new dish washing machine, while very costly, is proving its worth.

It was made abundantly clear to all men in residence that the small increase in fees for the current year was necessary through payment of higher wages and increasing maintenance costs and had no relation to the extensive furnishing programme, which latter was charged as a capital expenditure.

With the ever-increasing number of banquets and other functions our dietitian, Miss Elizabeth Hewson and her staff deserve the highest praise for quality of meals and excellent service provided. This year Mrs. Lamont, who has wide experience, has been employed as assistant to Miss Hewson.

Women's Residences

It is very gratifying to report that the Women's Residences, Dining Hall and Cafeteria had a small surplus after \$12,000. had been appropriated for renovations. Special mention should be made of Margaret Addison Hall for its first year of operation, which showed a surplus of \$366., after charging just over \$9,000. for interest on funds loaned to complete construction of the building.

The improvements made in Annesley Hall - small new Common Rooms and kitchenettes on second and third floors, and new drapes throughout have given general satisfaction. Today I have the very definite impression that the girls in Annesley are quite as happy and comfortable as those living in Margaret Addison Hall.

Wynilwood Students' Union

A deficit of \$2,212. has resulted from this operation, which is some \$700. lower than the previous year. The Coffee Shop receipts were higher, which largely accounts for the smaller deficit. Men's fees for the Union have been increased from \$5.00 to \$7.00, and the Women's fee reduced from \$10.00 to \$9.50. It is expected this will result in our having no deficit this current year. Current receipts for the Coffee Shop are higher than a year ago. The new chairs and tables are a vast improvement over our original equipment.

The supervision given by Miss Margaret Van Allen and the work accomplished by the two dietitians, Miss Gilbraith and Miss Minchelliff, throughout these several operations must be seen to be fully appreciated. Victoria is fortunate in having three such capable and interested persons looking after the living of the girls in residence.

The Book Bureau has again had a successful year. The new lighting installed a year ago has added greatly to the pleasure of visiting the Book Bureau where everyone receives prompt, courteous and friendly attention from Miss Trott, whose capable management has resulted this past year in our sales for the first time exceeding \$50,000. These increased sales have resulted in a surplus of \$2,507. At this time may I again remind all members that the facilities of the Book Bureau are available and that you will be most welcome if you drop in to browse around, or, if this is not possible, place any orders by telephone and they will be given careful and prompt attention.

Summer Business

My Report has always covered the summer just past, being the period from early June to early September. A year ago good business was done, which resulted in total receipts of \$37,802. This past summer, thanks largely to Margaret Addison Hall, our total receipts amounted to \$46,104. made up as follows:

Annesley Hall	\$3,495.20	
Margaret Addison Hall	23,306.15	
Dining Hall	<u>4,399.12</u>	\$31,800.47
Men's Residences	13,181.50	
Dining Hall	<u>1,122.46</u>	<u>\$44,903.96</u>
		\$46,104.42

All were delighted with these results, which incidentally would have been considerably better if two major conventions in the Fall had drawn the number for which reservations had been made. Other residences on the campus were also "let down" and studies are presently being made as to how a repetition of this may be avoided in the future.

The revenue earned by the Men's Residence's was \$3,500. lower than a year ago, but taking into consideration the extensive painting jobs throughout the four North Houses (delayed some weeks by a strike) and the redecorating and refurnishing completed in the five lower Houses, I consider ourselves extraordinarily fortunate in being able to handle the business that came to us. We are considerably indebted to Mr. Samuel (Porter) and Mr. Fife (Supervisor) for their patience and understanding through a very trying and, at times, irritating summer period.

Buildings

Bearing in mind that our first building was opened in 1892 and is still in use seven days a week throughout the term and that today our buildings are spread over an area of approximately fourteen acres, gives an indication of the responsibilities placed in the hands of our Superintendent of Buildings and Grounds, Mr. Fred C. Stokes.

Our current programme for better maintenance and physical improvements first definitely scheduled a few years ago has progressed. Renovation of buildings and Renewal of Equipment has resulted in a heavy annual expenditure. We have been fortunate in having a Reserve to which such essential expenditures could be charged. During the year ending June 30th, the following expenditures have been paid for out of the Reserves:

Revestroughing Burwash Hall and Men's Residences	\$3,100.
Paving tennis courts	6,432.
Freight elevator, Burwash Hall	14,209.
Tuck-pointing of Brickwork, College & Residence Buildings	6,971.
Alterations, 51 Binscarth Rd.	16,990.
Alterations, Annesley Hall Kitchen	11,251.
Alterations & refurnishing President's Office	1,073.
Alterations, Coffee Shop	1,746.
Miscellaneous Items	<u>3,743.</u>
	\$65,715.

The three year tuck-pointing job on the Pain Building was completed during the past year; also completed last year was the new roof on Burwash Hall. Extensive repairs to the roof of Emmanuel College were completed and now it appears that such more work must be done on the walls of Emmanuel College. Tuck-pointing of Annesley Hall, (opened in 1903), has been about half completed. Essential work on exterior of Men's Residences has been completed and today, with the exceptions noted, our physical plant as required for academic and residential purposes is in good shape.

The gymnasium has received only barely sufficient attention to keep it in operation. Our dream of a new gymnasium is still a dream and shall probably so remain until a benefactor sees our need and gives us something like three-quarters of a million to make our dream come true. Our "gym" does a big business - we lease it to the University for basketball for fifteen hours a week from January to March; our own men and women students (largely those in residence) have their basketball schedules. The one "outside" group that we have is St. Basil's Junior School, which has the gym daily at noon. The youngsters that practiced here last year won their division of the Catholic League. This arrangement is on a good will basis and no rental is charged.

The lower floor of the building is our carpentry shop.

Houses on Charles and Sultan Streets

Two additional pieces of real estate were purchased last year out of endowment funds - 100 and 104 Charles Street. We now own all the houses on the north side of Charles Street from the corner of St. Thomas Street to our Playing Field. 100 and 102 Charles Street are rented for a rooming house and offices respectively, 21 and 23 Sultan Street are also rented and used in the same manner. While alterations at 104 Charles Street were being proceeded with so that the house might be adequate to accommodate domestic staff formerly housed at 151 Bloor West, City authorities insisted a fire escape be installed. Today 104 Charles Street, with an extra bathroom added, complete redecorating job, new heating plant and completely rewired, affords a pleasant home for some twelve or fourteen of the domestic staff employed in the Women's Residences. Considerable decorating was done in 106 Charles, also some work on the foundations, and our tenant, Colonel Crawford Greer, (a member of the University Staff), is more than happy to remain. No work was required at 108 Charles Street - the ground floor is occupied by the Porter of Burwash Hall and his wife, and the upstairs we have for domestic staff. The Senior Tutor, Dr. C. C. Love, has his home at 110 Charles Street and here also some redecorating has been done.

4 St. Thomas Street

Last year notice was served on all tenants at 4 St. Thomas Street to vacate their offices and by the end of this month the building will be empty. Work will be undertaken immediately to make ready for moving the Archives to this building.

Grounds

At long last parking in front of the Main Building has been discontinued with very noticeable improvement in general appearance. Removal of the iron fence along the south boundary of this area has been favourably commented upon by many members of the Board and staff.

Little or no further work can be undertaken on the grounds in this area until spring, by which time contractor's equipment and trucks should be a thing of the past. Study is presently being given as to landscaping which should be undertaken. Lighting for the new driveway may also be required. The grounds and planting around Annesley Hall and Margaret Addison Hall are admired by all who notice. Need of an adequate sprinkler system is realized and is being studied. Early this past summer the Athletic Field was resodded and its condition this Fall has been better than for several years.

Bursaries and Student Loans

A great many students receive substantial financial assistance through Dominion-Provincial Bursaries and from Ontario Student-Aid Loans. In many cases the assistance received is not sufficient to pay all essential expenses and thus our Bursary and Loan funds become of prime importance. Students with high or good academic standing can be assisted in a fairly generous manner, but my contacts are largely with students, mostly but not entirely men, who do not have what might be called the minimum academic standing to rank for bursary assistance. There are many fine lads who rate assistance. Innumerable factors contribute to their not having the academic standing they would wish to have - financial worries are a basic reason, earnings through the summer have been less than expected, paying board at home to assist where the father or mother is out of work, emergency dental work also plays a part, an accident with a friend's car, too many extra-mural activities, etc., etc. The fact that they have all passed their grade 13 examinations is proof to a large degree that they have the mental capabilities to cope with a university course provided their time and efforts are properly directed and that they are reasonably free of financial worries.

Bursaries are the responsibility of the Registrar and a committee of the Senate. Many students come to the Bursar uncertain as to whether they are entitled to a Bursary or must depend for assistance through a loan. Where there is seemingly no doubt but that the student should at least apply for a Bursary, he or she is immediately referred to the Registrar's Department. There are many who are even less than borderline cases and if they are to receive financial assistance of any kind must secure it through our loan funds. Interviews with students of these latter groups require a great amount of time but I consider it time well spent.

Students are told at Freshmen Week-end that my door is always open to assist or advise on any matters other than academic. Through the first six weeks of term three and four interviews daily was quite common - usually fifteen minutes to half an hour and often longer. Quite frequently two or three interviews were required. Work last summer was much more difficult to secure than a year ago. It is evident today that students realize more than ever how much better equipped they are if they hold a degree when seeking permanent employment. There is a determination today on the part of those who have reached college that somehow, despite almost insurmountable financial handicaps, they are going to make it the rest of the way. \$50. to this one, \$100. to

that one and even larger amounts to a few may determine whether the student quits or goes on. I am referring only to students who do not qualify for a bursary or at least a minimum bursary. Though time-consuming, it is, in my opinion, one of the most worthwhile ways in which students may be assisted. My recommendations for loans go to either the President or Principal for approval and here let me state that only one recommendation has not been approved. A few days later, on further consideration, I fully agreed with this decision.

In conclusion may I express my appreciation to those most directly associated with me in the work of the Bursar's office, first to Mr. Keith M. Dinsmore and to the entire staff in our Accounting Department, not overlooking the fact that our Fees Clerk, Miss Fife, has served us continuously for over thirty years; to Mr. Fred C. Stokes for his constant co-operation and diligent attention to the many problems we have in common; to our Senior Tutor, Dr. Love, whose responsibilities with the Men's Residences are so closely associated with my responsibility - differences of opinion there are, as there should be, but as we are both working with the best interests of the students in mind, we invariably come to agreement. My thanks also to Mrs. Brinkman and Mrs. Harper (until very recently Miss Helen Calhoun) for their excellent work in connection with our Living Endowment and Graduate Records, respectively, and last but not least, to the President, the two Principals and the Chairmen of Board Committees with whom I am constantly consulting for guidance and advice on many problems.

Respectfully submitted this 15th day of November, 1960.

WILFRED C. JAMES
Bursar

VICTORIA UNIVERSITY

Report of the Senior Tutor to the Board of Regents
for the year 1959-1960

Refurnishing, Renovations and Alterations

The notable event of the 1959-1960 session was the work done on the lower residences and on the common rooms of the four upper houses. I am in the happy position of receiving the many compliments paid to Victoria for this imaginative and generous renovation. I wish the members of the Board who worked so energetically on this project could have heard the enthusiasm of the men. It was September (1960) delightful for me. I should like to repeat formally the thanks and appreciation of the men to the Board and especially to the Residences and Services Committee and its hard working and patient sub-committee - patient because the suggestions of the men were carefully considered and where possible adopted. This attitude of friendly cooperation was psychologically very sound, because the men feel that they have had a real hand in this project and are quick to show their pride in it.

The Senior Tutor's Special Report on the Men's Residences

In connection with the work planned for the Residences I was asked in February to gather suggestions from the Dons, the men and any other available source and to prepare a comprehensive report for the Residences and Services Committee. This ten page report incorporated hundreds of suggestions, major and minor, practicable and impracticable, for the improvement of the Men's Residences. It is most gratifying to see what has already been done and to know that some of the other suggestions are being seriously considered.

Numbers in Residence

During the 1959-1960 session 257 men, enrolled as follows, lived in the Victoria University Men's Residences:

214 Undergraduates

Arts	162
Engineering	23
Medicine	11
Pharmacy	7
Architecture	5
Dentistry	5
Music	1

43 Graduates

Theology	42
Arts	1

At present for 1960-1961 the numbers are Arts 161, Non-Victoria 34, Theology 49, Graduates 5.

Academic Record

	Victoria	Non-Victoria	Total	Percentage
Firsts	18	7	25	11.7
Failures	30	10	40	18.7
Number enrolled	162	52	214	

Year	Firsts	Failures
I	11	20
II	5	13
III	7	6
IV	2	1

The Candelebra: the Academic Trophy

The standing for this is not a percentage but is worked out by giving 100 points for a first, 75 for a second, 50 for a third, 35 for a BL, 0 for a transfer, and by deducting 100 points for a failure and 25 for every supplemental. For the first time in its history Stephenson House won the Academic Trophy. We were all delighted. Nyerson, on the other hand, felt the effects of the stiff standards in Mathematics, Physics and Chemistry and Engineering Physics (six men failed these courses in this one House) and registered an all time low.

Stephenson House	62.1	South House	30.8
Gate House	47.2	North House	29.8
Nelles House	47.0	Caven House	15.2
Middle House	42.8	Nyerson House	11.1
Average	36.1		

Comments on the failures

- Five were repeaters and after their second failure have now been barred from the University.
- Six had good enough matriculation results that they should have passed comfortably.
- The rest were among the group which enters the University of Toronto every year with minimum Senior Matriculation results and consequently find difficulty in meeting the standards of the University during the first or second year. Some students of this type now come to us because they have been turned down by Trinity.
- Three had received their high school education in Trinidad or Ghana.
- Ten failed in Mathematics, Physics and Chemistry; four in Engineering Physics; four in General Science; the University failure rate for these courses was as usual very high.

- Of the Victoria students in residence 18.5 per cent failed. This compares with 14.0 per cent in the Faculty of Arts (men and women) and with 17.7 per cent for Victoria College men. This is the first time in the last ten years that the percentage of residence failures has been higher than that of the Faculty of Arts.

These comments may perhaps help to explain the failures but the situation is disappointing. Something must be done about it.

The number of failures among men registered in other faculties has another explanation. Statistics had seemed to indicate that we should have a considerably increased number of applications from Victoria men. Consequently, when the women moved out of Bowles House and the Resonant students returned to it from Caven House, it was decided not to keep the increased numbers did not materialize and for perfectly valid reasons there were many last minute and first-term withdrawals, so that I was obliged to admit several non-Victoria men whose academic results were mediocre.

Special Activities for Residence Men

It is always tempting to arrange special extra-curricular activities for residence men, but it is vitally important for residence men to share in the whole life of Victoria University and of the University of Toronto. Dons' Hours, religious discussions, dances, inter-house athletics and other activities are available for the residence men but it is gratifying that as usual they are participating widely in the College and the University. At present we have in residence the President of the Victoria College Union and the President of the Victoria College Athletic Union, the Editor of The Varsity and the Editor of The Strand, the Musical Director of the Bob and one of its writers, the President of the Music Club, many of the members of the Chapel Choir and numerous other club executives elected during 1959-1960.

Dons

Our Dons were once again good. Several of them were back for the second or third year and their experience was invaluable. The Dons were

North	C. E. Rathe	(French)
Middle	W. J. Morris	(Anthropology)
Gate	J. H. Pearson	(Law)
South	D. S. Richard	(Law)
Nyerson	C. M. Gamco	(German)
Nelles	J. A. Carvecallan	(English)
Caven	F. H. Watson	(History)

Bowles-Candier elected Don - C. L. Wittich (Theology)

Once again I should like to thank sincerely all those who have helped me so readily in my duties as Senior Tutor.

C. C. LOVE

Senior Tutor.

November 10, 1960.

VICTORIA UNIVERSITY
REPORT TO THE BOARD OF REGENTS

300 H

of the
PRESIDENT

for the session
1959 - 1960

Mr. Chairman, Ladies and Gentlemen:

In the tradition of the parson, let me begin my annual report to you with a text:

"What are the advantages of this scheme (of Federation)?"

- 1) It combines the compact college organisation for the culture of your students with the broad University programme for the promotion of all higher learning.
- 2) It gives to the State its appropriate field, the cultivation of Science, and to the Churches their appropriate field, the intellectual, moral and social culture of our young men.
- 3) It combines the resources of Church and State, of private liberality and public provision. It does not burden but helps the State and promotes the wisest economy of the funds of all the people for this grand national project.
- 4) It will give us at once a grand national University scarcely inferior to any upon this Continent."

These words are taken from an address delivered to the Victoria College Alumni on the subject of University Federation by Dr. Nathaniel Burwash in 1885. It is wholesome for us to look unto the rock whence we are hewn and to recall to our memories the idealism in which our present situation was born. If I could choose a keynote for the year 1959-60, it would be "University Federation" and I would assert that the events of that year have brought measurably closer the realization of the vision which Dr. Burwash and his colleagues had.

During that year, there took place the National Fund Campaign for the University of Toronto in which the Federated Colleges shared both in the direction, planning and conduct of the Campaign and in the most satisfactory results. Victoria, in particular, provided a substantial portion of the leadership and canvassers and the results revealed that her graduates gave as generously as any other division of the University. This was Federation in action to the mutual advantage of all concerned.

Secondly, as a result of the National Fund's success, a great deal of thought has been given to a united appeal for annual gifts such as Victoria has had in the Living Endowment. This project is still in the negotiation stage but the prospects are promising for an agreement that would enable the University and its Federated institutions to approach graduates with one appeal. If such an arrangement can be made, it will be still another evidence of Federation at work.

The third area in which advance was made was perhaps the most difficult of all. For years the Federated Colleges have felt themselves to be in an academic strait jacket because of their limited teaching programme. It was felt that, with the development of new and popular subjects which were centred in the University, the spirit of true federation was being denied and that the Colleges were not achieving the significance which they were intended to have in the scheme. The question arose in the Presidential Advisory Committee and Principal Woodside of University College was asked to draft a provisional plan which might get the Colleges out of their dilemma. This draft became the subject of discussion (sometimes heated) in the Colleges and the Departments of the non-College subjects. As a result of these discussions, the Heads of the Federated Colleges met and agreed upon a plan, which in turn became the subject of further discussion in a committee consisting of President Bissell, Mr. Sword, Principal Woodside, Dean Bladen, Provost Owen, Vice-Provost Edison, President Kelly, Father Shook, Principal Frye and President Moore.

The measure of agreement in the two conferences which this committee had was astonishing and encouraging. The plan which emerged was in outline as follows: a) The present College subjects would continue to be centred and organised in the Colleges whose governing bodies would make appointments, authorize promotions and pay salaries. These College disciplines would also be fully organised into a University College Department with a Chairman and an executive committee consisting of the Heads of the College Departments. This executive committee would have responsibility for the organisation and distribution of the teaching, both at the undergraduate and the graduate level.

b) The Chairman of the University Collegiate Department would hold office for a fixed period (upon which, agreement has not yet been reached). The chairmanship would move from College to College and the appointment to the office would be made by the Board of Governors on recommendation of the President, after selection had been made by an Appointments Board.

c) The Appointments Board would consist of the President of the University of Toronto, the Dean of the Faculty of Arts, the Principal of University College, the Dean of the Graduate School and the Heads of the Federated Universities or their representatives. The initiative for new appointments and for promotions may be taken either by the Chairman

of the University Collegiate Department or by the Chairman of the College Departments. Where the two disagree, reference is to be made to the Appointments Board, who will in turn make their recommendation to the governing body of the College where the appointment is to be made.

d) The Colleges should be able to make cross-appointments in the University Departments with the consent of the Head of the Department and the Dean of the Faculty of Arts and Science.

e) The Colleges should be able to make appointments to their staffs of scholars engaged in disciplines now designated as University Departments. Such appointments can only be made with the consent of the Head of the Department and the Dean of the Faculty of Arts and Science.

f) Salaries of cross-appointees shall be paid by the University which shall in turn be reimbursed by the Colleges for the time that is spent in their teaching. The salaries of those in the University Departments appointed by the Colleges shall be paid by them and the University would reimburse the Colleges for time given to the University.

This summary of the present state of the discussions will indicate, particularly in sections (d) and (e) that new ground has been broken. The Heads of the 17 University Departments as well as the Staffs of the 3 Federated Colleges have given general approval to the plan, and Principal Woodside is now discussing it with his staff. When full agreement in principle is reached, then Dr. Frye and I would like to present the matter to the Board of Regents for a full discussion. Meanwhile, it seemed appropriate to report on the discussions to date and to indicate that in this important area Federation is at work.

A further evidence of the concern for realizing the full potential of Federation is the proposal by the Associate Dean of the Faculty of Arts and Science, Dr. Wetmore, that the Colleges assume the responsibility for the three-hour teaching period in the first year of the General Course in Science, which is now limited to history or a language. It is hoped in this period to develop a course in the humanities for science students that would be organised, taught and examined by the Colleges and would be compulsory for the students therein.

An individual evidence of the operation of Federation is the presence of Principal Frye on the President's Advisory Committee. He also served on the committee that recently selected the Head of a University Department.

My experience of ten years in the President's Office at Victoria has convinced me that the future of Victoria University and both its Colleges must be found in the system of Federation.

The year 1960 saw another of Victoria's links with Cobourg days severed by the death of her President-Emeritus, Dr. Richard Pinch Bowles. This great Canadian churchman and educator graduated from Victoria in 1885 while the institution was still "on the old Ontario strand". Thereafter, he served the Methodist Church as pastor of congregations in Montreal, Winnipeg and Toronto and in 1906 was appointed to the teaching staff of Victoria. He became President and Chancellor in 1913, in which office, for seventeen critical and difficult years, he guided the affairs of the University with wisdom, vision and courage. Since his retirement in 1930, Dr. Bowles has been the constant and interested friend of his Alma Mater. His passing has left a gap in the Victoria family circle which cannot be filled and with him has gone a vital personal link with decisive earlier days. As we record his death with sorrow, we also record the profound appreciation of a grateful University for the love and loyalty of a most distinguished son whose brilliance of mind and devotion of spirit brought lustre and strength to the name of Victoria.

The biennial appointments to the Board of Regents by the General Council of the United Church of Canada brought several changes to the membership of that body. Resignation, retirement and death had left vacancies, to which were appointed Mrs. D. W. Haag, (Vic '33), President of the Victoria College Alumnae Association, Mr. J. D. Arnup, C.C. (Vic '32), of Mason, Foulds, Arnup, Walter, Weir and Boschke, The Honourable F. M. Cass, C.C. (Vic '33), Minister of Highways in the Government of the Province of Ontario), Mr. G. H. Sheppard, President of International Business Machines Co. Ltd., and Mr. A. C. Ashforth, President, Toronto-Dominion Bank). To these new members we accord a hearty welcome and we look forward to our associations with them in the work of the Board and its committees.

Completing long terms of service were the Rev. Dr. T. H. Davies, appointed to the Board in 1923, Mr. J. Ardagh Scythes, who was first appointed to the Board in 1944, and the Honourable J. W. Pickup, who became a member in 1954. An earlier vacancy was caused by the resignation of Major-General A. C. Spencer, who served as Chancellor of the University from 1944-1952 and thereafter until 1959 was a member of the Board by General Council appointment. To all these men we express our heartfelt gratitude for their faithful friendship and generous service.

There is at present some reorganization of the Board and its committees which will, in the normal course of events, be reported by the President at the next annual meeting but there is one change in office which must be mentioned here. Mr. E. W. Dickie, who has been Treasurer of Victoria University and Chairman of the Board's Finance Committee since 1941, has announced his retirement from these offices. He has directed the finances of the University with such skill and wisdom that its position has grown stronger year by year, in spite of increasingly heavy financial demands. It also has substantial resources for the crisis of expansion that

lies ahead. All my colleagues on the Board of Regents and on the Staff of Victoria University join with me in gratefully acknowledging our great debt to Mr. Dickie, whose deep personal interest as well as professional wisdom made a permanent contribution to the welfare of this institution. It is reassuring to know that he will continue as a member of the Board. It is reassuring also to know that Mr. J. T. Bryden, who has been Vice-Chairman of the Finance Committee, has consented to take the Chairmanship.

The Financial Report for the year 1959-60 has already been presented fully to the Board and the Bursar has to make some comment on it in his fine and comprehensive report. Each year has seen new strains placed on the budget as the building plans moved forward to completion, as repairs and renewals were carried out on an extensive scale, as staff has increased in practically every division of the University and as salaries and wages necessarily moved to higher levels. I am particularly grateful that in 1959-60 the salary scales reached the third stage in our three-year plan and that this achievement was followed in June of 1960 by the decision of the Board to authorise further increases for the current year, an action which was greatly appreciated by every member of the staff. All this has been done within the limits of our annual budget while, at the same time, such funds as the Superannuation and Widows' Pension Fund and the Plant Fund have been re-enforced by new or increased appropriations. One matter of great importance to the future of the University was the successful negotiation of a hundred-year lease on the Bloor Street property for an annual rental of \$151,200, which is being appropriated to a fund for building replacement and expansion.

Victoria continues to be indebted to the generosity of donors who, year by year, not only contribute to the general maintenance of the University but with imaginative wisdom initiate or support special projects. During the year 1959-60 the amount of \$287,872 was received in gifts, of which \$200,000 was the gift of Miss Elsie W. Pitt to renew the Old St. Andrew's Chair in Public Worship in Emmanuel College. The above includes the Living Endowment Fund but excludes the National Fund of the University of Toronto. May I in the name of Victoria University and its two Colleges express our gratitude to these donors for their generous gifts.

The Staffs of Victoria and Emmanuel Colleges have had a busy year in which the members not only carried a heavy teaching load but also took an active part in the committee work that is necessary in the operating of a great and complex University and its component parts. These committees are the true policy-makers and administrators of the academic community, although at times they must be the sources of irritation and frustration. There are committees of the University of Toronto Senate and Council of the Faculty of Arts, Committees of the Councils of Emmanuel and Victoria Colleges and of Victoria University Senate, committees of teaching departments and of graduate studies, both in the University and the four theological colleges. There never seems to be enough members to go around and not enough time for all the meetings.

Many members of the Staff, both teaching and administrative, hold memberships in learned and professional societies such as the Royal Society of Canada, the Modern Language Association, the National Conference of Canadian Universities and Colleges, the American Association of Theological Schools, the Society of Church History, the Canadian Library Association and the University Business Officers' Association. It has been the policy of the University for some years to assist attendance at the meetings of such societies which we believe to be important to the professional life of the scholar and University officer.

Last year I reported a vacancy in the Chair of New Testament Literature and Exegesis in Emmanuel College caused by Dr. George Johnston's resignation to become Principal of the United Theological College, Montreal. At the January meeting of the Board, we were able to appoint the Rev. E. C. Blackman, M.A., B.D., Professor of New Testament at New College, London, England. Mr. Blackman was a student at Cambridge, Oxford and Marburg Universities and taught for many years at Cambridge before going to London. He is a scholar of world repute who will bring strength and distinction to his department at Emmanuel. He came for the beginning of the term this Fall and has quickly won a place of respect and affection both with the staff and the students. No further appointments were made at Emmanuel but we are now ready to implement the Board's policy of increasing the staff to meet the load of undergraduate and graduate teaching. It is hoped that a recommendation for a junior appointment in the New Testament field will be brought to the Board at its January meeting. During the past two years, the staff has also been supplemented by three graduate assistants.

New members continue to be added to the staff of Victoria College to meet the needs of a steadily increasing student enrolment. In the Department of Classics, Professor J. A. S. Evans, M.A., Ph.D., head of the Classics Department at Waterloo University College, was appointed a special lecturer for the year 1960-61. In the Department of German, Mr. R. H. Farquharson, M.A., formerly of the University of British Columbia and the University of California, was appointed a seasonal lecturer for the present year. New seasonal instructors appointed in the Department of French were Miss L. Berman, M.A. (University of Toronto) and Mrs. J. K. Spicer (graduate of the Sorbonne) and in the Department of English, Mrs. D. Parker, M.A., Ph.D. (Universities of Minnesota and Texas). Each department also has its usual number of Graduate Fellows.

Two important changes in the staff of Victoria College took place on June 30th, 1960, when Professors H. G. Robertson and W. E. Staples retired as Heads of their respective Departments. Dr. Robertson, a graduate of Victoria, received his Ph.D. degree from the University of Chicago and did further graduate work at Oxford University. He was appointed as a Lecturer in the Department of Classics in 1920, became Professor of Greek in 1938 and Head of the Department in 1952 in succession to Principal Bennett. He is the author of several books and

many articles in learned journals and has been active in the Classical Association and the Philological Association. Dr. Staples is also a graduate of Victoria and did post-graduate work in Oriental Languages in the University of Toronto, receiving his M.A. and Ph.D. degrees from that institution. He was the Thayer Fellow in the American School of Oriental Research in Jerusalem and for three years was a member of the Oriental Institute of the University of Chicago's Archaeological excavations at Magiddo, Palestine. He was appointed to the Department of Oriental Languages of Victoria College in 1931 and became its head in 1946. He has many publications to his credit and has been active in professional societies. The retirement of two such effective teachers and internationally-known scholars in one year is a severe blow to the teaching staff but, fortunately, both are continuing to teach as special lecturers.

Professor D. O. Robson, M.A., Ph.D., has been appointed as Chairman of the Department of Classics and Associate Professor John Macpherson, M.A., as Chairman of the Department of Near Eastern Studies (formerly Oriental Languages). The work of these departments is thus under the direction of experienced scholars who will develop it wisely and in the true tradition of Victoria.

The following promotions were made by action of the Board at its meeting in June, 1960:

Dr. Jessie Macpherson, from Associate Professor to Professor, Department of Ethics.

Dr. Laure Riase, from Associate Professor to Professor, Department of French.

Dr. Daniel de Montmolin, from Assistant to Associate Professor, Department of Classics.

Mr. W. T. McCready, from Lecturer to Assistant Professor, Department of Spanish.

Miss Alice Widner, from Instructor to Lecturer, Department of French.

Our policy of granting leave-of-absence continues to operate to the advantage of both the University and the staff members. Professor J. A. Irving has returned following a leave spent on research at Harvard, Columbia, Princeton and the Library of Congress. The other member of staff away last year was Professor Gordon Keyes who received a senior Canada Council Scholarship to do research in London. He, too, has returned and reports a fruitful year of work. Professor

A. C. M. Ross has taken our alternative plan for a series of summer leaves, working last year in Paris. Professor W. O. Fennell of Emmanuel has been granted leave of absence beginning January 1st, 1961 and will spend eight months at work in Germany.

The quality of our staff is indicated by the choice of Professor Millar MacLure as the Editor of the University of Toronto Quarterly, the first time that a member of a Federated College has been chosen for that position. Professor David Hoemiger has been appointed Associate Editor of "Representative Poetry" and Professor J. M. Robson as Textual Editor of the University of Toronto Press edition of John Stuart Mill. Of course, Professor Kathleen Coburn continues to bring distinction to the College as she has been chosen General Editor of the new complete edition of Coleridge. Professor R. W. Jeanes is General Editor of the new Canadian Bilingual Dictionary. Professor Boyle of Victoria College and Professors Dobbie, Fennell, Guthrie, Jay and Kelly of the Emmanuel Staff are on the Editorial Board of the Canadian Journal of Theology. Verily we have a company of editors in this north-east corner of Queen's Park!

In academic achievement, I would note that Professor C. E. Rathé received his Ph.D. degree from the University of Syracuse last Spring. Professor J. A. Irving continues to make notable contributions to Canadian literature, this time with a major book entitled "The Social Credit Movement in Alberta", a work which has received much critical acclaim. The staff members of both Colleges have published extensively in learned journals and periodicals.

The following honours were received by members of the Staff:

Principal Northrop Frye - Doctor of Literature from the University of New Brunswick.

Principal-Emeritus Harold Bennett - Doctor of Laws from Huntington University, Sudbury.

Professor W. H. Trethewey was elected a Fellow of the Royal Society of Canada.

Professor Laure Riase received the Rosette, representing a promotion in the Ordre des Palmes Académiques. The award was made by the Ministre de l'Éducation in the UNESCO Building in Paris.

President A. B. B. Moore - Doctor of Laws from McMaster University, Hamilton.

Let us turn next to that important section of our University community - the students. In Emmanuel, as was anticipated, the registration

9.

remained steady with a total of 103 students in attendance, including 86 in the regular course, 9 in the course leading to the Bachelor of Religious Education, and 8 occasional students. This student group achieved a strong sense of community, in spite of diverse academic backgrounds and age levels, which is attributable mainly to the unusual personal relationships established with the students by the Principal and his staff. The general level of student interest and morale was well maintained throughout the year with all activities loyally supported and academic goals industriously sought. Twenty-four diplomas, twenty-one B.D.'s and three B.R.E.'s were awarded at the Spring Convocation. These, together with three earned doctoral and three masters' degrees, represent an excellent year in the College. Mr. W. L. Avery won the Post-graduate Fellowship and is now at work in Edinburgh.

The registration at Emmanuel this Fall is 116, in which total is included a first year class which is the largest in the history of the College, with 44 enrolled. This class includes a medical doctor, two veterinary surgeons, a publisher who is a graduate of both Toronto and Oxford, a business man who is a graduate of Birmingham University and a woman graduate of the University of Southampton. There are as well graduates in the class from most of the Provinces of Canada and many Universities making an interesting and vigorous class which augurs well for the ministry of the Church.

One of the features of Emmanuel College life is the Choir conducted by the Principal, which is making a name for itself around the Province. Last year the choir visited Kitchener, Woodstock and Carlton Church, Toronto. On a recent Sunday, the members visited Owen Sound, where twenty-four pastoral charges were visited by the students at the morning services and all gathered for a rally led by the Choir at Central Church in the evening. These visits are a fine contribution both to the College and to the recruitment campaign of the Church.

Graduate work continues to assume greater importance at Emmanuel College with new ground being broken in cooperative work with the other Theological Colleges of the campus. For some years now, the Master's degree in Theology has been directed by a joint committee of the four staffs. That cooperation is now being carried forward into the Doctoral work which is likely to follow the same pattern. I am happy to report that a further agreement has been reached between Trinity and Emmanuel for cooperation at the B.D. level. The movement toward sharing the resources of the Colleges should strengthen both graduate and undergraduate studies and move us toward the goal of a great theological centre here in Toronto.

Among the distinguished visitors at Emmanuel were Dr. James I. McCord, President of Princeton Theological Seminary, President MacKay of McCormick Seminary, Chicago, Dr. Marcel Predervand of Osnese, Bishop Newbiggin of the Church of South India, Dr. Hans-Reudi Weber, of the World Council of Churches and Bishop Dibelius of Berlin.

Such visitors are a source of enrichment in the life of the College.

The registration last year at Victoria College was 1516, including 10 special students. This represents an increase of 10% over the previous year, which is matched by another 10% increase this Fall, when a total of 1657 students enrolled. If this rate of increase continues, it will mean the reaching of our tentative goal of 2200 students in the College by 1963-64, which is well ahead of the time-table the Planning Committee had in mind. I shall have occasion to refer to this later in the report. The Registrar has broken down the registration figures into various classifications which are of great interest but which I need not repeat here.

The students of Victoria enthusiastically welcomed their new Principal, Dr. Frye, as he directed the affairs of the College with both wit and wisdom. They crowded his lectures and eagerly sought his presence at their meetings, which ranged from the Open Meeting of the Music Club to the staff debate at the Debates Parliament. Not all of them, however, imitated his brilliance of academic achievement, for it was not an unusual year. Victoria had its fair share of "firsts" over all and received a reasonable number of scholarships. Those students in the graduating class who wished to go on to graduate work were successful in winning fellowships or scholarships including a number of the coveted "Woodrow Wilsons". The incoming class this Fall (1960) is a promising one, containing the winner of the Prince of Wales Scholarship and a number of students who ranked high in the Grade XIII examinations.

The student social and athletic associations had a good year, although the Drama Club did not present its usual three-act play. This time-honoured institution is being revived this year with the presentation of Ben Jonson's "The Silent Woman" under the direction of Pamela Terry. The highlight of the year was the winning of the Mulock Cup and the dinner which followed at the National Club when the speaker was Lt. Col. Thain MacDowell, V.C., a distinguished graduate of Victoria whom the students were thrilled to meet. I regret to report that Col. MacDowell died some months ago.

The year 1959-60 was the first in which services of worship were held each Sunday in the Chapel, with preaching directed specifically to the student's life. A choir was formed under the direction of Mr. Eric Rollinson of the Conservatory, which in a brief time achieved an excellent level. These services are being continued this year with the choir increased in size and providing musical leadership of a high order. I wish I could report that the Chapel was crowded every Sunday but honesty compels me to say that there are vacant places. Nevertheless this service is filling an important place in the life of the College.

Finally, let me turn your attention to the future, not as a prophet but as one who is concerned that the University be ready to meet its challenge. Some years ago, the Board appointed a planning committee under the Chairmanship of Mr. H. E. Langford which presented plans and projects for Victoria's growth. After consultation with the members of the College Councils on staff and space requirements and the future size of the Colleges, it was agreed that Victoria should increase in proportion as the Faculty of Arts increased, which on the limit then proposed would make Victoria a College of 2200 students. It was further agreed that at least two staff members be added each year. Finally it was felt that building needs would be met by the erection of a new Women's Residence and a new Library with offices and seminar rooms. These projects are rapidly reaching completion with the opening of Margaret Addison Hall in the Fall of 1959 and the beginning of the new Library building in May of 1960. The addition of staff members has kept up with the plan and, at the present rate of increase in the student body, the maximum for Victoria should be reached in three years. Emmanuel College will also be faced with critical demands, particularly in Library facilities and, we may hope, in an increased student body. Where do we turn now? Should we limit our size to present plans and if so how? Should we perhaps contemplate another College. Should we expand our present Colleges and facilities? These and many other questions are concerning us and the answers do not readily come to mind. To find the answers to such questions and many others, it is my hope that the Board will set up a new planning committee which would, over the next two or three years or longer, take a good hard look at our future. Your President, who is in his eleventh year of office, has confidence in that future as you have, but it needs our wisest planning if its promise is to be fulfilled.

I close this report by expressing my warm appreciation and heartfelt gratitude for the work and associations and friendships of my fellow members on the Board and my colleagues on the staff. May I also express the warm thanks of Mrs. Moore and myself for the Board's action in securing a new residence for the President at 51 Binacarth Road. It is a joy to call this gracious and comfortable house our home.

Respectfully submitted,

A. B. B. Moore,
President.

Advertising	35, 86
African Student Foundation	70
Alan, Rev. M. J.	70
Allen, J. B.	6A
Allen, Miles, Fox & Johnston	3, 39, 42A, 44, 74
Allen, Mr. & Mrs. R. O.	44
Allport, Miss Ethel	91
American Association of Theological Schools	4
American Can Company	44
Anonymous	3, 44, 74
Archives	6, 13, 20, 24, 39, 42D
Arnold, Prof. R. K.	58
Arnup, J. D.	6A
Arnup, The Very Rev. J. H.	64, 70
Ashforth, A. C.	64
Ashton, Rev. G. E.	65
Atkinson Charitable Foundation	3, 43, 50, 74, 80
Atton, Mrs. Gladys	81
Auditor's Report	39
Baine, Rev. F. J.	80
Baker, Rev. A. E.	69
Bamford, Rev. A. F.	69
Banking Resolution	46, 47, 61
Bannister, Rev. W. F.	65
Barnes, John	91
Beck Memorial Sanatorium (Graduate Nurses)	91
Bennett, Principal Emeritus Harold	36
Mrs. J. S. Bennett	59, 64
Bennett, John	81
Bequests	3, 20, 27, 35, 43, 50, 58, 69, 74, 92
Bickle, Mr. Edward William	19
Bickle Scholarship, The E. W.	81
Biggs, Mrs. R. A.	51
Bincroth Road, 51	31
Birge-Carnegie Library	40
Birrell, Miss Della M. A.	91
Birch, Rev. G. W.	65
Black, Rev. A. E.	69
Blackburn, Mr. Robert	74
Bladen, Dr.	21
Blair, Henry F.	71
Blair, Dr. Salem	71
Bloor Street Frontage	21, 38, 55
Bloor Street Properties	67, 83
Bloor Street West, 151	71, 79
Bloor Street United Church (Board of Missions)	74
Bloor West Ltd., 131	38, 55
Bloor West Ltd., 141	38
Board Elections	55, 59
Book Bureau, Account	89
Bouchard, Denis	90
Boussac, Mr. Paul	51
Boyes, Prof. Greer	58
Boyle, Prof. G. A.	12, 21, 28
Brewell, Mrs. Laura	21
Brearley, Rev. E. W.	80
Breithaupt, Mon. Louis O., LL.D.	1
Breithaupt, The Estate of Louis O.	3
Brenner, Herbert A.	91
Britannica House	55
Brown, Miss Edith W.	75
Brown, Mrs. J. J.	11, 20
Brown, Mr. & Mrs. K. S.	91
Brown, Mrs. Lillian	69
Bryden, J. T.	65
Budget	25-26, 53, 56, 60, 61, 84, 92, 96
Buildings and Grounds	61, 69, 79, 83, 92
Bultenhuis, Prof. P.	82, 90

Bull, Estate of Bartley	70, 74
Burland, Mr. Noel T.	51
Burley, Rev. A. C.	80
Bursar (Reports)	42F, 72E
Burwash Hall, 50th Anniversary	85
Burwash Lecture	82, 89
Business Women's Club (Bloor St. United Church)	3, 75
By-Law #1, Amendment	46, 48, 49
By-Law #6 & 8, Amendments	46, 48, 49
Cahn, Mrs. Morton D.	80
Cameron, Mrs. Jean M.	44
Canadian Universities & Colleges, National Conference of	40
Carmichael, Miss Margaret	90
Carscallen, Rev. C. R.	69
Carson, Dick	91
Cass, The Mon. F. H.	64
Carter, Mr. James	5
Carty, R. K.	3, 44, 74
Central United Church, Owen Sound	3
Chancellor, Office of	22
Charles Street West, 86	76
Charles Street West, 94	7, 8, 17
Chisholm, R. F.	64
Christian Guardian, The	39, 71
Clarke, Dr. E. G.	32, 70, 74
Clarke, Mr. Gary	81
Clarke, Mrs. G. I.	74
Clarke, G. J.	3, 50
Clarke, Irwin & Co. Ltd.	50
Clarke, Mr. Norman D.	79
Coburn, Prof. K.	58
Cocksedge, Mr. & Mrs. E.	91
Colling, Rev. J. H.	80
Constitution, Board of Regents	64
Cook, Miss Alta Lind	26, 44, 51, 82
Copeland, Rev. R. C.	80
Cousland, Dr. K. H.	44, 53, 74, 80, 81, 87, 89, 90
Cousland Lectureship	56
Craddock, Richard H.	71, 81
Cragg, Rev. C. E. J.	64
Cross-Appointments	21, 26A
Cunningham, Miss Carrie S.	74
Dahms, Rev. John V.	12
Dale, Mr. Adair	20, 45, 51
Daniels, Dr. W. S.	70
Davey, Dr. J. F.	35, 64
Davidge, Rev. E.	80
Davidson, Mrs. A.	27
Dawson, K. C.	91
Deacon, J. S.	64
Dean of Women (Reports)	42B, 72C
deHagy, Mr. Nicolas Christoph	4
Danyels, Rev. George F.	80
Dickie, Mrs. G. H.	64
Diefenbaker, Rt. Hon. John G.	30
Dingman, Mrs. R. G.	74
Dinsmore, Mr. K. M., B. Com., C.A.	50
Dobbie, Prof. R.	4, 44, 70, 91
Doms, Women's & Men's Residences	6, 23, 32, 36, 59, 68, 85, 94
Dorey, Rt. Rev. Dr. George	92
Doelling, Mrs. A.	91
Draper, Estate of Jessie	11
Dublin St. United Church, Guelph	50, 80
Earl, L. W.	64
Edmonds, G. W.	64
Emmanuel College Students	50, 58, 69

Emmanuel College Students' Society	28, 50, 56
Enrolment	5, 29, 33, 40, 41, 42G, 71,
	72D, 92
Estes, Mr. J. N.	52
Falchney, Dr.	59
Falls, G. A.	64, 91
Farquharson, Mr.	12, 58
Fees Emmanuel College	21
Fleming, R. E.	27, 69
Fidler, Rev. F. P.	65
Field, Prof. G. W.	52
Financial Report	32, 39, 45, 67,
Financial Statements	16, 32, 33, 36, 39, 67, 72B
Fingland, Rev. Dr. V.	35, 59, 69
Fiscal year	46, 47, 49
First United Church, Port Credit	44, 74
Flint, Bishop Charles W.	69
Floyd, Mr. Austin	17
Ford, Mrs. Grace R.	91
Fox, Prof. Denton	51, 82
Frair, Rev. Harold E.	70
Frye, Principal H. M.	58
Galbraith, Miss Margaret	93
Gane, Mr. & Mrs. Leonard	91
Gane, Mrs. W. C.	91
General Council of the United Church of Canada	48, 53
General Motors	3, 80
Gervoo, Charles	12, 51, 82, 90
Gifts	20, 27, 43, 50, 58, 69, 74, 91
Gilbride, W. Preston	3
Gilroy, William E.	58
Glasco, Mr. Wm., M.A.	51
Goodwill Management Enterprises Ltd.	80
Graff, James A.	90
Grant, John Webster	81
Grants	8, 52, 62, 67, 71, 83, 84, 89,
	92-93,
Graydon, R.	91
Gresson, George K.	44
Greene, Prof. Donald Johnson	44, 82, 90
Group Insurance	53
Gullen, Magistrate F. C.	71
Gullen, Estate of Magistrate Cecil Frederick	27
Haag, Mrs. D. W.	37, 64
Haack, Mrs. R.	91
Halk, Dr. S. E.	71
Hamilton Freshberry Women's Association	20, 28, 44, 74,
Harcourt Lodge	3, 44, 74
Harden, Arthur Robert	90
Harris, Mr. Lauren	48
Harrison, Rev. R. B.	69
Harvey, Rev. Linden C.	80
Henderson, Miss E. Irene	74
Hemwood, Estate of Alice F.	3, 20
Hemwood, Estate of Margaret E.	20
Hilbard, R. F.	70
Hincks, Margaret R.	50
Hoeniger, Mr. F. David	20, 90
Holden, Maude L.	50
Hook, S. M.	74
Hooper, H. C.	69
Hoselton, Mildred E.	50
Humber Valley United Church	3
Huntslett, Rev. W. A.	69
Hunter, Rev. J. Bruce	80
Hutchinson, Mrs. J. D. H.	64
Hutt, Miss Jean I.	74

Inman, C. B.	3
Imperial Oil	3
Inter-Board Committee on Recruiting for Church Vocation	80
International Business Machines	80
International Nickel	3, 44, 80
Investments	29, 31, 61, 67, 68, 75, 83,
	84
Irwin, H. C.	69
Irwin, W. A.	91
Islington United Church Bursary	81
Jackson, Mr. Bob	59
James, W. C.	12, 49, 51, 57, 70
Jay, Rev. Dr. C. Douglas	44, 90
Jeanes, Prof. R. W.	4, 51, 82, 90
Joblin, Prof. Kingsley	4, 12, 58
Johnston, Rev. A. J.	63
Kae, Prof. K. O.	52
Kelly, Prof. W. M.	82
Kendall, E. W. C.	80
Kennington, Eric	81
Kerr, Henry K.	74
Keyes, Dr. Gordon	90
King, Estate of Dorothy Marlon	80, 80
Kirk Club of Bloor St. United Church	3, 50, 74
Kiwell, Mrs. L. A.	50, 80
Knapps & Webb, New York	38
Laidlaw Agency, Ann	20
Laidlaw, Margaret C.	43
Lamont, Mrs.	46
Lane, Rev. J. F.	80
Lane, Milnot B., M.A., Ph.D.	2
Lang, Rev. & Mrs. A.W.	20, 74
Langford, M. E.	64, 65, 73, 79, 80
Lautenschlager, Rev. Earl S.	53
Lawrence of Arabia(bust)	81
Lawrence Park Community Church	3, 44, 74
Lawson, Rev. C. A.	64
Lawson, Dr.	82
Lee, Miss Minnifred C.	3
Library	6, 14, 30, 40
Librarian (Reports)	42E, 72A
Lindsay, Rev. Olivia C.	80
Lins, Dr. John	80
Lines, Miss Ethel	91
Linton, Mr. & Mrs. Hall	44
Little, Mrs. Alice C.	43
Littlewood, Rev. S.	74
Living Endowment	5, 14, 25, 31, 45, 60, 81
Logan, Rev. Clarke F.	69
Love, Dr. C. C.	21, 58
Lute, Rev. Edward T.	12, 29
Macaulay, The Hon. L.	64
Macaulay, Mrs. H. D.	79
Magwood, Dr.	70
Manning, Rev. Fred	91
Manson, Mrs. Alison	91
Manufacturer's Life	38
Marchant, Rev. W. T.	43
Mark Street United Church, Peterborough	3, 80
Martin, J. H.	91
Maskey, The Rt. Hon. Vincent	89
Matheson, Dr. A. Dawson	3, 44, 50, 58, 63
Medals	52, 58

Neak, Dr. T. J.	74
Nelrose United Church, Hamilton	3, 80
Men's Residences	6, 23, 32, 33, 36, 39, 45, 54, 69, 70, 85, 85
Menzies Family, The	44
Metropolitan Toronto Adm. Department	32
Hillman, Miss Mary B.	50
Hills, R. S.	64, 66
Hinden & Associates	38
Hitchell, J. E.	50, 69, 80
Hoore, Dr. A. B. B.	35, 71, 79
Hoopes, W. J.	69
Moorehouse, Rev. Anson E.	69
Hoote, Rev. S. A.	80
Morris, Estate of John Earl Bruce	69, 81
Morrison, Rev. G. M.	65
Morrison, L. B.	91
Mortimer, Rev. W. J.	69
Mowatt, Prof. D. G.	51
Multhead, Miss L. W.	50
Mulholland, Estate of Frederick J.	58
Mulock Cup	35
Murgatroyd, F. R.	28
McCaw, Mr. Ronald A.	44
McCarten, R. J.	69
McDonald, Mrs. Charles	74
McEachren, Mrs. Clara	27, 64, 70
McElhanney, W. G.	75
McGibbon, D. W.	64
McGillivray, Estate of Alexander	11, 90
McGowan, Rev. A.	69
McGregor, Mrs. W. G.	91
McKenzie, Rev. C. W.	69
McKerracher, Mrs.	74
McLaughlin, H. J.	74
McLaughlin Schol. Fund, John Fletcher	70, 80
McLaughlin, W. W.	74
McLean, Prof. Kenneth	29
McLeod, Prof. Wallace, M.A.	3, 51, 82, 91
MacLure, Prof. Millar	12
McMullen, Prof. G. A.	12
McNeely, Rev. J. V.	75
Macpherson, Miss Jessie	82, 85, 87, 93
Macpherson, John	58
McVitty, George C.	69
National Fund	8, 58, 67, 69, 89
Neal, Rev. H. B.	69
Operating Statements	268, 628, 76, 84, 96A
Osborne, Rev. Robert E.	11
Overseas Colleges	13, 21, 40
Overseas Students	40
Parke, Mrs. Dorothy	21
Parkling	40
Pateron, Mrs. Gavin G.	69
Pension Fund	39, 42A, 67
Pearson, Derek	90
Pearson, The Hon. L. B.	64
Picture Loan Society	36
Pigeon, The Very Rev. G. C.	64
Pigeon Scholarship Fund, George C.	81
Planning Committee	29, 41
Plowess, Mrs. Burns	59, 64
President (Reports)	42H, 72F
Preson, Jean, Auxilliary of Delta United Church	69
Priestley, John E.	90
Principals of Emmanuel College	12, 23, 53
Prizes	81
Protestant Women's Federation	20, 43, 58, 74

Queen Alexandra Sanatorium	91
Rathe, Prof. C. E.	52
Ray, Miss Margaret	70
R.C.A.F. - Associate Director of Religious Knowledge	91
Reformation & Renaissance Institute	82
Regional Conference of Pastoral Care	11
Residence Fees	16, 46, 54, 76, 86, 94
Residence Improvements	54, 59, 60, 68, 76, 94
Residences (Survey)	6, 7, 15, 24
Residential Colleges	41
Revell, Mr. E. John	44
Reynolds, Rev. Dr. A. G.	70
Rice, Dr. Samuel D.	79
Ricketts, Dr. Peter	90
Riese, Prof. Laure	4, 29, 90
Robson, D. G.	44
Robson, Prof. J. M.	52, 90
Ross, Prof. A. C. M.	4, 45
Rowland, Mrs. Mary	27
St. Andrew's College	35
St. Andrew's United Church	20, 69
St. George's United Church	76
Salaries	26, 26C, 32, 47, 62A, 83, 86A, 93
Scott, Mr. J. B.	50
Scott, Miss Jean P.	91
Sealantic Fund	70
Secor, Prof. H.	51, 82
Securities	7, 8, 17, 35, 47, 61, 67, 68, 75, 76, 83, 92
Senate, University of Toronto	5
Senior Tutor (Reports)	42C,
Session Fund (Streetsville United Church)	3
Sharpe, Dr. W. C.	91
Shaw, Rev. W. G.	80
Sheppard, G. H.	64
Short, H. V.	50
Siddell Ltd., Kenneth C.	5
Sissons, C. B. (Prof.)	1, 35, 43
Sissons, H. J.	65
Smith, Rev. A. Lloyd	69
Smith, D. W.	90
Smith, Rev. J. Lovell	80
Smith, W. E. L.	70
Sparshott, Prof. Francis E.	4, 58
Sprlet, M. Pierre	44
Springer, Donald H. (Estate)	3
Stoddleigh Caterers Ltd.	44, 74
Stoew, Mr. Hudson	65-66
Standing Committees - Board of Regents	80, 91
Staples, Prof. W. E.	80, 91
Starr Memorial Graduate Scholarship, Frederick, Newton, Osborne	58
Stephenson, G. I.	80
Stokes, Mr. F. C., M.A.	50, 68
Stoodleigh Caterers Ltd.	67
Stoew, Mr. Hudson	71
Streetsville United Church	44
Stykol, Mr. Hillary	80, 81
Stykol, Memorial Scholarship, The Stefan	81
Summer business	23, 24, 33, 45, 54, 68, 86, 94
Superintendent (Report)	96A
Surerus, Prof. J. A.	20, 51, 58
Surerus Scholarship, The J. A.	81, 90
Sussman Realty Co. Ltd.	79

Tackaberry Library	76
Taylor, Mrs. Ethel May	77
Telephones	30
Terrace Room	34
Thomas Trust, William F.	28, 74
Thompson, Rev. A. Lloyd	69
Thompson, Kenneth R.	4
Thorne, Mulholland, Houson & McPherson	38, 70
Tomlin, Mr. & Mrs. H. W.	91
Towaman, Mrs. Jack	50
Toys, E. Harold	69
Trelawney & Wiles	11
Trethway, Prof. W. H.	52
Trinity United Church Choir	91
Trinity United Church Women	91
Union Theological Seminary	28
United Church of Canada	28, 69
University Apartments	7
University Capital Grants Fund	89
Van Allen, Miss Mary	82, 83, 88, 93
Varsity Fund	4, 45, 52, 60, 69, 70, 75, 86, 89
Vaughan, Dr. H. W.	8, 34, 64
Victoria College Alumnae Association	20, 28, 44, 58, 84, 91
Victoria Reports	25
Victoria Women's Association	3, 20, 28, 74
Vipond, Rev. E. E.	91
Voeden, Mrs. V.	91
Wallace, Estate of George Wellington	11, 35
Wallace Scholarship, Albert	11, 35
Wansbrough, F. A.	64
Warren, Miss Winnifred	91
Washington United Church Couples Club	43
Watson, Mr. Richard & Cora May	92
Watt, A. R.	91
Watt Bursary Fund, M. J.	91
Watt, Miss Elsie	20, 50, 69, 91
Watt Post-Graduate Travelling Fellowship in Public Worship	12
Watt, R. C.	91
Weir, F. G.	69
Wheeler, Mr. W. L.	37, 65
White, Miss D.	70
White, Miss Margaret	28
Wilder, Mrs. W. P.	81, 91
Wilson, Miss G. M.	91
Wilson, Mrs. J. R. H.	64
Winckel, Rev. Ludo J.	12
Women's Association of Kingsway-Lambton United Church	28
Women's Residence	6, 32, 39, 46, 53, 54, 68, 85
Wood, Mr. Clare F.	40, 64, 83
Wood, Mrs. R. W.	64
Woodger, Dr. W. P.	69
Woods-Gordon & Co.	7, 15, 24, 36, 37
Woodworth, Lucy L.	74
Wright, Rev. H. H.	74
Wynilwood Coffee Shop	15, 16, 23, 24, 34, 37, 85
Wynilwood Students' Union	6, 23, 24
Zimmerman, Estate of William	70

Minutes of the Regular Meeting of the Board of Regents
held in Alumni Hall, Thursday, 17th January, 1961

PRESENT:

Mr. J. B. Allen, The Rev. G. E. Ashton, The Rev. Dr. G. W. Birtek, Mr. R. P. Chisholm, Principal K. N. Cowland, The Rev. Dr. E. Cragg, Dr. Jean P. Davey, Mr. J. S. Deacon, Mr. G. W. Edmonds, The Rev. F. P. Fidler, Principal H. M. Frye, Mrs. D. W. Haag, Mr. H. E. Langford, Mrs. C. F. McEachron, Mr. D. W. McElbison, Mr. R. S. Mills, The Rev. Dr. V. T. Mooney, The Rev. Dr. A. S. B. Moore, Mr. H. J. Sissons, The Rev. Dr. H. W. Vaughan, Mr. F. A. Wansbrough, Mr. C. F. Wood.

PRAYER:

The meeting was opened with a prayer by the Rev. Dr. V. T. Mooney.

RESOLUTION RESPECTING THE LATE HONOURABLE LOUIS ORVILLE BREITHAUP, LL.D. - (The President)

"The Board of Regents of Victoria University records with sorrow and regret the death on December 6th, 1960, of the Chancellor of the University, the Honourable Louis Orville Breithaupt, LL.D. At the time of his death, he had only held the Chancellorship for two years, but during that brief period he had endeared himself to all his associates at Victoria and had won their gratitude for his generous friendship and wise leadership.

Mr. Breithaupt was not only a prominent industrialist and business man but he had also achieved distinction in public life. He early won recognition in his native Kitchener by his service as an alderman and mayor of that city. Wider responsibilities came to him when he was elected a member of the House of Commons in 1940 for the riding of Waterloo North, a post he continued to hold until he was appointed Lieutenant-Governor of the Province of Ontario in 1952. To this high office he brought a grace and dignity that made him a most worthy representative of her Majesty the Queen.

A man of strong religious convictions, Mr. Breithaupt was a vigorous and lifelong member of Zion Church of the Evangelical United Brethren but he was never narrowly denominational. The breadth of his Church interest was manifested by his appointment to the Canadian Vice-Presidency of the International Council of Religious Education and by his constant concern for the cause of Church union. During the period of his residence in Toronto, he was actively associated with Timothy Eaton Memorial Church.

Among the many honours conferred upon him were degrees from several Universities and Colleges and an honorary membership in the Board of Governors of McMaster University. His relationship to these institutions of higher learning was never merely formal but involved a deep and abiding interest. It is not surprising, therefore, that the choice of the Board of Regents for the Chancellorship of Victoria University fell upon Mr. Breithaupt. In this office, his presence graced our formal occasions, while his gentle humour and kindly wisdom enriched all our associations with him. We, the members of this Board, placed on record our profound gratitude for all Mr. Breithaupt was in himself and gave of himself and we salute a distinguished Canadian whose quiet dignity, resolute faith, manifest integrity and unselfish service has left University, Church and State deeply in his debt. We express to Mrs. Breithaupt, who shared so fully in all his enterprises and achievements, and to the members of his family, our heartfelt sympathy in the loss of a beloved husband and father."

The President moved that the foregoing Resolution be inscribed in the Minutes of this meeting and a copy sent to Mrs. Breithaupt.

January 19th, 1961

1180HC

RESOLUTION RESPECTING THE LATE WILMOT B. LANE, M.A., Ph.D.:

Principal Frye presented the following Resolution:

"Professor Emeritus Lane, who died in December, 1960, in his eighty-ninth year, belonged to a generation that, graduating around the turn of the century, did much to give Victoria its distinctive ethos and traditions. A graduate of University College in Arts in 1893, and in theology of Victoria in 1895, he proceeded to graduate study in philosophy in Wisconsin, Cornell and Chicago, receiving his Ph.D. from Wisconsin in 1899. In those days philosophy and psychology were interconnected disciplines, and Dr. Lane's published work was mainly in the latter field, being concerned with such matters as space thresholds of colors and the correlation of mental and general fatigue. His keen interest in teaching, which had led him to the School of Pedagogy in 1894, gathered experience at the universities at which he did graduate work and also at Mount Union College and Randolph-Macon College, at which latter he was Professor of Philosophy from 1902 to 1913. In 1913 he was appointed Professor of Ethics at Victoria College, and remained at Victoria until his final retirement in 1940.

Dr. Lane was a vigorous advocate of the principle SCIENTIA MANU IN SCIENTIA MANU, and distinguished himself in many fields, practical, athletic and mechanical, as well as in scholarship. He recorded proudly that he was a farm near Picton for nearly thirty years "without getting in the red." He deliberately lived in houses that averaged five miles from the College and walked every morning to work. He was a devout and faithful member of the United Church of Canada, his chief connection in Toronto being with Howard Park. No one who, like the mover and seconder, were students of his (he was Honorary President of our year, 1933 Victoria), can ever forget his kindly personal interest in students and their problems, or his constant sense of the relevance of Christian ethics to actual life. He was an "existentialist" long before the word was ever heard of, and a philosopher in the original sense of a lover of wisdom. His effectiveness as a teacher was immensely increased by his extraordinary use of words and images, an accomplishment which spilled over into poetry and resulted in three published volumes of verse. He was never content merely to lecture, but repeated his explanations with untiring patience and a steadily mounting wealth of illustration, until the most inattentive student had followed his thought. Unpretentious as he was in appearance and manner, those who profited from his teaching and example drew from his sense of "infinite riches in a little room"; and those who were his colleagues are proud and grateful for their association with him."

The Principal moved that the above Resolution be inscribed in the Minutes of this meeting and a copy sent to Mrs. Lane and also to His Honour, Judge Wilfred Lane. The Resolution was seconded by Dr. George Birch.

MINUTES:

The Minutes of the Annual Meeting, held on the 23rd November, 1960, were approved on the motion of Mr. McGibbon, seconded by Principal Cowland.

CORRESPONDENCE AND REPORTS - the Secretary

- (a) Letter of thanks and appreciation from Rev. Professor James R. Guthrie, Secretary, Senior Common Room, on behalf of the members for the new wall-to-wall carpet which had recently been provided.
- (b) Regrets from Mrs. Burns Flewes, Mrs. J. R. N. Wilson and Messrs. Arroy, Cassel, Earl, Macaulay, Sheppard and Wheeler at their inability to attend.

January 19th, 1961.

3

- (c) Reported \$16,000. received on account of Alice F. Newwood Estate from Canada Permanent Trust Company; received \$3,868. from the Donald M. Springer Estate, being the balance of bequest; received \$1,000. from the Louis G. Breithaupt Estate, being payment in full of bequest.

PRESIDENT'S ITEMS:

(a) The following is the list of gifts received since the Board meeting 20th October, 1960:

<u>1960</u>			
Oct. 20	G. J. Clarke	100.00	Principal's Fund for Emmanuel College
Oct. 20	Prof. C. B. Sissons	100.00	A. J. Bell Scholarship
Oct. 25	M. Preston Gilbride	50.00	Jean Preston Toshioka Memorial Scholarship
Nov. 1	Victoria Women's Assoc.	1400.00	Victoria College Bursaries
Nov. 1	C. B. Inman	200.00	Emmanuel College Principal's Fund
Nov. 16	Allen, Miles, Fox & Johnston	150.00	Elliott Allen Scholarship
Nov. 17	Central United Church, Owen Sound		
Nov. 21	Atkinson Charitable Foundation	104.16	Emmanuel College Choir Fund
Dec. 5	Business Women's Club of Bloor Street United Church	5000.00	Victoria College Bursaries
Dec. 5	Geo. C. Pidgeon Scholarship Fund	25.00	Geo. C. Pidgeon Scholarship Fund
Dec. 8	G. J. Clarke	1000.00	Emmanuel College Bursaries
Dec. 13	Session Fund - Streetsville United Church		
Dec. 15	Anonymous (D.O. Robson)	100.00	Sustaining Fund
		700.00	Travelling Scholarship for Classical Studies and De Witt Scholarship
Dec. 15	Harcourt Lodge A.T. & A.M.	100.00	Emmanuel College Bursaries
Dec. 15	Miss Winnifred C. Lee	40.00	Geo. C. Pidgeon Scholarship Fund
Dec. 16	General Motors	200.00	Overhead re. scholarships
Dec. 16	Imperial Oil	200.00	"
Dec. 16	International Nickel	973.60	"
Dec. 19	Number Valley United Ch.	50.00	Emmanuel College Bursaries
Dec. 21	Melrose United Church	600.00	Graduate Fellowship Emmanuel College
Dec. 29	R. E. Carty	100.00	Gertrude and Dawson Matheson Prize
Dec. 29	Kirk Club of Bloor Street United Church	175.00	Geo. C. Pidgeon Scholarship
Dec. 31	Atkinson Charitable Foundation	5000.00	Victoria College Bursaries
Dec. 31	Dr. A. Dawson Matheson	400.00	Gertrude and Dawson Matheson Prize
<u>1961</u>			
Jan. 9	Lawrence Park Community Church	500.00	Emmanuel College Bursary
Jan. 12	Mark St. United Church	100.00	"
Jan. 16	Wallace E. McLeod	460.00	Staples Prize in Orientals

January 19th, 1961.

IABHC

(b) University of Toronto Annual Campaign & report on a recent conference with the President of the University and others indicating considerable progress had been made in planning for a campaign to be instituted early this coming summer. St. Michael's College have indicated that they will join with the University of Toronto, and consideration is being given by other faculties throughout the University in regard to participation. The President moved, seconded by Mr. Deacon, that this Board approved in principle the proposals now being considered and that the entire matter be referred to the Public Relations Committee which would be asked to confer with the Alumni and Alumnae Associations. Carried.

(c) Staff -

- (1) The appointment of Mr. Niclas Christoph de Nagy as Assistant Professor in the Department of English on a sessional basis, at a salary of \$7,000. The appointment is to be effective from 1st July, 1961, and as Mr. de Nagy is at present in Europe, a travel allowance of \$300. is recommended. Approved on the motion of the President and Principal Frye.
- (2) The appointment of Mr. Kenneth R. Thompson as Lecturer in the Department of Classics, at a salary of \$5,000. The appointment is to be effective 1st July, 1961. Approved on the motion of the President and Principal Frye.
- (3) Leave of absence for Professor E. Dobbie, Emanuel College, from 1st January, 1962 to September, 1962 - approved.
- (4) Leave of absence for Professor Laure Riese from next April as soon as lectures are over and term marks complete, to remain in Paris until the end of the first semester of the academic year 1961-1962 - approved.
- (5) Leave of absence for Professor Kingsley Joblin from January to June of 1962.
- (6) Leave of absence for Professor R. W. James from April as soon as term marks complete and prior to the beginning of final examinations, until the opening of term in September, with a grant of \$1,000. - approved.
- (7) Leave of absence for Professor A. C. N. Ross for the summer of 1961 with a grant of \$1,000.
- (8) Leave of absence for Professor Francis E. Sparshott for the academic year 1961-1962 on half salary. Professor Sparshott has been awarded \$4,000. by the American Council of Learned Societies. This is an outstanding award and a great compliment to Professor Sparshott.

January 19th, 1961.

(d) Limitation of Enrolment -

The University has suggested that for the First Year in the Faculty of Arts and Sciences for the session 1961-62, enrolment be restricted to 2,030 and such limits in the First Year of the General Course in Science and First Year Mathematics, Physics and Chemistry may be as the committee recommend. After brief explanation by the President this was approved.

(e) University of Toronto Senate -

The Executive Committee of the Senate recommends that the Connaught Medical Research Laboratories be represented on the Senate by one member. As any change in the composition of the Senate which affects rights of representation requires approval by the federated colleges and the Faculties of Arts, this was now presented to the Board for our approval. On recommendation of the Principal approval was unanimously given.

REPORTSLIVING ENDOWMENT 1960:

Mr. John S. Deacon stated that he was delighted to report that the results for 1960 had exceeded his best expectations. A total of \$19,369.31 had been received. The total number of contributors amounted to 1,069, of whom 136 had contributed for the first time. The total of \$19,369.31 received this year compares with \$18,441.67 received for 1959. Mr. Deacon expressed his thanks and appreciation to those who had participated in the telephone campaign shortly before Christmas, and mentioned especially the splendid organization that had been set up for this by Mr. Ralph Albrant, Development Office, University of Toronto.

RESIDENCES AND SERVICES COMMITTEE:

Dr. Jean F. Davey presented and read the following Report, stating that the Chairman and Vice-Chairman of the Committee were out of the city:

"Your Committee met on Thursday, January 12th, 1961 and begs to report:

1. The appointment of Mr. James Carter as Don of Middle House to replace Mr. William Morris who had resigned as of December 31st last. Mr. Carter was a First Class Honours student in Philosophy, later awarded a Rockefeller Scholarship and now studying for his Master's degree. The recommendation comes from the Senior Tutor and is approved by the President.
2. With the approval of the Chairman of the Property Sub-Committee of the Finance and Property Committee, we have authorized award of contract in amount of \$3,790. to Kenneth C. Siddall Limited to install an automatic watering system for the grounds surrounding Margaret Addison Hall. This does not include the Playing Field. (This authorization was made before your Committee was aware that the Property Sub-Committee would meet on January 18th.)

January 19th, 1961.

IR/HC

3. The furnishings and decorating of the various Houses has been substantially completed and we are now making a further study with reference to the flooring in the lower Houses, laundry facilities throughout the entire Men's Residences and other items respecting life in general throughout these Residences.
4. The Report of the Dean of Women for 1959-60 has been given study especially as regards accommodation for women students living in the "Toronto area", as distinguished from the City of Toronto. It was resolved that this Report be passed on to the Planning Committee with the request that it study the desirability of increasing residence accommodation for women.
5. Attention was given to the present use of Myallwood Students' Union and we have appointed an ad hoc committee to give this further study after reports have been furnished by the Senior Tutor and the Dean of Women. Special consideration will be given to the use of the space presently occupied by the Archives.
6. Duties and responsibilities of the Dons in both the Men's and Women's Residences is being examined and will be reported upon at a later meeting.
7. The Survey covering operations of our residences and dining halls has been underway since the middle of December. The Report is expected within two or three weeks.

All of which is respectfully submitted this 19th day of January, 1961."

"Jean F. Davey"
Pro-Chairman

The Report was received.

LIBRARY BUILDING COMMITTEE:

Mr. Clare F. Wood, Chairman, presented and read the following Report:

"For another interim Report I can give you the following facts in regard to progress:

1. Plastering in the basement will be completed tomorrow and will begin on the ground floor on Monday.
2. Exterior stone for the east wall was completed two days ago and it is expected that the north wall will be completed before the end of next week.
3. The laying of ceramic tile is well underway for the washrooms.
4. Topping on floors is now 85 per cent complete.
5. Erection of metal ceilings will begin on Monday.

Tenders for the stacks have been called and are returnable on Monday, the 23rd instant.

No orders have as yet been placed for furnishings but our sub-committee are making excellent progress in their studies.

Generally speaking, work is all on schedule with a few items somewhat ahead of schedule.

January 19th, 1961.

Respectfully submitted this 19th day of January."

"C. F. Wood"
Chairman

The Report was received, it being noted with considerable satisfaction the progress that is being made with construction.

FINANCE AND PROPERTY COMMITTEE:

Mr. D. W. McGibbon, Vice-Chairman, presented and read the following Report:

"Your Committee begs to report:

1. (a) An organization meeting was held on December 16th, 1960 and established the duties and responsibilities of the three sub-committees - Investment Sub-Committee, Budget Sub-Committee and Property Sub-Committee.
- (b) An extension of the survey covering the operations of the Men's and Women's Residences has been ordered from Woods-Gordon and Company to cover our accounting procedures and practices and also review and examine our main administration area.
2. The Chairman reports on behalf of the Property Sub-Committee that:
 - (a) Purchase of the semi-detached house 94 Charles Street West at a price not exceeding \$25,500. is recommended.
 - (b) Thorough consideration has been given to the purchase of the University Apartments on St. Thomas Street, which have recently again come on the market at a price of \$500,000. This price is regarded as being entirely too high and no action is recommended at this time.
 - (c) As the Library Building Committee has been giving some attention to the appropriate and necessary landscaping which will be required when the new library is completed, it is recommended that the Property Sub-Committee should be given the responsibility for this and that they arrange for consultation with the Library Building Committee. This should dovetail with an over-all scheme of landscaping for that portion of our campus lying south of Charles Street.
3. The Chairman reports on behalf of the Investment Sub-Committee the following sales and purchases:

Sale - \$100,000. Metro Toronto 3 1/2 debentures, due 1965. @ \$90 5/8

and

Purchase - \$100,000. Metro Toronto 5 3/8 debentures, due 1980 @ \$95 1/2.

January 19th, 1961.

180HC

Sale - \$450,000. Ontario Hydro 3½ debentures, due 1st March, 1963 @ \$96 1/8, together with interest to February 15th,

and

Purchase - \$425,000. Ontario Hydro 5½ debentures, due 15th February, 1961.

For Bloor Street Account:

Purchase - \$25,000. Province of Quebec 5½ debentures, due 1986 @ \$99½.

4. For your information, cheque for the Federal Grant has been received in an amount of \$560,105.66. Retaining 100 per cent of the Emmanuel College portion and 40 per cent of the Victoria College portion, Victoria University's share amounts to \$245,725.08. The University of Toronto share amounts to \$314,380.58, cheque for which has been sent to the University.

Also for your information, we have received our portion of the 24th distribution recently made by the National Fund, amounting to \$30,150. The total received to date by Victoria amounts to \$706,275.

In view of the time element, the Chairman requests Board approval for:

- (a) Purchase of 94 Charles Street West
- (b) Undertaking the responsibility for all landscaping
- (c) Sales and purchases set out in paragraph numbered 3.

Respectfully submitted this 19th day of January,

"D. W. McGibbon"
Vice-Chairman

Mr. McGibbon moved the adoption of the Report and approval of the items covering purchase of 94 Charles St. West, undertaking the responsibility of all landscaping, and the sales and purchases set out in paragraph numbered 3. Mr. John S. Deacon seconded the motion which was unanimously approved.

OFFICIAL VISIT:

The Rev. Dr. Harold W. Vaughan, Secretary, Board of Colleges and Secondary Schools, addressed the meeting. Dr. Vaughan stated that since assuming office he had visited all colleges of The United Church of Canada, had studied their academic work and examined their financial problems and was happy to tell us that Victoria was the best staffed and the best managed, that the Church was deeply grateful and happy over salaries at all levels, with the exception of certain hourly rates which he understood were now being carefully examined and would be appropriately adjusted. Dr. Vaughan spoke in the highest terms of the

January 19th, 1961

work being done in Emmanuel and especially as regards Graduate Studies. He urged that the scope of this latter work be enlarged, suggested the value of vocational training and its inclusion in the Graduate Department, and also spoke of the great need for good Canadian literature. At the conclusion of his address, the President expressed the appreciation of the Board for Dr. Vaughan's visit and moved a vote of thanks.

H. W. Vaughan
Chairman

Minutes of the Regular Meeting of the Board of Regents
Held in Alumni Hall on Thursday, 20th April, 1961

PRESENT:

Mrs. H. E. Langford, Chairman; Mr. J. E. Allen, Mr. J. D. Arnup, The Very Rev. Dr. J. H. Arnup, Mr. A. C. Ashforth, Mr. J. T. Bryden, Mr. E. F. Chishelm, Principal K. H. Cousland, Mr. J. S. Deacon, Mr. L. E. Earl, Mr. G. W. Enochs, Principal H. E. Frye, Mrs. D. M. Haag, The Hon. L. Macaulay, Mrs. C. F. McEachren, Mr. D. W. McGibbon, Mr. H. S. Mills, The Rev. Dr. V. T. Mooney, The Rev. Dr. A. B. Moore, Mr. W. L. Wheeler, Mrs. J. H. M. Wilson, and Mr. Wilfred C. James, Secretary.

PRAYER: The meeting opened with a prayer by Principal Frye.

MINUTES:

The minutes of the meeting of 19th January, 1961, a summary having been mailed to all members, were approved.

EXECUTIVE COMMITTEE:

The minutes of the meeting of the Executive Committee held on 12th April, 1961 were read by the Secretary and approved on the motion of Mr. McGibbon, seconded by Mr. Bryden.

COMMUNICATIONS - the Secretary

- a) Regrets from Dr. Davay, Mrs. Burns Flewce and Messrs. Ashton, Bickle, Cass, Falchney, Fingland and Vansbrough at their inability to attend.
- b) Notes of thanks from families of the late Mrs. J. J. Brown and kids.
- c) Letter of appreciation from the Secretary of the Toronto Regional Conference of Pastoral Care for hospitality at recent conference.
- d) Letter from Treleaven & Milne, Solicitors, advising of a bequest from the Estate of George Wellington Wallace of certain mining and industrial stocks, the revenue from which is to be applied for an annual scholarship to a student who has passed with high standing in Homiletics, the scholarship to be named "The Albert Wallace Scholarship, in loving memory of my brother and my son, F. O. George Albert Wallace, who gave his life in active service on September 28, 1913."
- e) From the Alexander MacGillivray Estate was received \$1829.15, in full, of bequest for the Emmanuel College Choir Fund.
- f) Jessie Draper Estate - receipt of bequest for \$100. to Victoria University.

PRESIDENT'S ITEMS:

1. Appointments:

- (a) Rev. Robert E. Osborne, B.A., B.D., S.T.M., as Assistant Professor, New Testament, in Emmanuel College, at a salary of \$7,000. per annum, from 1st July, 1961, together with grant to cover moving expenses from St. John, N.B. The President moved, seconded by Mr. H. S. Mills, this appointment, whereupon as required by Section 8, paragraph (c), the vote of those elected by the General Council of the United Church approved the resolution

20th April, 1961

as did the vote of the full Board.

- (b) Rev. Ludo J. Winckel as Instructor for one year, from 1st July, 1961, at \$3,500., on account of the sabbatical leave of Professor Dobbie beginning 1st January, 1962.
 - (c) Rev. John V. Dahms, B.A., B.D., Th.M., as Graduate Assistant, at \$1,500., for the session 1961-1962.
 - (d) Rev. Edward T. Lute, M.A., B.D., as Special Lecturer in Department of Ethics, at \$5,500., to be charged to Staff Leave and Travel Fund. Mr. Lute is replacing Professor Sparshott, on leave of absence during 1961-62.
 - (e) Mr. Charles Genno, M.A., as Instructor in German, for the session 1961-62, at a salary of \$5,000.
 - (f) Mr. Farquharson's sessional appointment be renewed for one year in the Department of German.
 - (g) Mr. Wilfred C. James' term as Bursar be extended to June 30, 1962.
 - (h) Professor J. A. Surerus' term as full Professor be extended one more year to June 30, 1962.
 - (i) Professor G. A. McMullen having reached the age of sixty-five, his term be extended to June 30, 1963.
 - (j) Professor Joblin having requested his leave of absence be postponed, therefore Professor G. A. Boyle be granted six months leave of absence from January 1, 1962.
 - (k) Professor Millar MacLure to be promoted to full Professor as from July 1, 1961.
2. Special Committee on Selection of Principal of Emmanuel College as Successor to Principal Cousland two years hence
- Mr. R. S. Mills, Chairman
Mr. H. E. Langford
Rev. Dr. C. A. Lawson
Mr. John D. Arnup
Rev. Dr. F. P. Fidler
Mr. L. Macaulay
Rev. Dr. V. T. Mooney
Dr. A. B. S. Moore
3. The Watt Post-Graduate Travelling Fellowship in Public Worship

The President reported that Miss Elsie Watt proposed to provide up to \$2,500. annually for the above Fellowship, which would be tenable on the following terms:

"This Fellowship may be awarded by the Senate of Victoria University upon the recommendation of the Executive of the Council of Emmanuel College for post-graduate study in Public Worship in Great Britain and Europe. The holder shall be a graduate of Emmanuel College, a candidate for ordination in The United Church of Canada, who has taken the first class standing in the course in Liturgics and in the elective work in Public Worship at Emmanuel College, and who has also shown himself to be of proven academic ability in his other studies at Emmanuel.

20th April, 1961.

18

The requirements of the Fellowship are:

- a) The holder will undertake at a University in Great Britain or Europe a course of study in a specific area of Public Worship.
- b) He will make, through actual visitation, a critical examination and evaluation of the worship of the major Christian denominations. For this purpose the holder will travel both in Great Britain and Europe.
- c) The place and programme of studies shall be approved by the Executive of the Council of Emmanuel College, which shall also fix the amount of the Fellowship and determine the ways in which the holder shall report on his studies to the Professor of Public Worship of Emmanuel College.

Applications for this Fellowship which is not tenable with any other post-graduate Fellowship or Scholarship shall be made to the Principal of Emmanuel College by January 31.*

The President moved, seconded by Principal Cousland, that this information be received and recorded in the Minutes.

4. Proposal to Assist in the Work of our Overseas Colleges

Victoria might well become interested in and of assistance to University College of the West Indies, Union Theological College in Jamaica, Chung Chi College in Hong Kong. Assistance might be by sending one of our staff to teach in such colleges for six months or longer, either by way of loan or exchange - reference to "spirit of world concern on our campus". Several spoke in support, and it was apparent that some \$10,000. expense would be involved, including travel and living expenses and salary.

On the motion of the Rev. Dr. Mooney, seconded by the Very Rev. Dr. Arnup, it was agreed that \$10,000. be included in next year's budget for this project. Approved, with one dissenting vote.

5. Archives Removal

That the Archives, instead of being moved to 4 St. Thomas St., be moved to the presently unassigned basement room in the New Library. This would be a change from the earlier decision of the Board, will result in substantial financial savings and will also allow for 4 St. Thomas St. to be used for another division of the University's work. The move to the New Library should be effected by June 15th.

Further that space vacated by the Archives be made available for extending the present facilities of the Union as may be recommended by the Residences and Services Committee.

These changes were approved on the motion of the President, seconded by Mr. J. T. Bryden.

14

April 20, 1961.

REPORTS

LIVING ENDOWMENT:

Mr. John S. Deacon, Chairman of the Graduates' Committee, in reporting, stated that this was probably the last time he would be heard from in this connection, as the Fund had now been merged with the Annual Appeal of the University of Toronto. All Victoria graduates have been advised of this change in a letter from the President. Mention of the change is also made in the printed Report currently in the mail.

The total received through the Living Endowment since it was launched in October, 1952 up until today amounts to \$172,932.

A warm expression of thanks was extended by the Board to Mr. Deacon and those associated with him during the period of operation of the Living Endowment.

LIBRARY BUILDING COMMITTEE:

In the absence from the city of the Chairman, the following Report was presented and read by the Secretary:

"For a further interim Report, I can give you the following facts in regard to progress:

1. All work in the basement is completed except for the last coat of paint.
2. Mechanical trades will be completed in two weeks.
3. Installation of window frames beginning today.
4. All glass now delivered and installation will begin next week.
5. Bronze hand rails will be completed in another week.
6. Millwork 99% complete.
7. Teak paneling begins today.
8. All flooring will be completed next week.
9. Concrete walks underway; driveway and curb will be started next week.
10. Cleaning and pointing exterior stone now under way.
11. Construction shacks being moved off property today.

Respectfully submitted this 20th day of April on behalf of the Chairman,

Wilfred C. James
Secretary

18BHC

April 20, 1961.

15

RESIDENCES AND SERVICES COMMITTEE:

The Chairman, Mrs. J. E. M. Wilson, presented the following Report:

*Mr. Chairman, Mr. President, Members of the Board:

Your Committee has had, since the last Board meeting, two special meetings to receive and implement the Woods-Gordon Survey of their operations, and one regular meeting.

A special sub-committee, under the chairmanship of Mr. Wheeler, has directed the Woods-Gordon survey, and has met twice on this work.

The procedure followed by our Committee in dealing with the recommendations of the Woods-Gordon report has been to apportion a part to each member for study and consultation with appropriate staff members.

Mrs. Haag has prepared recommendations on the Women's Residences and the handling of household contracts;

Mr. Edmonds on the Men's Residences and Burwash Dining Hall kitchens;

Mr. Wheeler on the summer operations;

Mr. Falls on residence fees, food charges in Burwash Dining Hall, revised wage rates and re-allocation of staff;

Mr. Wansbrough on revised forms for monthly statements and the streamlining of their preparation, and a system for control of foodstuffs and a system for costing Annesley Hall food;

Dr. Davey on the infirmary and the laundry operations in both the Women's and Men's Residences and in the kitchens of the Residences;

and in Mrs. Flew's absence through illness, the preparation of the Wymilwood Coffee Shop recommendations has been carried on by myself.

The revised recommendations have been studied and discussed by our Committee. One result of this study has been to point up the fact that our accounting system and statistical tabulations should be revised so that Officers of the University, our Committee and the Board would have prompt, factual information to assist them in making proper decisions. The recommendations of the Woods-Gordon report in this field have been adopted without question.

Some of their other recommendations have also been adopted. Others have been rejected or adopted in revised form, as we obtained detailed information that was not available to the authors of the report. Several of the recommendations have been neither adopted nor rejected, for we believe that additional information which the new accounting methods will produce should be available to us before we come to decisions on these points. In some cases, we expect to have sufficient information to make our recommendations by next September. In other cases, we shall have to wait until next March, when a whole year's experience can be appraised.

Most of these recommendations of which I speak concern the internal functioning of your Committee, and I shall not report on them to you at this time. Should any member of the Board wish information on them, however, I shall be glad to give it.

One recommendation which must properly come before this Board, however, concerns the Wymilwood Coffee Shop. This Coffee Shop was planned originally when the present Union was built two years ago, primarily as a meeting and lounge room for city students to mix with

16

April 20, 1961.

16BHC

residence students. It was furnished with tables and chairs and equipped with a limited food service for snacks and drinks. Today, with our increasing enrolment, which, because we have no more room in residence, will be more city students, we find that there is urgent need for an expanded and more efficient food service, particularly for lunch between 12:00 and 2:00, and for auxiliary space for city students who may wish to bring their lunch from home and get a cold or hot drink here.

The Residences and Services Committee therefore recommends that plans and estimates to renovate the present Coffee Shop be proceeded with immediately, and that plans and estimates to furnish and equip the Archives space as a lunch and lounge room also be called for.

I should like also, at this time, to report to this Board that your Committee has had the finest co-operation and assistance from every member of the staff who has been concerned in the preparation of the material of the Woods-Gordon survey and the recommendations which have followed it, and I would like to suggest that a letter go to each from this Board, thanking them.

I should like to ask also that a special vote of thanks go to our Bursar and Secretary here and now, for his magnificent work during this period. We recommend that from now on he be known as Mr. Univic.

In the matter of reporting to you on the regular business of your Committee, I have the following items:-

Financial Statements: It would appear that, as of March 31st, our Men's and Women's Residences are within a few hundred dollars of being in the same position as last year at this time. If we continue to parallel last year's experience for the balance of the year, we shall finish at June 30th, with a small surplus in the Women's Residences and the Students' Union, and a deficit of some \$19,000., after deduction of \$8,000. for depreciation, in the Men's Residences.

Residence Fees: It is recommended that fees for men in residence be set at \$630. for double rooms, \$650. for singles, and increase of \$30. over last year.

It is recommended that fees for women in residence be set at \$585. for both singles and doubles, with a separate and additional fee of \$15. for infirmary service, making a total of \$600., an increase of \$25. over last year.

It is recommended that the charge for summer accommodation be \$12. per week, that the charge for church groups be \$3.00 per night, and other conventions \$4.00 per night, and that the Bursar be empowered to set these fees.

Respectfully submitted this 20th day of April, 1961.

"Lois Wilson"
Chairman

At the conclusion, Mrs. Wilson moved the adoption of the Report, seconded by Mr. George Edmonds - carried unanimously.

April 20, 1961

17

FINANCE AND PROPERTY COMMITTEE:

The Chairman, Mr. J. T. Bryden, presented and read the following Report:

*This Committee met on April 12th, 1961 and approved the reports of the Investment Sub-Committee and the Property Sub-Committee. The Investment Sub-Committee reported the following purchases and sales:

PURCHASES

<u>Bonds</u>		<u>Cost</u>
\$ 25,000.	Hydro Electric Power Commission of Ontario ½% due 15 February, 1981	\$ 24,250.00
\$250,000.	Province of Ontario ½% due 15 April, 1981	\$250,000.00

Stock

1,000 shares British American Oil Common Stock	\$ 33,100.00
765 shares Toronto-Dominion Bank	\$ 28,305.00

SALES

<u>Bonds</u>		<u>Profit or Loss</u>
\$250,000.	Province of Ontario ½% due 30 June, 1962	\$ 3,750.00 Profit

Stock

4,400 shares Canadian Food Products Common Stock	\$ 3,353.50 Profit
200 shares Canadian Food Products 1st Preferred Stock	\$ 2,087.00 Profit
200 shares Canadian Food Products 2nd Preferred Stock	\$ 2,087.00 Profit

The Property Sub-Committee reported that:

- 94 Charles Street West had been purchased for \$25,000. and certain furnishings for \$530. The purchase was made subject to present tenancies until May 31, 1962. Management of the property has been turned over to the Chartered Trust Company.
- Mr. Austin Floyd, Landscape Architect, has been retained as Consultant, at an annual fee of \$400. His service is to include monthly visits from March 15th to November 15th.
- Authorization has been given for landscaping the area surrounding the new library. Estimated total cost is not to exceed \$39,710. Conferences with the Commissioner of Parks for Metropolitan Toronto now under way, may result in substantial savings from this estimate.

April 20, 1961.

18
18BHC

- Authorization has been given to the Superintendent of Buildings and Grounds to call for tenders from Landscape Gardeners to look after maintenance of all new trees in the library area for a period of three years and also for planting, maintenance including feeding, spraying and pruning, throughout the entire campus.

Respectfully submitted this 20th day of April, 1961.

"J. T. Bryden"
Chairman

At the conclusion, Mr. Bryden moved, seconded by Mr. McGibben, the approval of the Report, which was unanimously adopted.

There being no further business, the meeting closed shortly after 5:30 p.m.


Chairman

Minutes of the Regular Meeting of the Board of Regents
Held in Alumni Hall on Thursday, 22nd June, 1961

PRESENT:

Mr. W. E. Langford, Chairman; Mr. J. B. Allen, the Very Rev. Dr. J. H. Arupp, Mr. J. B. Arupp, Mr. A. C. Ashford, the Rev. Dr. G. W. Birch, Mr. J. T. Bryden, Mr. E. F. Chisholm, Principal K. H. Cowland, Dr. J. F. Davey, Mr. J. S. Deacon, Mr. L. S. Earl, Mr. G. W. Edmonds, Principal R. N. Frye, Mrs. D. W. Hagg, the Hon. L. Macaulay, Mr. E. S. Mills, the Rev. Dr. A. B. H. Moore, Mr. D. W. McEibben, Mr. G. H. Sheppard, Mr. F. A. Mansbrough, Mr. W. L. Wheeler, Mrs. J. E. M. Wilson; and Mr. Wilfred C. James, Secretary.

PRAYER: The meeting opened with a prayer by Principal Cowland.

RESOLUTION - Late E. W. Bickle

The President presented and read the following Resolution:

"The Board of Regents of Victoria University records with sorrow and a deep sense of loss, the death on May 2nd, 1961, of Mr. Edward William Bickle, who, for twenty years had been a member of this Board, serving until November, 1960 as Chairman of its Finance Committee and as Treasurer of the University. He brought to the service of Victoria the great gifts of wisdom, initiative and integrity which had marked his career in the world of finance and public affairs. His unique skill in the administration of the finances of Victoria University not only brought her through critical times but laid firm and broad foundations for her future development. His warm friendship and sage counsel were a perpetual source of strength to all who carried responsibilities for the operation of this institution.

As the members of the Board express their profound gratitude for Mr. Bickle's great services, they would also pay tribute to the memory of a distinguished Canadian. He was a gallant soldier in time of war and a citizen who carried more than an individual's share of responsibility for the common good in times of peace. He made a significant contribution to the structure of Canadian life not only through his own firm but through many of the business and industrial enterprises, both private and public, of the nation. He was a trusted advisor of government and was as well unstintingly generous in the service he gave to community welfare.

The enthusiasm and vigour with which he threw himself into the life of his time was also carried into the field of sport, where he was at home in the Maple Leaf Gardens or by a trout brook in the Caledon Hills. A man of quiet faith, he was a loyal member of the Church whose welfare ever concerned him.

We greatly miss this colleague whose zest invigorated us, whose judgments guided us and whose friendship warmed us. We are deeply thankful that it has been our privilege to live and work with him. We, the members of the Board of Regents, express to Mrs. Bickle and to all the members of the family our heartfelt sympathy in their great loss."

The Resolution was unanimously adopted, with instructions to insert it in the Minutes of this meeting and also that a copy be sent to Mrs. E. W. Bickle and to Mrs. W. P. Wilder.

MINUTES:

- a) Board of Regents, 20th April, 1961, a summary of which had been forwarded to all members, were approved on the motion of Mrs. J. E. M. Wilson.

22nd June, 1961

- b) A Report and the Minutes of the meeting of the Executive Committee held on 7th June, 1961 were synopsised by Mr. R. S. Mills and approved.

CORRESPONDENCE - the Secretary reported

- a) Appreciation of sympathy from James Brown family
b) Payment of \$10,000. from Alice F. Henwood Estate.
c) Payment of \$4,158.65 from Margaret E. Henwood Estate
d) Payment of \$12,500. from Ann Laidlaw Agency
e) Regrets from those unable to attend
f) Letter from Chairman, Archives Committee, The United Church of Canada, expressing thanks and appreciation for provision of space in New Library for our joint Archives.

PRESIDENT'S ITEMS:a) **Gifts**

The President reported the following gifts and moved that they be accepted with gratitude:

Protestant Women's Federation	50.	Emanuel College Scholarships
Hamilton Presbyterian Women's Association	100.	Emanuel College Bursaries
Miss Elsie Watt	100.	The John Dow Prize
Rev. Mrs. A. W. Lang	50.	Emanuel College Bursaries
Victoria College Alumnae Association	50.	Margaret E. T. Addison Memorial Scholarship
Victoria Women's Association	100.	Margaret E. T. Addison Memorial Scholarship
Miss Elsie Watt	2,500.	Watt Travelling Fellowship
St. Andrew's United Church	3,000.	J. E. P. Selater Scholarship Fund
St. Andrew's United Church	300.	Sustaining Fund

b) **Appointments and Promotions**

- Mr. Adair Dale as sessional Lecturer in Department of Classics for 1961-62, on recommendation of the Principal and that of Professor Robson - salary \$5,500.
- Mr. F. David Heoniger of Department of English promoted from Assistant Professor to rank of Associate Professor, effective 1st July, 1961.

22nd June, 1961

21

3. Mrs. Dorothy Parker in Department of English re-appointed as part-time instructor, with teaching schedule of four hours.
 4. Mrs. Laura Braswell as part-time instructor in Department of English, with teaching schedule of three hours. Recommendations by Professor MacLean and approved by Principal.
- c) Resignation of Dr. C. C. Love as Senior Tutor that he might devote his entire time to his academic work in the Department of English - accepted on motion of the President, seconded by Mrs. Wilson, and further that appointment of his successor be left in consult with Mr. H. S. Mills, the Chairman of the Appointments Committee.
- d) Rev. Professor George Boyle appointed to assist in the academic work of Union Theological Colleges in Jamaica upon terms and conditions approved at the Board meeting of 20th April, 1961.
- *Enrolment fee for students in Emmanuel College increased from \$7.00 to \$10.00.
- f) Cross-Appointments - Letter dated 19th June received from Dr. Bladen, Dean of Faculty of Arts and Science, enclosing copy of Announcement of a plan for making some cross-appointments between College and University staffs. It is unlikely that negotiations will be undertaken before the beginning of next term. The announcement was made by Dr. Bissell following discussions with heads of federated colleges to strengthen and clarify the academic role of the colleges in the University. The main purpose is to provide for the Colleges taking some part of the instruction in University subjects. At the present time Victoria makes one appointment in Italian and Hispanic Studies. It is now proposed to extend this practice. No new appointment will be made prior to July 1st, 1962. Procedures to be followed are set out in the announcement, which appears verbatim as Schedule "A" to these Minutes.

MASSELL 360 FEET - BLOOR STREET FRONTAGE

Mr. Ralph S. Mills, Q.C., as our Counsel, reported Mr. Pinick had delivered to him a few days previously a new and amplified set of Robinson plans for the easterly 360 feet of our Bloor Street frontage and had requested they be considered "in principle" by the Executive Committee as soon as possible. As there had been no time to call the Executive, Mr. Mills explained the sketches and elevations on hand and suggested they might then be approved "in principle" so that the lessees might proceed further with their plans and detailed sketches

- Agreed.

22nd June, 1961

REPORTS

CHANCELLOR'S COMMITTEE:

In the absence of the Chairman, the Rev. Dr. V. T. Mooney, and at his request, the Secretary read the following Report:

"In October, 1960, the Board of Regents appointed a Committee consisting of Mrs. J. R. W. Wilson, Mr. Ralph Mills, Mr. L. Macaulay, Rev. Frank Fidler, Rev. V. T. Mooney and, *ex officio*, the President and the Chairman of the Board, to make a study regarding the office of Chancellor. The Committee has held two meetings, at one of which it invited Dr. Sissons to trace the history of the office, and Mr. James to report on how the office came to be separated from that of the President during President Brown's term.

It appears that for many years the heads of Victoria University held the offices of both President and Chancellor, and the title most used was that of "Chancellor". However, with the federation of Victoria University with the University of Toronto, Victoria ceased to confer degrees except in Theology. The role of Chancellor was thereby diminished and that of President emphasised, though the head of Victoria continued for many years to be known as the Chancellor.

Possibly to give greater status to distinguished laymen, who were honoured with the title of Vice-Chancellor, it was decided to give to them the office of Chancellor, and legislation was secured in 1944 which, *inter alia*, empowered the Board "to appoint a Chancellor of Victoria University and to determine the tenure of office", and "to appoint a President who shall also be Vice-Chancellor". The duties of the Chancellor are set forth: he "shall preside at the meetings of the Senate and of Convocation of Victoria University and shall confer degrees". In the Victoria University Act of 1951, there is no separate section for the appointment of a Chancellor but this office is in the same paragraph as that of the President, Registrar, etc. The duties are described as in 1944. However, the by-laws passed by the Board include the following:

"The Chancellor shall hold office for three years and shall be eligible for re-appointment for one further term. In addition to performing the duties assigned to him by Statute, he shall be especially charged with representing Victoria University to the public."

It seems that in practice the President always presides at meetings of the Senate, and that it may have been an error in judgment to have had stated in the legislation that this is a duty of the Chancellor. In presiding at Convocations, the Chancellor has opportunity to meet only a limited audience, for, as has been pointed out, degrees in Theology only are conferred. Thus, there is comparatively little of a public nature that Chancellors have been able to do for Victoria University.

Having reviewed and discussed the whole matter at length, your Committee has not been able to come to a definite recommendation concerning the office of Chancellor. It is of the opinion that if no significant function can be given to a Chancellor, we should be hesitant about asking a prominent person to accept the office; and it might be as well again to combine the office with that of the President. On the other hand, the Committee feels that if Victoria University might regain the right to confer honorary degrees, or if discovery might be made of other public services to be rendered by a Chancellor, it would be of advantage to the University to maintain the separate office.

22nd June, 1961

Since the University has no Chancellor at the present time, and under these circumstances the President will fulfill the Chancellor's duties, your Committee recommends that no action toward the appointment of a Chancellor be taken this year; and that either this Committee be now dissolved so that the office may be otherwise studied, or that this Committee be instructed to continue its study and report again next year.

Respectfully submitted this 22nd day of June, 1961.

"V. T. Hooper"
Chairman

After hearing the Report read it was unanimously agreed that the Committee be asked to continue with their study and that three more members be added to the Committee.

SPECIAL COMMITTEE RE EMMANUEL PRINCIPALSHIP:

Mr. Mills, Chairman of the Committee, gave a brief interim statement reporting progress.

LIBRARY BUILDING COMMITTEE:

Principal Frye, in the absence from the city of the Chairman, reported briefly on progress to date with reference to the installation of partitions on top floor, progress in respect to built-in furniture, the Archives area and the delay in delivery of stacks due to strikes which had tied up shipments from England. On behalf of himself and other members of the Committee, the Principal voiced the hearty appreciation of the work done by the Chairman, and in addition spoke in highest terms of Mr. Barney Rickard, the Superintendent who had been on the job throughout, and also expressed special thanks and appreciation to Mr. F. C. Stokes, our own Superintendent of Buildings and Grounds.

RESIDENCES AND SERVICES COMMITTEE:

Mrs. J. K. M. Wilson, Chairman, presented and read the following Report, which was unanimously adopted:

"Mr. Chairman, Mr. President, Members of the Board:

Your Committee has met twice since the last Board meeting, once to conduct its regular business and today to prepare a recommendation on the renovation of the Coffee Shop and the furnishing of the Archives space in the Students' Union.

- At the regular meeting on June 15th, the Committee authorized:
- the purchase of a new piano for the Students' Union;
 - the installation of coinomatic laundry equipment in the basements of those Burwash houses not already equipped with it;
 - the appointment of Dons for Burwash Hall as recommended by the Senior Tutor.

The Bursar reported that, up to June 15th, there is a total of approximately \$12,500. in income for summer business, which is a drop of about \$1,200. from this time last year. Bookings for the balance of the summer are good, and the Bursar's office is keeping more detailed records than formerly, so that we will have accurate information on which to base our decisions next year.

22nd June, 1961

The budget for our operations, presented by Mr. Wansbrough, was approved by your Committee and is incorporated into the general figures for the University. A copy is available to any member of the Board who may wish to see the full figures. I shall comment on only a few items:

1. Following the recommendations of the Woods Gordon report, we have substantially raised the level of wages for kitchen and housekeeping staffs to bring them more into line with hourly rates elsewhere on the campus. This results in increased expenditures of some \$6,000.
2. Although we had a small profit in the operation of the Union this year, we are budgeting for a loss of about \$3,000. next year, which is largely increased staff. We hope that extra business in a renovated and enlarged Coffee Shop will absorb this.
3. Our budget figures for the income from summer business are necessarily vague, for with our new lower rate we cannot be sure whether we will have more tenants at less money, or whether we would have been better off to have fewer tenants for more money. It is possible that Mr. Fleming, Mr. Coyne or Mr. Bladen might have been able to give us the correct answer to this, but unfortunately they were not available for comment.

Our special meeting today was called to prepare a recommendation dealing with the Coffee Shop and Archives space. I should like to remind you that at the last Board meeting approval was given to seek plans and estimates to extend the food facilities of the present Coffee Shop and to furnish the extra Archives room for the use of city students bringing their own lunch and wishing a place to meet and rest at other times of the day.

Careful study by our Superintendent's department has resulted in a revision of this plan. It now seems more practical and efficient if we convert the former Archives space into a Coffee Shop, by which we gain some 40 places, giving us a total seating capacity of 160. We then furnish the present Coffee Shop as a lounge, snack bar and games room for city students.

We shall be using, and adding to, all our present equipment, improving the lighting, ventilation and equipment for self-service, and giving all a fresh coat of paint.

The estimate for both jobs totals \$35,000, and we shall hope, by these improvements, to be able to handle an increase of one-third over our past capacity, or approximately 1100-1300 student requests per day.

I therefore recommend, on behalf of your Committee, that we authorize the Superintendent of Buildings to proceed with this work immediately.

Respectfully submitted this 22nd day of June, 1961.

"Lois Wilson"
Chairman

PUBLIC RELATIONS COMMITTEE:

Mr. Nelson Earl, Chairman, stated that the Committee met on 21st June, 1961 and reported:

1. a) To date this calendar year, our Living Endowment has received \$1,711. direct from contributors, and the Varsity Fund in four Reports through last month and this month advises \$11,580. received from Victoria graduates, making a total to date of \$13,291.
- b) A special letter of thanks and appreciation is being sent to all contributors over facsimile signature of the President (Dr. Moore).
2. Recommend that all paid advertising in secondary school magazines be discontinued.
3. Consideration is being given to future advertising for the use of our Residences during summer months. No definite recommendations at this date pending the outcome of this summer's results.
4. Consideration is being given to co-opting an assistant to help the Bursar in the production of Victoria Reports.

"J. Nelson Earl"
Chairman

FINANCE AND PROPERTY COMMITTEE:

Mr. J. T. Bryden, Chairman, presented the following Report:

*This Committee met on 19th June and approved the reports of its three sub-committees.

The Investment Sub-Committee reported the following purchases for our Bloor Street account:

\$25,000. Metropolitan Toronto	
5½%, March 1st, 1961, # 97½	\$24,312.50
\$25,000. Metropolitan Toronto	
5½%, March 1st, 1961, # 98 5/8	\$24,656.25

The Property Sub-Committee had met on 13th June to consider its budget for 1961-62 and requested approval of expenditures amounting to \$20,000. - this covers certain necessary grading, sodding, repairs to front walk and resurfacing the driveway at 51 Bincarth Road. Flagstoning will be laid the entire length of the Men's Residences between the Residences and the sidewalk; items for maintenance of our grounds are also included, as well as sodding at 4 St. Thomas Street. A limited amount of painting will be required in the academic offices in our Main Building. The gymnasium in the basement of Emmanuel College will be painted and the floor refinished.

The Budget Sub-Committee met on 14th June, at which time were present the Chairman of the Sub-Committee, the Chairman and Vice-Chairman of the Finance and Property Committee, the President, the Bursar, the Chief Accountant, and the Superintendent of Buildings and Grounds.

All items of revenue and expenditure for 1961-62 were carefully examined. The Budget was further-examined at the meeting of the Finance and Property Committee this week and the budget for 1961-62 has been unanimously approved for presentation to this Board.

"J. Bryden"
Chairman

Mr. Bryden then moved the adoption of this Report, specifically including the amounts set out for administrative and academic salaries as recommended by the President together with salaries and wages recommended by the Superintendent of Buildings and Grounds and as approved by this committee.

The Report was adopted unanimously.

A copy of the Budget is attached as Schedule "B" to these Minutes.

OTHER BUSINESS:

The Chairman stated he had received a letter from Miss Alta Lind Cook requesting that the Board authorize she be given a retro-active promotion from Associate Professor to Full Professor. As neither the President or Principal would support such request, no action was taken.

There being no further business, the meeting closed.

Healey
Chairman

22nd June, 1961 26A

SCHEDULE "A"

UNIVERSITY OF TORONTO
Faculty of Arts and ScienceAssessment with respect to cross-appointments in the colleges

For some time now, Dean Bladen, Principal Woodside and I have been discussing with the heads of the federated colleges ways in which the academic role of the colleges in the University could be clarified and strengthened. As you know, the colleges now give instruction only in certain subjects, in accordance with the original division of subjects between the University and University College. With the agreement of all the colleges, however, it has always been possible for the colleges to take some part in instruction in University subjects. At the present time, for instance, Victoria College makes an appointment in Italian and Hispanic Studies. This appointee is at the same time a full-fledged member of the University department and his appointment and his teaching responsibilities are worked out in close consultation with, and with the consent of, the chairman of the University department and the Dean of the Faculty. It is now proposed to extend this practice and to make it possible for the colleges to cross-appoint the members of existing University departments as well as to make appointments similar to that already made by Victoria. No new appointment will be made before July 1st, 1962, and each appointment will be preceded by a careful discussion, first, between the heads of the colleges, and, second, between the head of any particular college and the head of the University department in which an appointment is proposed. It is not intended that there should be many appointments of this nature, particularly of those initiated by the college.

It is suggested the following general procedures be followed:

- In the case of a cross-appointment of a member of a University department to a college staff, the head of the college will first obtain the agreement of the head or chairman of the University department, of the Dean of the Faculty of Arts and Science, and of the person nominated for cross-appointment. No cross-appointment can be made if there is not complete agreement at each stage of the discussions. The salary of the cross-appointee will continue to be paid by the University, and the University will be responsible for promotions. The college will reimburse the University for the amount of time which the cross-appointee gives to the college.
- In the case of an appointment to a college staff of a scholar engaging in a discipline at present in the care of a University department, the college will make the appointment only with the agreement of, and under the conditions approved by, the head or chairman of the University department concerned, and of the Dean of the Faculty of Arts and Science. The salary of such an appointee will be paid by the college, but the University will reimburse the college for the amount of time which the appointee gives to University instruction. Promotions will be made by the college, but, in each case, only with the agreement of the head or chairman of the University department concerned and of the Dean of the Faculty of Arts and Science.

SCHEDULE "B"

26B

VICTORIA UNIVERSITY
ESTIMATED OPERATING INCOME, EXPENDITURES AND APPROPRIATIONS
1961-62

	ACTUAL 1959-60	BUDGET 1960-61	ACTUAL 1960-61 (est. 2 mos.)	BUDGET ESTIMATED 1961-62
Statement 1 - INCOME				
BUDGET ACADEMIC FEES				
Tuition fees	477,566.	501,200.	581,000.	601,000.
GIFTS & GRANTS FOR GEN. OPER. PURPOSES (unrestricted)				
Living Endowment - total contributions	13,570.	10,000.	22,200.	20,000.
Less used for specific purposes	- 1,707.	- 2,000.	- 2,000.	- 2,000.
Board of Colleges & Secondary Schools	35,800.	37,300.	37,300.	40,000.
Other	3,165.	1,800.	4,300.	3,000.
	<u>50,828.</u>	<u>47,100.</u>	<u>51,800.</u>	<u>50,000.</u>
GIFTS & GRANTS FOR SPEC. OPERATING PURPOSES (restricted)				
Ed St. Andrew's Chair in Public Worship	6,000.	300.	300.	600.
William Asssey Treble Estate Fund for training young men for the Christian Ministry	2,350.	2,450.	2,700.	2,700.
Other	1,800.	1,800.	-	1,800.
	<u>8,350.</u>	<u>4,550.</u>	<u>3,000.</u>	<u>5,100.</u>
RECEIPTS FROM SERVICES TO OUTSIDE ORGANIZATIONS				
The United Church Training School	6,000.	6,000.	6,000.	6,000.
University of Toronto School of Grad. Studies	19,200.	19,200.	19,200.	19,200.
	<u>25,200.</u>	<u>25,200.</u>	<u>25,200.</u>	<u>25,200.</u>
RESIDUALS				
Bank interest & interest on deposit receipts	10,238.	1,000.	7,400.	5,000.
Parking lot	2,504.	2,000.	1,700.	1,500.
Other	261.	-	-	-
	<u>13,003.</u>	<u>3,000.</u>	<u>9,100.</u>	<u>6,500.</u>
ENDOWMENT INCOME				
From bonds and stocks	253,027.	236,000.	260,000.	275,000.
From outside trusts	14,372.	15,000.	15,000.	14,000.
Mortgage interest	62.	300.	-	-
From property investments	6,549.	5,000.	5,550.	5,000.
From loan to plant funds	11,284.	5,000.	4,500.	-
	<u>285,294.</u>	<u>261,300.</u>	<u>285,050.</u>	<u>294,000.</u>
Loss income transferred to special funds - scholarships, etc.	32,002.	34,000.	-34,000.	-35,000.
- special trusts	4,078.	5,000.	- 5,000.	- 5,000.
	<u>287,374.</u>	<u>260,300.</u>	<u>246,050.</u>	<u>254,000.</u>
FEDERAL GOVERNMENT GRANT FOR GENERAL OPERATING PURPOSES				
Portion retained	237,074.	240,676.	240,676.	247,491.
RENT OF GUYER STREET PROPERTY				
Rental	-	150,000.	151,200.	151,200.
TOTAL INCOME (General & Educational)	1,063,916.	1,193,426.	1,318,026.	1,348,691.

VICTORIA UNIVERSITY
ESTIMATED OPERATING INCOME, EXPENDITURES AND APPROPRIATIONS
1961-62

Statement 2 - EXPENDITURES	ACTUAL 1959-60	BUDGET 1960-61	ACTUAL 1960-61 (est. 2 mos.)	BUDGET ESTIMATES 1961-62
ACADEMIC				
Victoria College salaries	357,700.	404,750.	398,800.	434,750.
Essex Hall College salaries	102,395.	110,200.	110,025.	123,700.
Staff leave and travel fund	5,000.	5,000.	5,000.	15,000.
General expenses (statement 3)	9,949.	11,600.	11,990.	13,800.
Libraries	53,400.	66,054.	66,054.	87,382.
	<u>550,444.</u>	<u>599,604.</u>	<u>593,869.</u>	<u>674,632.</u>
ADMINISTRATIVE				
Salaries	110,482.	123,280.	116,350.	129,020.
Bank charges and exchange	255.	400.	275.	400.
Mortgage interest			169.	638.
National Trust Co. Ltd. - for services	3,010.	3,050.	3,020.	3,030.
Sundry grants	200.	500.	400.	500.
General expenses (statement 4)	23,231.	26,300.	25,570.	25,400.
	<u>157,158.</u>	<u>153,130.</u>	<u>145,794.</u>	<u>158,988.</u>
PLANT MAINTENANCE				
Operating expense (statement 5)	108,029.	119,420.	118,830.	153,694.
MISCELLANEOUS				
Legal expense		500.	300.	300.
Auditors' fees	1,500.	1,500.	1,500.	1,500.
Group insurance retiring allowance & provision for pension funds (statement 6)	64,613.	80,022.	75,275.	85,600.
Chapel expense			1,400.	2,000.
Tuition fees allowed to scholarship winners	15,431.	16,800.	20,641.	25,600.
Appropriation for bursaries, etc.	5,000.	5,000.	5,000.	5,000.
	<u>85,544.</u>	<u>101,822.</u>	<u>108,116.</u>	<u>118,000.</u>
EXTRAORDINARY OPERATING EXPENSES & APPROPRIATIONS				
Renovation of buildings & equipment				
General	70,000.	50,000.	65,000.	65,000.
Men's Residence			25,000.	
Landscaping	25,536.		39,710.	
Appropriation to superannuation & widows' pension fund	50,000.			
Appropriations to Plant Funds	55,000.	25,000.	50,000.	25,000.
Subsidy of Men's Residence			6,000.	3,500.
Other extraordinary expenses	1,484.	1,500.	210,710.	21,500.
	<u>208,020.</u>	<u>76,500.</u>	<u>310,710.</u>	<u>21,500.</u>
LEASE OF FLOOR STREET PROPERTY				
Commission to leasing agents (1/3)		25,000.	50,000.	25,000.
Other expenses		5,000.	28,000.	3,000.
Transfer to reserve for replacement of bldgs. and expansion		120,000.	73,800.	122,800.
		<u>125,000.</u>	<u>151,800.</u>	<u>151,800.</u>
TOTAL EXPENDITURES AND APPROPRIATIONS	1,064,219.	1,198,876.	1,320,209.	1,349,822.
EXCESS OF EXPENDITURES OVER INCOME & APPROPRIATIONS FOR THE YEAR:				
(Including auxiliary enterprises)	301.	5,440.	2,383.	1,111.
	<u>1,064,520.</u>	<u>1,204,316.</u>	<u>1,322,592.</u>	<u>1,350,933.</u>

VICTORIA UNIVERSITY
ESTIMATED OPERATING INCOME, EXPENDITURES AND APPROPRIATIONS
1961-62

Statement 3	ACTUAL 1959-60	BUDGET 1960-61	ACTUAL 1960-61 (est. 2 mos.)	BUDGET ESTIMATES 1961-62
GENERAL EXPENSES - ACADEMIC				
Stationery & office supplies		1,700.	1,750.	1,800.
Travelling	1,259.	1,500.	1,500.	1,500.
Printing, etc., re new staff	990.	1,000.	900.	1,500.
Expenses of Principals' offices	650.	900.	900.	900.
Convocation & graduation expense	624.	1,000.	540.	1,000.
Calendar & Bulletin expense	3,515.	2,800.	4,210.	4,200.
Language Laboratory	1,200.	1,200.	1,200.	1,200.
Functions		1,000.	760.	1,000.
Other	1,211.	700.	630.	700.
	<u>9,234.</u>	<u>11,600.</u>	<u>11,720.</u>	<u>11,800.</u>
Statement 4				
GENERAL EXPENSES - ADMINISTRATION				
Advertising	2,913.	2,800.	3,700.	3,700.
Stationery & office supplies	7,539.	6,500.	6,500.	4,500.
Postage	1,033.	2,000.	2,100.	1,600.
Travelling	619.	1,000.	600.	1,000.
Expenses of President's office	1,400.	1,600.	1,600.	1,600.
Functions	5,156.	5,000.	3,610.	5,000.
Public relations - "Victoria Reports"	2,982.	5,000.	5,100.	5,100.
Insurance other than property	1,327.	1,400.	1,400.	1,500.
Graduate records & Alumni expense		200.	200.	600.
Other	266.	800.	760.	800.
	<u>23,035.</u>	<u>26,300.</u>	<u>25,570.</u>	<u>25,600.</u>
Statement 5				
PLANT MAINTENANCE				
Plugs	52,965.	61,920.	61,000.	76,595.
Light and heat	19,522.	17,000.	19,000.	24,500.
Water	807.	1,000.	850.	1,200.
Telephone	5,298.	5,500.	5,800.	7,600.
Furniture, furnishings & equipment	2,424.	3,500.	2,130.	4,350.
Maintenance, repairs & renewals	13,530.	15,000.	16,300.	18,800.
Insurance - property	3,729.	6,000.	4,000.	4,500.
Supplies	1,997.	2,500.	2,150.	2,500.
Grounds	5,548.	4,000.	5,400.	9,850.
Athletic facilities	2,282.	3,000.	2,000.	2,400.
	<u>108,029.</u>	<u>119,420.</u>	<u>118,830.</u>	<u>153,694.</u>
Statement 6				
GROUP INSURANCE, RETIRING ALLOWANCES & PROVISION FOR PENSION FUNDS				
Group insurance	1,160.	1,200.	1,225.	1,400.
Payments re staff contributory pension plans	30,698.	45,000.	39,100.	48,400.
Retiring allowances	11,523.	16,000.	15,550.	16,700.
Superannuation & Widows' Pension Fund	18,532.	17,822.	19,160.	19,100.
	<u>61,913.</u>	<u>80,022.</u>	<u>75,035.</u>	<u>85,600.</u>

VICTORIA UNIVERSITY

SALARIES, RETIRING ALLOWANCES AND PENSIONS, JULY 1, 1961 TO JUNE 30, 1962

ADMINISTRATIVE STAFF

Moore, A. E. B.	\$ 19,000
James, W. C.	13,000
Diamond, K. M.	11,200
Shokes, F. C.	10,000
Scott, J. D.	7,000

VICTORIA COLLEGE STAFF

Frye, H. N.	17,000
Surerus, J. A.	13,600
Irving, J. A.	13,600
Trethewey, W. H.	13,600
MacLean, K.	13,600
Wood, J. S.	13,000
Arnold, R. K.	13,000
Coburn, Miss K.	7,000(half time)
Hare, F. A.	12,800
Robson, D. O.	12,800
Joblin, K. J.	12,800
Riese, Miss Laure	12,300
Macpherson, Miss Jessie	12,300
MacLure, M.	10,000
Macpherson, John	10,000
Love, C. C.	10,000
Jenking, Miss R. I.	9,800
Keyes, G. L.	9,600
Grant, J. R.	9,600
Field, G. W.	9,600
Russ, A. C. M.	9,600
de Montmoulin, D. P.	9,300
Clarke, E. G.	9,000
Hoeniger, F. D.	9,000
Sparshott, F. E.	4,000(half sal.)
Jeanes, R. W.	7,800
Robson, J. M.	7,800
Knight, D. J.	7,700
Boyle, G. A.	7,700
Kee, K. O.	7,600
Rathe, C. E.	7,600
Buitenhuis, P.	7,600
McCready, W. T.	7,300
Thompson, K. R.	6,500
Ricketts, P. T.	6,000
Macpherson, Miss Jay	6,200

EMMANUEL COLLEGE STAFF

Cousland, K. H.	14,000
Guthrie, J. R.	12,800
Dobbie, R.	12,600
Kelly, W. M.	12,600
Fennell, W. O.	12,600
Blackman, E. C.	11,500
McMullen, G. A.	11,500
Jay, C. D.	9,500
Boyce, G. W.	8,000
Osborne, R. E.	7,000
Reynolds, A. G. (Archivist)	2,000

VICTORIA COLLEGE

SESSIONAL APPOINTMENTS

de Nagy, N. C.	\$ 7,000
Farquharson, R. H.	6,700
Robertson, H. G.	6,000
Staples, W. E.	6,000
Rathe, Mrs. C. E.	5,700
Late, W. Adair	5,500
Late, E. T.	5,500
Gannon, C. N.	5,000
Brine, Miss M.	5,000
Priestley, J. E.	5,000
Girard, Mlle M.	5,000
Lang, Lab. Assiat.	3,000
Cook, Miss A. L. (int. wmg)	3,000
Parker, Mrs. D.	2,800
Sarrailh, Miss H.	2,400
Braswell, Mrs. B.	1,500
Fellow(English) 6	7,500
Fellow(French) 3	3,750
Fellow in Spanish	1,250
Fellow in German	1,250

EMMANUEL COLLEGE

SESSIONAL APPOINTMENTS

Winckel, L.	3,500
2 Graduate Assiat.	3,000

SECRETARIAL STAFF

Blewett, Miss C. M.	4,700
Fife, Miss F. O.	4,700
Trott, Miss D. C.	4,500
Ross, Miss J. E.	4,050
Westlake, Miss R. A.	4,000
Haigh, Mrs. K.	4,000
Hassard, Mrs. R.	3,950
Harper, Mrs. H.	3,750
Morrison, Miss M. E.	3,650
Andrews, Miss E.	3,600
Brinkman, Mrs. B. H. H.	2,000
Flynn, Mrs. F. E.	3,600
Eynstone, Miss W.	3,500
Bath, Mrs. M.	3,400
Ward, Miss J. E.	3,000
Thomson, Mrs. M. A.	1,440
New Staff	3,120
Misc.	1,000

APPROVED *A. B. R. Moore*
President.

VICTORIA UNIVERSITY
SALARIES, 1961-1962 (continued)

LIBRARY

Ray, Miss M. V.	\$ 8,000
Cannom, Miss V. R.	5,400
Honey, Miss M. E.	5,400
Smith, Mrs. E. M.	5,300
Sudmalis, Mrs. A.	4,800
Keir, Miss V. J.	4,600
Lukes, Mrs. Inia	4,500
Start, Miss M.	4,500
Coles, Mrs. S. C. (Ilmos)	4,216.67
Glaves, Miss E.	3,800
Fisher, Mrs. D.	3,600
Reid, Miss M. R.	3,500
Joblin, Mrs. K. J. (Ilmos)	3,335
Boshan, Mrs. E.	3,100
Reynolds, A. G. (Archivist)	2,200
Williams, Miss M.	2,200
Additional Staff	4,500
Pt. Time (nights)	1,000
Student Assistants	2,500

BUILDINGS AND GROUNDS

Chisholm, G.	5,250
Macintosh, W.	5,050
Apen, D.	5,000
Pearson, A.	4,800
Pascoe, A.	4,200
Herbert, R.	3,600
Ewood, J.	3,400
Fleming, R.	3,400
Walker, D.	3,320
Pallottino, N.	3,000
Trotti, G.	3,000
Green, J.	3,000
Lowden, G.	2,900
Herbert, Mrs. U.	2,600
Skraatina, Mrs. M.	2,275
Brown, N.	1,885
Tedd, Mrs. N.	1,825
Smith, Mrs. F.	1,340

New Library

Day man	\$ 4,300
Two men	7,000
2 Full-time women	5,200
	16,500
Sept. to June 10/12	13,750.

Misc and overtime 3,000

RETIRING ALLOWANCES

Bain, Miss Edith	\$ 540.
Bennett, H.	705
Berringer, Miss Minnie	420
Burg, L.	560
Elliot, Miss J.	480
Falconbridge, Miss D.	720
Fearon, John	540
Francay, Mrs. W. J.	360
Guthrie, Miss Helen	600
Harvie, Miss E. A.	420
Jones, Mrs. Elizabeth	540
Lawson, J. S.	853
Line, John	1,475
Loves, Miss May	540
Lyon, James	1,000
Macintosh, Miss Nan	525
Mitchell, Miss Jean	420
Paul, Mrs. Lillian H.	360
Shaw, Mrs. Mary	400
Snedden, Robert W.	1,020.
Staples, W. E.	975
Taylor, Arthur	1,160
Waite, William	1,100
Whitebread, P. H.	900
Misc.	87

PENSIONS

Auger, Mrs. L. P.	1,055.34
de Beaumont, Mrs. V.	1,341.54
Cook, Miss A. L.	2,400.00
Davidson, Mrs. Edith	1,400.00
Dow, John	2,400.00
Edgar, Mrs. Pelham	643.95
Gandier, Mrs. Alfred	1,197.09
Johnston, A. J.	2,042.76
Lane, Mrs. M. D.	1,400.00
Langford, E. W.	2,400.00
Lazerra, Mrs. Madeleine	650.72
Little, Mrs. W. J.	1,065.12
Matheson, A. D.	1,800.00
Mical, Mrs. Hilda	1,400.00
Pratt, E. J.	2,400.00
Robins, Mrs. J. D.	1,143.33
Robertson, H. Grant	2,400.00
Sissons, C. B.	2,400.00
deWitt, Mrs. Katherine	1,400.00

APPROVED: *A. B. R. Moore*
PRESIDENT.

Minutes of the Regular Meeting of the Board of Regents
Held in Alumni Hall on Thursday, 26th October, 1961

PRESENT:

Mr. H. E. Langford Chairman;
Mr. J. B. Allen, Mr. J. D. Arnp, the Rev. G. E. Ashton, the
Rev. Dr. G. M. Birch, the Hon. F. W. Cass, the Rev. Dr. E. Cragg,
Mr. L. N. Earl, Mr. G. W. Edwards, Mr. G. A. Fallis, the Rev. F. F.
Fidler, Mrs. D. W. Haag, Mr. R. S. Mills, the Rev. Dr. V. T. Mooney,
the Rev. Dr. A. B. B. Moore, Mrs. C. F. McEachren, Mr. D. W. McGibbon,
Mrs. G. W. Sheppard, the Rev. Dr. H. W. Vaughan, Mr. F. A. Wansbrough,
Mrs. J. E. M. Wilson, Mr. C. F. Wood; and Mr. Wilfred C. James,
Secretary.

PRAYER: The meeting opened with a prayer by the Rev. Dr. Mooney.

MINUTES: of the meeting of 22nd June, 1961 were approved on the
action of Mrs. Wilson.

CORRESPONDENCE: the Secretary reported

- a) Regrets from Mrs. J. S. Bennett, Mrs. Burns Plewes, Principal
Frye, Principal Cowland, the Rev. Dr. Falchney, the Rev. Dr.
Lawson, Mr. J. T. Bryden, Mr. J. S. Deacon, Mr. L. Macaulay,
Mr. R. F. Chisholm.
- b) Advice from the solicitor for the estate of the late
Magistrate Cecil Frederick Gullen, who had died during the
past summer. The estate has a gross value of approximately
\$130,000. Income from the estate is to be paid to the
testator's widow during her lifetime, and on her death comes
to Victoria University with the proviso that half be used
for Victoria College and the other half for Emmanuel College.
Certain suggestions are made as to the manner in which the
bequest might be used, and designates that the gift to
Victoria College shall be in memory of Dr. Augusta Stowe Gullen
and Dr. John Benjamin Gullen, and the gift to Emmanuel College
shall be in memory of Marietta (Kettle) Gullen and James
Frederick Gullen.

In the above it is provided that the Board of Regents may
have such books from the library of the late Magistrate Gullen
as may be of practical use and interest for the Victoria
University Library.

PRESIDENT'S ITEMS:a) Gifts

The President reported the following list of cash gifts
received since the last meeting of the Board, amounting to
\$5,967.

Mrs. E. Davidson	\$ 44.	Principal Richard Davidson Memorial Scholarship
Mrs. Mary Rowland	50.	Emmanuel College Principals' Fund
M. R. Fleming	200.	R. Russell Fleming Scholarship

26th October, 1961

Mrs. Clara McEachren	300.	Flavelle Memorial Scholarship
Woman's Association of Kingsway- Lambton United Church	200.	Bursaries
Victoria College Alumnae Association	15.	English Prize
Hamilton Presbytery Woman's Association	150.	Emmanuel College Bursary
Miss Margaret White	200.	White Memorial Scholarship
Emmanuel College Students' Society	10.	Emmanuel College Choir Fund
William F. Thomas Trust	3,000.	Bursaries
Thorne, Mulholland, Howson & McPherson	100.	Alfred Byron Shepard Schol- arship
The United Church of Canada	300.	Emmanuel College Choir Fund
Victoria Women's Association	1,300.	Bursaries
F. R. Murgatroyd	100.	Donation

b) Letter of Thanks

The President read the letter of thanks and appreciation
from the Dean of Union Theological Seminary in relation to
Professor George Boyle. At the direction of the Board,
this letter is reported verbatim herewith:

"Caenwood, Cross Roads,
Jamaica, W.I.
26th September, 1961

Rev. Dr. A. B. B. Moore, D.D., LL.D.,
President, Victoria University,
Toronto, Canada.

Dear Dr. Moore:

At a recent meeting of the Board of Governors of the
Seminary I was instructed to write to you, and through you to the
Regents of the University, expressing our deep and real thanks
for the services of the Rev. Professor George Boyle, as visiting
lecturer in Church History.

We appreciate this visit of Professor Boyle for its linking
effect with the wider field of scholarship; but our thanks goes
very much deeper, for we are deeply aware of the costs of this
visit borne by your institution and/or, the Church in Canada. As
a poor institution, we could never have afforded this helpful
addition to our staff in the foreseeable future!

Professor Boyle has already endeared himself to those with
whom he comes in most contact, and he and his little son are, on
their part, enjoying the experience.

26th October, 1961

29

When we heard that he was coming I received two letters from distinguished churchmen in Canada, who shall be nameless. My reason for mentioning this matter, however, is to make it plain to you, Sir, that I and others here are aware of the tremendous amount of goodwill for us, our work, and Jamaica, that lies behind your University's action. Our Board and College records will carry, for all time, our indebtedness.

With every good wish,

Respectfully yours,

"John Perry"
Dean."

c) Enrolment for Academic Year 1961-62

	<u>Victoria</u>	<u>Emmanuel</u>
1st Year	719	27
2nd Year	537	38
3rd Year	413	33
4th Year	<u>166</u>	—
	1,835	98
Specials	18	10
N.R.K.	—	<u>15</u>
	<u>1,853</u>	<u>123</u>

d) Staff Items

1. Due to the fact that Miss Laure Nissé suffered severe injuries in an automobile accident in France early in the summer and has been confined to hospital ever since the accident, and may have to remain there for quite an extended period, recommend that her leave of absence to January 1st be changed to sick leave, the matter to be further considered after the end of this year.

2. Professor Kenneth MacLean, regular leave of absence from January 1st, 1962 to the opening of fall term.

3. Rev. E. T. Lute appointed a short while ago as Sessional Lecturer - changed to part-time Lecturer.

- e) Constitution Planning Committee - The Chairman and President referred to the appointment of this committee at the Annual Meeting last November and reminded the Board that two additional members were to be appointed. They further explained that after these additions had been made to the committee, the committee itself could appoint such other members, both from the Board and academic staff, as might be deemed advisable. On the motion of Dr. Mooney, seconded by Mr. McGibbon, Mrs. J. N. M. Wilson and Mr. H. J. Sizemore were appointed as members of the Planning Committee.

26th October, 1961

REPORTS

LIBRARY BUILDING COMMITTEE

Mr. C. F. Wood, Chairman, presented and read the following Report:

"Our new Library was officially opened on the 21st September by the Rt. Hon. John G. Diefenbaker, Prime Minister of Canada.

The official ceremony was very brief. Mr. H. E. Langford acted as Chairman, and after appropriate introductory remarks called on the Rt. Rev. Hugh A. McLeod, Moderator of The United Church of Canada, for the dedicatory prayer. Mr. Gordon S. Adamson, after expressing appreciation for the co-operation extended throughout both to his firm and to the contractor, handed the key to the Chairman of your Committee, who in turn presented the key to the Prime Minister. The Prime Minister spoke very briefly and then asked Miss Margaret Ray, our Librarian, to accompany him as he opened the door and entered the building. They were followed immediately by several hundred persons who toured the building, and so far as could be gathered, everyone appeared greatly impressed by the size, the functional layout and the beauty of the building and its furnishings.

We were gratified by the large number who were present for this occasion, and for the benefit of those who were not present I may tell you that all agreed that there were well over two thousand people present and that several estimates place the number at three thousand. Fortunately, we were blessed with excellent weather and it would appear that the carefully prepared plans worked out in a most satisfactory manner.

It is my hope that by the time of our next Board meeting your committee may be able to present a complete financial statement covering the cost, including furnishings and equipment.

Respectfully submitted this 26th day of October, 1961.

"C. F. Wood"
Chairman

Following the presentation of the Report, the Rev. Dr. CRAIG moved a resolution of appreciation to the Chairman and members of the Building Committee. Dr. Craig stated he had visited and toured the new Library just prior to this meeting and was thrilled and delighted with the functional aspects of the layout, with the attractive manner in which the interior had been finished and with the furnishings, which appeared not only practical and serviceable but also most attractive in appearance. Everything he had seen pointed to months of preparatory studies resulting in a building with furnishings and equipment which should make us all feel very proud. We are greatly indebted to Mr. Wood's Committee for what it has accomplished.

26th October, 1961

81

PUBLIC RELATIONS COMMITTEE

Mr. L. N. Earl, Chairman, presented and read the following report:

This report is a brief one on the Living Endowment up to this date. The significance of the few figures I can give you lies in their comparison with last year's figures. To September 30, 1961 there had been contributed or pledged \$18,921.00. This compares with total contributions last year of \$19,349.00. Since there is three months to go before the year end it will be seen that we should amply exceed last year's total.

The more recent report dated last week from the Variety Fund listed 108 contributors of whom 17 were new contributors. This is most encouraging to your Committee since our first aim is to build up the number of contributors. These 17 contributed amounts from \$1.00 to \$100.00 and totalling \$888.00.

The phone canvass which was made on male graduates last spring brought in more male subscribers from the Toronto area than we had previously from the whole graduate body.

I hesitate to make predictions but I think we may confidently look forward to a total of \$25,000. from the Living Endowment for the year 1961.

L. Nelson Earl
Chairman

FINANCE AND PROPERTY COMMITTEE

Mr. D. W. McElbion, Vice-Chairman, presented and read the following reports:

Your Committee met on the 23rd October, 1961 and approved the following reports of its sub-committees:

The Investment Sub-Committee reported the following purchases for our Bloor Street account:

Aug. 2, 1961	Purchase of \$25,000, Metropolitan Toronto	
	545, March, 1961, w 101.375	\$25,343.25

and

the following short-term investments:

Oct. 12	\$100,000, National Trust Company	
	30 days at 2 7/8%	
	\$200,000, National Trust Company	
	60 days at 3%.	

The Property Sub-Committee reported that the necessary grading, sodding, repaving to front walk and resurfacing the driveway at 51 Binswath Road had been completed. Flagstones has been laid the entire length of the Ben's Residence between the Residence and the sidewalk. Landscaping has been completed according to the Survey made this spring. Paving and grading over entire yards has been carried out and the sodding at 4 St. Thomas Street has been completed. Painting which had been recommended for academic offices in our Main Building was completed during the summer. The gymnasium in Emmanuel College was painted.

26th October, 1961

82

1 MBBC

A request has been received from Metropolitan Toronto Roads Department respecting widening and curbing the curves in the roadway southwest of Emmanuel College. Your Committee approves the proposal in principle and has authorized the Superintendent to carry on these negotiations. This will be in conformity with the University of Toronto's action in respect to the area adjacent to Plaville House.

A financial statement covering the operations of Victoria University for the quarter ending September 30, 1961 was presented. The report for the quarter indicates that all expenditures approximate to a corresponding proportion of the budget. One unexpected item of significant interest is that our Budget for 1961-62 so far as academic fees are concerned, was based on an enrolment of 1730. As of this date our enrolment is 1829, which will increase our estimated income from this source by approximately \$45,000.

Final draft of our financial report for the year ending June 30, 1961 has been completed and indicates that we have an improvement in our operating position of some \$12,000. In excess of what originally anticipated when our financial position was studied last June. We are recommending that the \$25,000. be appropriated to Plant Funds, making the total appropriation \$95,000. to Plant Funds for the year ending June 30th.

At the request of the President, we have authorized an additional appropriation of \$5,000. to cover salaries of certain additional Fellows who are required for the Departments of English and Spanish on account of the larger enrolment.

All of which is respectfully submitted this 26th day of October, 1961.

D. W. McElbion
Vice-Chairman

Mr. McElbion moved, seconded by Mr. Allen, the adoption of the report - carried unanimously.

RESIDENCES AND SERVICES COMMITTEE

The Chairman, Mrs. J. B. N. Wilson, presented and read the following reports:

Your Committee met on Friday, October 13th, 1961 and held the report as follows:

New Senior Tutor

We were very happy to welcome Dr. Thomas G. Clarke, the new Senior Tutor of 3rd year, to Emmanuel College and we were pleased to see the group already has of the problems and joys of being a senior tutor. I think that we have been most fortunate in having such a tutor to follow Dr. Love who was so highly valued and respected in that post.

Basement of Burwash

Painting and installation of coin-operated washing machines and dryers in the basements of the houses of Burwash has gone forward during the summer.

Purchase of Grand Piano for Myrtlewood

You will recall that, at our June meeting, we authorized the purchase of a grand piano for the music room at Myrtlewood, with Miss Jessie Macpherson and Dr. Frye acting for us as a purchase committee. This piano, a reconditioned Steinway, has been bought, and was used for the first concert of the season Sunday.

26th October, 1961

83

Financial statements of Year ending June 30, 1961

Statements for the year ending June 30th show a deficit, for Burwash Hall and the Men's Residences, of some \$16,000. This is approximately \$5,000. less than anticipated.

Results of the operations of the Women's Residences, Dining Hall and Cafeteria proved even better than expected, for we finished the year with a surplus of just over \$21,000., which was some \$4,000. more than our revised budget. \$12,000. of this has been transferred to reserve.

Wynilwood Students' Union shows a surplus of nearly \$2,500.

Dean of Women's Report

Approval of the appointment of the following dons, recommended by the Dean of Women and the President, was given:

Miss Anne Crawford, B.A.	7th Floor, Margaret Addison Hall
Miss Jane Edgar, B.A.	4th Floor, Margaret Addison Hall
Miss Soraya Krian, B.A.	Anderson Hall
Miss Margaret Tallinger, B.A.	3rd Floor, Margaret Addison Hall
Miss Ruth Hicks, B.A.	2nd Floor, Margaret Addison Hall
Miss Ashraf Sharif, B.A.	Senior Don, 1st Floor, Margaret Addison, taking Miss Jay Macpherson's place.
Miss Margaret Yeen, B.A.	

The Dean of Women also reported that, due to lack of space, thirty-seven applications for Residence had had to be refused. A sub-committee consisting of the President, the Principal and the Dean of Women will study this question, with a view to setting up a policy to guide the Dean in the future, for this is regarded as an increasingly difficult problem as our enrolment increases. They will report to your Committee in January.

The Senior Donors' Report

The Senior Donors reported that of the 220 men in Residence in Burwash, 141 are enrolled in University College, 40 at Technical College. Four are graduate students and 35 from other faculties.

Of these, 220 live in Canada, 2 in the Orient, 2 in the West Indies, 2 in Africa, 1 in the U.S.A., 1 in South Africa and 4 in Continental Europe.

The Senior Donors also reported that, although the fall-out rate of University students in Arts and Science has fallen to only 16.48 compared to 22.48 in the full school year in the College, he is anxious to keep this fall-out rate even lower.

A new study is under way to work out a better room-charge for South House, a matter which had to be put over from our previous year with the completion of the increase in rent of the College. We had been considering whether the rate in St. Mark's Street and taking the whole then raised for a new lounge room for South House. However with the new doorway now being through the gate, this will not now be possible and another solution will have to be found for this overcrowding of forty boys in a very small common room.

Summer Business 1961

Total revenue from summer business this past year amounts to approximately \$1,000. This is about \$2,000. less than last year. You will recall that we reduced the rates to see whether we could fill the residences to their capacity. We did not expect this to happen in any season, although there were several times when the Women's Residences were filled into 1961. There is still room for improvement in the number of rooms filled in the Men's Residences through the summer.

Convention business accounted for approximately one-third of the total.

Resolutions for next year are already being, and at the urgent request of the Senate, under whose this department comes, we have appointed a sub-committee under Mr. Wheeler to study how best

84

26th October, 1961

this very important part of our work can be handled. Without our summer income both the Men's and Women's Residences would operate at a deficit.

We are asking the Public Relations Committee of the Board to make a plan to publicize the advantages of our summer accommodation to desirable convention and study groups before the 1962 season.

We shall hope to have a report from our own sub-committee and the Public Relations Committee for our meeting in January.

Coffee Shop and Terrace Room

You will recall that at the Board meeting in June, approval was given to our Committee's recommendation that the Archives area in the Union be converted into a new Coffee Shop, and that area in the Union be converted into a new Coffee Shop, and that the old Coffee Shop, now known as the Terrace Room, be made into a lounge and snack room for city students. A sum of \$35,000. was authorized to meet the cost. I am happy to tell you that, with Mr. James, Mr. Stokes and Mr. Scott supervising this work, it is now complete and we're slightly under the budget figure.

The new Coffee Shop was open for the beginning of term and since then we have been averaging nearly 1100 sales per day. We are keeping a close check on costs, service and numbers using it at different times of the day so that it will operate to meet the greatest need in the most economical way.

The Terrace Room was opened about ten days ago, and although not quite finished with furniture, it is already being used by hundreds of city students every day.

On behalf of your Committee, I respectfully submit this report and move its adoption.

"Lois Wilson"
Chairman

Mrs. Wilson moved, seconded by Mr. Allen, the adoption of the report. It was unanimously adopted after brief discussion.

OTHER BUSINESS

The Rev. Dr. Harold Vaughan referred with great appreciation to the fact that Principal Emeritus Harold Bennett had consented to the appointment as President of Laurentian University. Dr. Vaughan referred to the fact that Dr. Bennett had been of inestimable assistance throughout recent months to the University and that his acceptance of this appointment was a matter of great satisfaction to the Board of the United Church. Dr. Vaughan suggested that a letter of congratulation should go from the Board to Dr. Bennett. Agreed.

DATE OF ANNUAL MEETING

It was unanimously agreed that the Annual Meeting would be held on Thursday, the 30th November, at 4:00 p.m., that the meeting would adjourn for dinner in Burwash Hall and would reconvene later in the Senior Common Room to receive the President's Annual Report.

The meeting closed at 4:50 p.m.

X.F. Langford
Chairman

Minutes of the Annual Meeting of the Board of Regents
held in Alumni Hall on Thursday, 30th November, 1961

PRESENT:

Mr. N. E. Langford, Chairman; Mr. J. B. Allen, Mr. J. D. Arup, the Very Rev. Dr. J. H. Arup, Mr. A. C. Ashforth, the Rev. G. E. Ashton, Mr. J. T. Bryden, the Hon. F. M. Cass, Principal K. H. Coulson, the Rev. Dr. E. Cragg, Dr. Jean F. Davey, Mr. J. S. Deacon, Mr. L. S. Earl, Mr. G. W. Edmonds, Mr. G. A. Fallis, the Rev. Dr. W. Fingland, Principal H. E. Frye, Mrs. D. W. Hagg, the Hon. L. Macaulay, Mr. R. B. Mills, the Rev. Dr. V. T. Mooney, the Rev. Dr. A. B. E. Moore, Mrs. C. F. McEachren, Mr. D. W. McGibben, Mr. G. H. Sheppard, the Rev. Dr. R. W. Vaughan, Mr. F. A. Wansbrough, Mr. W. L. Wheeler, Mrs. J. E. M. Wilson, Mr. C. F. Wood; and Mr. Wilfred C. James, Secretary.

PRAYER: The meeting opened with a prayer by the Rev. Dr. Vaughan.

CHAIRMAN'S REMARKS:

The Chairman mentioned that certain honours had been conferred upon Board members since we had last met and that he thought it appropriate to refer to the fact that Dr. Moore had received an honorary D.D. from St. Andrew's College, Saskatoon the day preceding our last Board meeting; that some two weeks ago Mr. R. F. Chisholm had been appointed to the Board of Governors of the University of Toronto; that last week Professor Emeritus C. B. Sissons had received an honorary M.D. from the University of Toronto; that yesterday the Victoria College Football team had won the Muleck Cup for the fourth successive year.

PRESIDENT'S COMMENTS:

The President stated that he thought it appropriate to mention that two Board members had recently been bereaved through the death of the wife of the Rev. Dr. Fingland, and the death of Dr. Davey's mother.

MINUTES: of the meeting of 26th October, 1961 were approved on the motion of Mr. Ashforth.

CORRESPONDENCE: the Secretary reported:

- a) Regrets having been received from Mr. R. F. Chisholm and Mr. Henry Sissons at their inability to attend today's meetings;
- b) Payment in full had been made of the bequest from the George Wellington Wallace Estate - that we had received 100 shares of Noranda Mines Limited, 50 shares of Canadian Locomotive and 50 shares of Canadian Westinghouse together with a cheque for \$172.50 covering accrued dividends. The bequest is to establish the Albert Wallace Scholarship, which is to be awarded to a student who has passed in high standing in Humanities. Referred to Senate to fix terms of award.

30th November, 1961

RESIDENCES AND SERVICES COMMITTEE:

Mrs. J. E. M. Wilson, Chairman, presented and read the following report, which on motion was unanimously approved:

"Your Committee met on the 23rd of November and transacted the following business:

South House Common Room

Mr. Stokes, our Superintendent of Buildings, reported that it would cost an estimated \$8,000. to convert two double rooms on the ground floor of South House into a new common room, to convert the present common room into two single bedrooms, to convert the end of the corridor which would now be adjacent to the new common room into a small kitchenette so that coffee could be served in the common room, and to refurnish the whole thing, the work to be done in the summer of 1962.

The Committee approved this proposal and asked that Mr. Wansbrough, Chairman of the Budget Committee, be asked to include a figure of \$8,000. in next year's estimates for this purpose.

Senior Tutor's Report

Our Senior Tutor, Professor Clarke, asked:

- a) that Picture Loan Society privileges, as now enjoyed in the common rooms of each Burwash House, be extended to the Dons' sitting rooms. This was approved;
- b) that 25 new longer beds and mattresses be purchased for this number of boys who find our present beds too short. Mr. Stokes and Professor Clarke were instructed to look into the best way to do this, and an expenditure of up to \$2,000. was allowed to cover the cost;
- c) that the Dons be not charged for meals provided for official guests. Approved.

A further item, that of installing tack boards as we now have them in the Lower Burwash Houses, to be installed in the Upper Houses, was referred to the Budget Committee, since it will be an expense against 1962.

Financial Statements

Mr. Dinsmore, at the invitation of the Committee, presented and explained the financial statements for the period ending October 30, 1961, which are now prepared for the first time on the new forms suggested by the Woods Gordon Report. For the period involved, which takes in only about six weeks of normal term, our Union and Coffee Shop is better by about \$500. than we budgeted for, our Women's Residences and Dining Services for the same period are better by some \$2,400., and our Men's Residences and Dining Services by some \$5,800. Detailed statements are available in the Bursar's Office for any who would like to examine them.

May I say, just here, that one of the real advantages of the Woods Gordon Report has been the introduction of a statement form which an untutored chairman of a Residences and Services Committee can understand, even enjoy.

30th November, 1961

87

DEAN OF WOMEN'S REPORT

The Dean of Women presented a request from the Wymilwood House Committee for one free telephone in the Union. The Committee agreed to try one for six months, and instructed Mr. Stokes to watch the long distance bills.

Coffee Shop Operations

Mr. James reported that our new Coffee Shop is continuing to operate at almost full capacity with daily receipts, excluding Friday which is usually less, around \$210., which is about \$100. ahead of last year. Our costs are running about 73.7%, which is a little higher than we would like, and those in charge will be working to reduce this in the next period.

Other Business

An additional appropriation of \$4,000. has been authorized by the Treasurer to cover cost of adding twenty-four seating units to the Coffee Shop and about eighteen to the Terrace Room.

At the request of the President, a review of all residence policies will be made by the Senior Tutor and the Dean of Women, in consultation with him and the Principal, and a report made to the January meeting of the Residences and Services Committee.

I should like also at this time to report to the Board that my duties as Chairman of this Committee end, as originally planned, today and that Mr. Bill Wheeler, who has so ably filled the job of Vice-Chairman during this time, now steps up to the Chair with Mrs. Haag taking over as Vice-Chairman.

This has been a fascinating year for me; I have learned a great deal and I am grateful for the opportunity of chairing this Committee for this period. I think that the Board should know, Mr. Chairman, that they have, in this Committee, a group of loyal and industrious members who have brought to their work this year -- which has, with the Woods Gordon Survey of all our services, been a particularly intricate and arduous one -- abilities and qualities of service rarely called for in such work. I know that under Mr. Wheeler and Mrs. Haag, they will continue in the same fashion.

Respectfully submitted,

"Lois Wilson"
(Mrs. J. R. M. Wilson)

The Chairman expressed the thanks and gratification of the Board for the work that had been done by Mrs. Wilson and her committee during the past year and Mr. Macaulay also spoke in the highest terms of appreciation.

30th November, 1961

88

18BHC

SUBMISSION OF BLOOR STREET PLANS FOR APPROVAL:

Mr. R. S. Mills suggested that if any members had not seen the model of the proposed new building for the easterly 360 feet of our Bloor Street frontage, it was now here exhibit and details would be explained to those interested. Mr. Mills explained that some months ago the lessees had reverted it to Mr. Gerald Robinson and that the model and the plans now submitted for our consideration was at the result of his studies. Mr. Mills also advised that the lessees had completed their financing for the new building and had secured a loan of \$3,500,000. from the Manufacturers Life which would bear interest at seven per cent. Mr. Mills also reported that he had been advised today that Knapp and Webb of New York had acquired a substantial interest in the project as it relates to the easterly 360 feet of our frontage. After explaining a few other items in some detail Mr. Mills moved the following Resolution, seconded by Mr. McGibbon:

1. That approval be given to the detailed building and financial plans submitted by Minden & Associates for the new building on the Easterly 360 feet of the Bloor Street frontage, and that a new Lease in favour of 141 Bloor Street Limited, at three-quarters of the initial rental specified in the original Lease, namely, at \$113,400.00 per annum, be approved, such Lease to be dated back to February 20th, 1960."

Dr. Davey raised some question as to the type of architecture, the appearance of the building and the proposed size of the apartments. In reply, Mr. Bryden stated that in his view the proposed size of the individual apartments was reasonably adequate for this particular area. This particular aspect had been considered at some length at the recent informal meeting of the Executive Committee and all had agreed the type of architecture, the appearance of the building and the size of the stores and apartments were entirely appropriate for this area. The action was then put and approved, with no dissenting votes.

Mr. Mills then stated that through the arrangements presently being completed for the financing of the project an Assignment of the present Lease would be required, and moved seconded by Mr. Bryden:

2. That the Assignment of the said Lease to 131 Bloor West Limited be approved, subject to the opinion of Counsel as to the form of such Assignment."

Carried.

Mr. Mills then referred to the fact that a light easement might be required to comply with certain City of Toronto by-laws, and thereupon moved, seconded by Mr. Bryden, that:

3. That favourable consideration be given, with details to be settled later by formal agreement, for 5 foot easement of light in respect of the windows at the back of the second storey of the proposed building."

30th November, 1961

39

AUDITORS' REPORT AND FINANCIAL STATEMENT

Mr. J. T. Bryden, Treasurer, presented the Financial Report for the year ending June 30, 1961 and read the Treasurer's Report dated 6th November, 1961. Mr. Bryden also read the Auditors' Report, signed by Allen, Miles, Fox & Johnston and dated 6th November, 1961, and moved the adoption of the Report, seconded by Mr. D. W. McGibbon. After very brief discussion the Report and Financial Statement were adopted unanimously.

REPORT OF THE TRUSTEES OF THE PENSION FUND

Mr. J. T. Bryden read the Auditors' Report covering the operations of the Pension Fund for the year ending June 30, 1961. Mr. Bryden moved, seconded by Mr. J. B. Allen, the adoption of the Report. The original signed copy of the Report is attached as schedule to these minutes.

Mr. Bryden reported that the Trustees had approved an additional optional benefit under the plan providing for a fifteen-year guaranteed annuity.

RECEPTION AND DISCUSSION OF REPORTS

a) Dean of Women

Dr. Macpherson drew special attention to the fact that twenty-one applicants for Residence had had to be refused on account of the lack of accommodation, that Port Credit was on the border line as between Toronto and outside Toronto, and that she was greatly concerned as regards the future. It was directed that consideration of future policy be studied by the Dean of Women, the Senior Tutor and the Principal and that they report to the Residences and Services Committee for its further study and recommendations.

b) Senior Tutor

Dr. Love referred briefly to his eleven years as Senior Tutor and stressed his greatest concern over the past year's failure rate which, however, had not been as high as the overall failure rate in the College. Last year more Residence men who first class honours than in any year for which he had kept records. Dr. Love referred at some length to suggestions on future Residence policy which he had submitted to the President before his decision to retire as Senior Tutor. Probably the most important idea was that ten per cent of accommodation be reserved for men of other faculties. In closing, Dr. Love expressed warm appreciation of the co-operation given him by members of staff and extended best wishes to his successor, Professor Clark.

c) Archivist

Dr. Reynolds, after referring to the move, spoke of the superiority of the new quarters, which will afford far better physical conditions for preservation of all material. Our major project at the present time is the preparation of an index to The Christian Guardian and the method of financing this particular project. Dr. Reynolds referred to Dr. Sissons' Calendar of Eyerson Papers and the question as to whether we should plan to publish it. He also emphasized the amount of research carried out by thirteen candidates for Graduate degrees. In all, some one hundred persons used the Archives during the year. Dr. Reynolds also directed attention to accessing, the possibility of an advertising programme and his many visits to conferences and presbyteries.

40

30th November, 1961

1104HC

d) Librarian

Miss Ray first expressed appreciation of the New Library, which incorporates so many practical and time-saving devices so essential in a modern university library. The past year reached a record high in the use of books. Miss Ray referred to the progress made by the Cataloguing Department and the task of moving and arranging, and divisions as between the New Library and the Birge-Carnegie Library. Statistical Report, Analysis of Circulation and Financial Statement appear in the appendix attached to the Report.

e) Bursar

Mr. James referred to the large number of student interviews on all matters other than academic being of primary concern and stated that Adequate financing was becoming increasingly difficult each year for students who did not qualify for substantial scholarship or bursary assistance. He gave details of the number of loans, amounts and repayments. Mr. James referred to the need for increased parking, especially for "guests". He made brief mention of the financial results of all Residence and Food Services operations with special reference to the new Coffee Shop, also of the increasing need for offices for the academic staff and the several houses now rented to outside organisations or individuals. He referred to the extent of summer business and stated that with better advance planning and more experienced management for the summer months, business could be substantially increased.

At 6:00 p.m. the meeting adjourned for dinner in Burwash Hall at which thirty members of the Board and the Secretary were present.

Immediately after dinner the meeting reconvened in the Senior Common Room and Dr. Moore read his Presidential Report, a copy of which is attached as schedule to these minutes. The reading of the Report received close attention and after the Chairman had expressed warm appreciation it was suggested that questions and discussion might well be directed to the immediate problems related to the increasing enrolment anticipated over the next two years.

The President had begun his Report with reference to the meetings of the National Conference of Canadian Universities and Colleges held in Ottawa earlier this month to consider the theme "Canada's Universities in a New Age". The primary fact was that statistical analysis of enrolments for the past five years had been too conservative and that the time-table of growth had already been passed ... It appears, therefore, that our earlier decision to restrict enrolment to 2,200 would be attained in 1963-64, two years earlier than originally anticipated. The situation at Victoria is parallel with the national one. Emmanuel College shows an enrolment increase that is in line with professional faculties in Canada. Reference also was made to the dramatic increase in financial assistance now available to students in Canada and to students from overseas. Interesting references were made to the international character of life today at Victoria both as regards students and academic staff, and to assistance given to universities overseas.

30th November, 1961

Towards the end of the Report, Dr. Moore referred to the Planning Committee set up a year ago and said, "first in priority of time among the problems facing the committee is the projected size of Victoria College." If the limitation of numbers is to be the factor, consideration must be given to it at once. This is most urgent as it now appears University College will begin limiting its enrolment next Fall. The situation as regards new Residential Colleges, as announced recently by Dr. Bissell, is far from clear through lack of sufficient factual information.

Many took part in the discussion which followed - Ontario Ladies' College, the United Church Training School, York University were all considered in reference to their relation with our planning for the immediate future. Mention was made of the need for more information regarding Residential Colleges and the need for even closer liaison with the President, the University of Toronto and the thinking of its various committees in regard to planning for the immediate and also for the foreseeable future.

The meeting closed shortly before 9:00 p.m.

H. E. Laughlin
Chairman

ALLEN, MILES, FOX & JOHNSTON

CHARTERED ACCOUNTANTS

INCORPORATED IN CANADA

ALLEN, MILES, FOX &
JOHNSTON, P.C.A.
LESLIE & JOHNSTON, P.C.A.
JOHN & JOHNSON, P.C.A.

COMMERCIAL TRUSTERS BUILDING
175 BROADVIEW STREET
TORONTO 5, CANADA

November 8, 1961.

To the Board of Regents
Victoria University.

Re: General Pension Plan

We have examined the General Pension Plan of the University which became effective on July 1, 1951, and have tested the transactions covering the operation of the plan for the year ended June 30, 1961.

For the purpose of determining the payments required to be made by the University to purchase the pension benefits outlined in the plan for each participant, we have accepted a schedule of such payments calculated by the North American Life Assurance Company.

In our opinion the transactions covering the operation of the General Pension Plan for the year ended on June 30, 1961, as shown below, are in accordance with the provisions of the plan.

	Compulsory Payments by Participants	Optional Payments by Participants	Payments by Victoria University	Total
Payments under General Pension Plan	\$33,465.00	\$13,372.44	\$31,218.92	\$78,056.36
Payments under special arrangement on behalf of participant in United Church Pension Fund	158.00	-	467.28	625.28
Total Payments	\$34,023.00	\$13,372.44	\$31,686.16	\$79,081.60

Of the total payments of \$31,686.16 made by Victoria University, \$2,669.36 has been charged against the income of Auxiliary Enterprises and the balance of \$29,016.80 has been charged against general operating income.

Allen Miles Fox & Johnston

Chartered Accountants.

Report of the Dean of Women to the Board of Regents for the year
1910 - 1911

The life of women in Victoria College proceeded with its usual mixture of excitement and uneventfulness. The excitements were mainly the for the most part, greatly appreciated experience of being at university, the terrors of essays and examinations, the personal trials of engagements and engagements rings, always a matter for celebration. The quiet flow of days between the opening hours party for first year women and graduation for the seniors of the graduating class provided a background for the steady work most of the women do or for continuous evasion on the part of others. As the accompanying statistics show, the academic record of the women of the college in first class honours is slightly below that of the men, but as compensation the failure rate was considerably lower. Comparing the women in residence with the total percentage of the women of the college, residence women had more first class honours and more failures. What the domesticities and propensities might mean of these comparisons I do not know.

Academic Records

	Total	Women	Women in Residence
	1647	767	553
Firsts	122	50	21
Failures	216	58	23
<u>Percentage</u>			
Firsts	7.4%	6.5%	9%
Failures	13.1%	7.5%	9%

In the innumerable College societies the women contributed their own special skills and their will to work hard. On stage in the Mel Bayley, the Music Club was where Club they reaped the reward of undergraduate fame. At the costume, the stage sets, the make up were many of them designed and created by the women. In these lines dramatic activities, the Glee Society, the Classics Club, the French Club, the Debating Parliament, the administrative offices of the Victoria College Undergraduate Association participated with enthusiasm. Victoria College Undergraduate life is a strenuous affair for those who take part, and a constant

guarantee of the social health of the college. In its turn the college might be given credit for its tendency to draw and permit the emergence of such a remarkable group of young people, especially those who are leaders among their peers. We do not forget that many women, and men too, fail to find a place in the extra academic life, coding and joining as what is known elsewhere as 'day students'. Many of these are active in other university groups, societies of the sciences and social sciences. They often play host to their fellow students when meetings are held in Agilwood. Those who find no interest outside their courses have at least the inestimable advantage of exposure to the sophisticated educational opportunities of a university.

It sometimes seems as though there is an increasing number of emotionally disturbed women students. It might, of course, be the case that students are now aware of possibilities of therapy and so bring their difficulties to light. During last year we had a small number of women students who dropped out during the year, some with serious conditions that sent them to hospital, and some to find less arduous occupations. But many more were saved for the year at least, by the medical services of the university, which provided psychiatric help to the non-residence students, and in the Annesley Infirmary, by Miss MacFiear, Dr. Charlotte Hahn and Dr. Elizabeth Steiner. One fourth year student in residence who had already had several standstill in a lower year told us that only the constant attention and encouragement of Dr. Hahn had made it possible for her to persist to the end of the examination period. She graduated and is now teaching high school after a summer at U.C.B.

Annesley Hall and Margaret Mission Hall housed these women students fortunate enough to be admitted. The Metropolitan Toronto city who would have liked to live in residence and whose parents were anxious that they should do so. Looking at these statistics for last year, it seems that considerable flexibility was still possible, within the residence wisdom of two hundred and fifty three, for fringe area students. This situation has, of course been changing rapidly.

Enrolment in Annesley Hall (53) and Margaret Mission Hall (100)

Total (All Victoria College Students)	253
Out of town	239
Metropolitan Area	11
Toronto	3

VICTORIA UNIVERSITY

Report of the Senior Tutor to the Board of Regents
for the year 1960-1961

During the 1960-1961 session 253 men, enrolled as follows, lived in the Victoria University Men's Residences:

200 Undergraduates		53 Graduates	
Arts	150	Theology	48
Engineering	23	Arts	4
Medicine	10	Law	1
Dentistry	6		
Pharmacy	5		
Architecture	5		
P. & H. E.	1		

The Board will remember that six spaces were taken over by the enlarged common rooms of Ryerson, Welles, Caven, which have been a great success.

Academic Record

	Victoria	Non-Victoria	Total	Percentage
Firsts	22	10	32	16
Failures	25	3	28	14
Number enrolled	150	50	200	

The failure rate for Victoria College students in residence was 16.6 per cent. The failure rate for all the men enrolled at Victoria College was, I understand, 18 per cent (158 failures out of 878 men).

Year	Firsts	Failures
I	7	14
II	11	11
III	5	3
IV	9	0

The Candelabra: the Academic Trophy

The standing for this is not a percentage but is worked out by giving 100 points for a first, 75 for a second, 50 for a third, 35 for a BL, 0 for a transfer, and by deducting 100 points for a failure and 25 for every supplemental.

Welles House	58.6	North House	41.7
Stephenson House	51.4	Caven House	38.8
South House	47.7	Ryerson House	38.3
Gate House	45.3	Middle House	26.6
Average	41.3		

If the statistics were available, it would probably be seen that the Victoria College and probably the University results in Arts have been gradually growing worse as the numbers increase and as the feeling that there are already too many students grows among the professional staff. The average is the figure to watch since it includes the results of all the men in residence. The average should improve now that failures have been refused readmission to residence. Here are the averages for the last eleven years:

1950-51	51-52	52-53	53-54	54-55	55-56	56-57	57-58	58-59	59-60	60-61
51.3	45.7	48.0	47.6	53.1	44.5	42.2	49.1	40.0	36.1	41.3

Failures were readmitted to residence during the period 1955-1956 to 1959-1960.

First class honours were won by more residence men, enrolled at Victoria College, than in any other year since I started keeping these statistics; 14.7 per cent won firsts compared with 8.2 per cent for all the men of Victoria College (72 firsts out of 878 men).

French and German Tables 1960-1961

Once a week at lunch tables were set aside where staff and students could talk French and German respectively. This seems to have worked well.

Library and Landscaping

A word of appreciation should be given to those responsible for the superb library and the imaginative landscaping which will be much enjoyed by present and future generations of residence men.

The Senior Tutor's Special Report on the Men's Residences, March, 1960

This comprehensive report, written after I had been in charge of the Men's Residences for nearly ten years, gave some of my considered opinions on the Residence. A letter I wrote to Dr. Moore before I had decided to retire made some tentative suggestions on future residence policy which I think will soon need discussion:

1. The status and use of Caven House.
2. The offering of rooms to men from other faculties.

I suggest that the Senior Tutor should reserve ten per cent of the available beds for selected men from other faculties, since these men can make a great contribution to Victoria students.

This might mean that Victoria students would have to earn the right to stay in residence for three or four years. Presumably all Victoria students would be given rooms in their first year.

3. The physical conditions of the Men's Residences are now excellent and will, we hope, remain so.

I suggest that a standing committee (of Board, Staff and Residents) be appointed to consider future needs. The upper Houses will require attention in a few years; at least two years and probably more seem to be required for the production of an efficient plan.

4. As destructive and childish behaviour is controlled, a richer residence life should be possible. The Don's Hours have been a fruitful beginning in this direction. Would it be possible to develop this?

I suggest for a start several dinners (a normal evening meal) where three or four guests would be invited by the Senior Tutor to come for dinner (at 6:30 p.m.). The Dons, (possibly one or two Staff), a few residence men and a few city men could join the guests at the High Table and for coffee afterwards in the Senior Common Room. Between 7:30 and 8:00 p.m. each guest would be taken off to one of the Houses for a Don's Hour till about 9:00 p.m. Some city students might perhaps be invited to dine in the main part of the Hall and go to one of the Houses after dinner.

Who would pay for the extra dinners (\$50.00 to \$100.00 per annum)?

5. Senior members.

Certain members of the Staff (College and University) might be invited by the men to take a special interest in certain Houses. The men of Gate House, for example, might invite Professor X to be a senior member of Gate House for two or three years. These senior members might enjoy being guests at the House Formals. A few dollars sent by the College to pay for Formal dinners would be a good investment.

6. The use of Burwash Hall for entertainment by Staff members.

It seems to me that much more use could be made of the facilities of Burwash Hall.

In my previous reports I have written paragraphs on many topics such as Student Government, Liberty, Orientation, Library Hours, Failures, Academic Standing, An Honorarium for the Dons, Special Activities for Residence Men, The Rink and the Enrichment of Residence Life - all of which show my viewpoint. I will quote two sections which I feel need to be emphasized at this time as the College grows:

Student Government

"Our best hope for the future lies in the excellent student government of the Residences. The Caput system, started in 1951, continues to work well; the Caput of each House makes recommendations on disciplinary matters and these are usually accepted. The Residence Council frequently elates me by its wise decisions. In

it the undergraduate representatives are tempered by the men from Emmanuel, and these two groups are aided by Dons usually drawn from four or five different disciplines....In fact the men have a real voice in the government of our Residences and they appreciate the confidence Victoria places in them." (1954-1955)

Liberty

"The amount of freedom to be given to young men of 18 - 22 is always cause for discussion. What sort of freedom are Canadian men of 18 - 22 given in their homes and by Canadian law? Victoria has always had faith in its students and has given them great freedom. Our aim presumably is to provide conditions so that our students may develop into mature adults. A few students abuse the privileges but the vast majority of Victoria students conduct themselves in an exemplary manner. It is sometimes important to remember this." (Special Report 1960)

I am afraid we hear too much about the few students who behave outrageously.

Dons

As the numbers increase the Don may be the only representative of the College that a student knows well. The finding of Dons is therefore one of the important duties of the Senior Tutor. I should like to pay tribute here to the final slate of Dons for 1960-1961. A finer collection of young men would be hard to find:

North	C. E. Rathé	(French)
Middle	W. J. Morris	(Anthropology) till Christmas
	J. F. Carter	(English) after Christmas
Gate	W. J. Lawrence	(Medicine)
South	D. S. Rickard	(Law)
Ryerson	E. T. Barker	(Medicine)
Helles	J. A. Carscallen	(English)
Caven	P. H. Watson	(History)

Bowles-Gandier elected Don - J. R. Carbert (Theology)

It is not always possible to find such a good group. I hope the Dons for 1961-1962 will work out well; it might interest the Board to know that at least two of these men could have been Dons at University College but preferred to come to Victoria.

Finally I should like to say how much I have appreciated the privilege of being Senior Tutor for eleven years. My wife and I and our children, Jo and Mary, living on the campus have felt closely woven into the texture of Victoria; naturally it will take us some time before we are even partially unwrapped. It has been a fine experience in many ways, but especially because I have received such unstinting support, cooperation and friendliness from so many loyal members of the Victoria University community. To all of them my genuine thanks and to the new Senior Tutor, Professor Clarke, best wishes and good luck.

C. C. LOVE
Senior Tutor (ret.)

November 10, 1961.

120

The Archivist's Report for the Year 1960-1961

To the President,
Victoria University.

The biggest event of the past year, so far as the Archives are concerned, was the move from Myrtlewood to the new library. We always considered that the accommodation in Myrtlewood was very good and I personally felt happy there, but the new quarters are naturally superior. Some of the advantages of our present location, such as air-conditioning, have to do with the comfort of the staff; some such as increased capacity have to do with efficiency of administration; and others, such as air-filtration, humidity control and fireproof construction, have to do with the preservation of our materials.

The job of moving was carried out with what must be considered a minimum of destruction. Some old records, periodicals especially, lost part of their binding, and many a book is no longer quite so solid as it was, and some glass was broken, but none of this is serious. There are a few records that have not been seen since the move, but we are confident that they are somewhere on our shelves. Nearly a thousand boxes and packages were moved and the staff is grateful to those who helped with the work for the dispatch and efficiency with which the project was carried out.

Index to the Guardian Last year we reported that we began the preparation of an index to The Christian Guardian. The work was made possible by a donation of \$500 for this purpose by a friend of the Archives and a similar amount contributed by the Committee on Archives. This year we have been enabled to continue the work because of a gift from the United Church Publishing House and another cheque from our friend just mentioned who does not yet know of the participation of the Publishing House. Miss Marjorie Macdonald, formerly of the staff of The Observer is now at work on this project and will continue until we run out of funds. Through the kindness of Mr. Henry Campbell, Chief Librarian of Toronto, Miss Edith Firth of the staff of the Public Library went over the procedure of indexing with us with a view to the possible publication of the index when it is complete.

Calendar of Ryerson Papers Last year we also drew attention to Dr. Sizons' Calendar of the Ryerson Papers which had been prepared for publication by our staff. It was prepared with the expectation that the Public Archives of Canada would publish it. We have found, however, that the Public Archives is not interested in doing this, so I have been wondering whether we ought to do it ourselves. It could be reproduced by the Kero-graphic or the Multilith method for about \$25 per copy on the basis of about 35 copies, and it should not be difficult to sell that many copies.

Research In the academic year, 1960-61, thirteen candidates for graduate degrees in theology carried on research in the Archives in connection with their theses. One of these, the Rev. R.W. Barker of Montreal received the Th.D. from Victoria; two candidates, the Rev. Edward R. Schwarz of St. Albert, Alberta, and the Rev. Rigar Fife of Windsor, received the Ph.D. from Boston University; two candidates, the Rev. Young Min Lee of Seoul, Korea, and the Rev. W.W. Patterson of Richmond Hill, received the degree of Th.M. from Victoria. In addition, two fourth year

Honour History students who were assigned research projects of major significance in the field of Canadian Church History by the Department of History of the University of Toronto did their work at the Archives.

In all, about 100 persons who used the Archives during the year signed in a total of 579 times.

The staff has dealt with about 200 requests for information. Of these 130 were for baptismal certificates, of which we were able to supply only 10. Most of the rest were for historical information concerning congregations whose records are incomplete or non-existent.

The Edith and Lorne Pierce Scholarship The Edith and Lorne Pierce Scholarship was awarded last spring to the Rev. Albert Burnside, M.A., S.T.B., a candidate for the Th.M. degree.

Accessions Accessions are obviously of great importance to the Archives. The acquisition of valuable material is a difficult and often disappointing business. A great deal of the material sent to us voluntarily is handled by us with one eye on the material and the other on the wastebasket. On the other hand some material offered to us rather diffidently turns out to be of considerable importance.

The most disappointing feature of the Archives is the amount of material belonging in the field of our special interest that finds its way to some other resting-place. Since I came to this office two valuable collections which should logically have come to us went elsewhere even before we knew they existed, although the owners were well aware that we existed. The explanation is simply that the owners misjudged the special significance of the material; it was not a matter of prejudice.

In order to make the Archives and our particular wants more widely known, we thought it might be good business to invest in a series of advertisements in The Observer, which covers our constituency with its 300,000 subscriptions. We could only afford these small advertisements in consecutive issues, stating in general the kind of material we want and specifying certain things we need in order to complete important files. The result was that we got practically nothing for our trouble and expense.

We got better results from my visits to Conferences and Presbyteries - and these are not nearly so expensive. Last June I attended the five Central Conferences and found a serious and helpful interest in preserving the records of the Church's history.

During the past twelve months we have received records from some 25 congregations. The largest collection was from St. Luke's Church, Toronto, consisting of the records of Carlton Street Church, which was the mother church of Primitive Methodism in Canada. Other large collections were from Newmarket and Berkeley Street, Toronto. In addition, we received between 50 and 60 historical booklets and about the same number of special orders of service for the constituting of congregations, the laying of corner stones, and the dedication of churches.

We have acquired by gift or purchase from one issue to several volumes of the following periodicals. The Presbyterian Record, The Canadian Congregationalist, The Bible Christian Magazine, Na-Na-Na, The Presbyterian, The Home and Foreign Missionary Record of the Church of Scotland, The Church of Scotland Magazine, The Canadian United Presbyterian Magazine, and Mission Voices (current).

We have received the regular quota of Conference records and more than usual in the way of Presbytery records, because we made a special effort to get the records of every Presbytery in Ontario complete from 1925 to 1955 or thereabouts.

We purchased microfilms of excerpts from volumes of the Bible Christian Magazine we do not possess, of the letters of John Black in the Library of United College, Winnipeg, and of The Church, an Anglican periodical in Canada in the early nineteenth century. For the first time we have acquired tape-recordings - one of the dedication of the new church at Paudash, Ontario, and the other a discussion with Dr. George Dorcy concerning the Union movement in Saskatchewan.

Other items received during the year are: Glass slides of Victoria and Emanuel Colleges; the sermons of the Rev. Hugh Podley; several biographies and autobiographies; several theses; the letters of R.F. Mackay to Honan, 1897-1925; and numerous photographs.

The Bulletin At the time of writing this report The Bulletin, Number 14, for 1961, is being printed, with a slightly changed but much improved format. It contains a foreword by the new Chairman of the Committee on Archives, Dr. Grant; a sermon by the pioneer Methodist missionary in the west, John McDougall; an article entitled Samuel, David, Chosen, and Church Union in Canada; articles on the historic Bowman's Church, Ancaster and the Mariposa Mission of the Bible Christian Church; a list of archival material relating to the United Church in the New Brunswick Museum; the usual Reports; and indices to the first fourteen numbers of the Bulletin.

Conclusion The Archives depends on the interest and help of many persons, and I am grateful to them all, but I extend special thanks to you, Dr. Moore, to Miss Ray and her staff, and to the members of the Library Committee for the encouragement and support given us.

All of which is respectfully submitted.

Arthur G. Reynolds
Archivist.

ANNUAL REPORT

of the
LIBRARIAN OF VICTORIA UNIVERSITY

1960-61

November 15th, 1961

To the President,
Victoria University.

The past year will stand out as a landmark in the history of the Library and of Victoria University as a whole for it marked the erection of one of the most beautiful and effective buildings on the campus.

After surveying the past twenty years of Library activity and the continuous shifting, re-shifting, packing and unpacking of books made necessary by the failure of repeated attempts to relieve the congestion in the Birge-Carnegie Library, the sight of rows of empty shelves in our gleaming new stack room is infinitely satisfying. In retrospect, I realize how fortunate it was that none of the former plans reached fruition, for the best of them were palliatives only and none presented the positive contribution to Library development which the new building provides. Nor did they incorporate the many practical and time-saving devices so essential to the effective operation of the modern University library.

While the work of the new Library does not properly come within the scope of this report and it is too soon to reach definite conclusions concerning its effectiveness, within a month and a half of its opening, a few observations may be of interest.

First, in regard to circulation - we had expected a decline in circulation figures, since we had extended the loan period of books in the new stack room to 3 days, where previously the loans were of one night duration. We decided, also, to administer the George Locke collection as a reference collection mainly, permitting the books to circulate outside the building after 8 p.m. To our great satisfaction, however, the statistics show an increase of almost 4,000, as compared with a corresponding period in 1960. Secondly, the patronage of the Reading Room from the first day of opening has been gratifying. At peak times, there is scarcely a vacant seat. Thirdly, as regards the stacks - an average of 300 persons visit the stackroom daily and our library registration at latest count was above 1,500.

While there are many hurdles to overcome before we can achieve a smoothly-running system, all of our observations indicate that we will have the opportunity to serve the students and staff of Victoria University more effectively and with greater economy of effort than at any time in the history of the Institution.

Work of the Year

The past year was eventful in many respects. The use of books reached a record high of over 107,000, an increase of 8,017 as compared with the preceding year. The statistical report appended presents an analysis of circulation.

The Cataloguing department made considerable headway in improving the card catalogue and in contributing to the Union Catalogues of the National Library and the Library of the University of Toronto. At the close of the year, the work in connection with the moving of books, and the increased flow of book orders made the Cataloguing office a hive of activity. The reference room was converted into a temporary cataloguing department and members of all departments were pressed into service. I wish to commend Mrs. Smith, Head of the Cataloguing Department, for her excellent administrative work, in carrying through this unprecedented volume of work, as well as the other members of the staff for their interest, team-work and devotion "beyond the call of duty" in this emergency.

Book-moving

The task of moving and arranging a large collection of books is a formidable one under the best of circumstances. In our case, there were additional complications owing to the following factors:

1. The scattered locations of our book stock. In addition to the collections in various rooms in the Birge-Carnegie Library, there were many groups removed from their logical place in the stacks as a result of congestion and several special collections which had to be integrated with the regular collection to simplify the stack arrangement in an Open Stack system.
2. The loss of our storage space in the former Archives building. (These books had to be removed prior to the stack books and to be stored in the Birge-Carnegie building until space was available in the Birge-Carnegie stacks.)
3. The necessity of selecting a basic collection of books in all subjects to provide a Reserve (Overnight) Collection for the Birge-Carnegie Library.
4. The necessity of providing duplicates of many of the books retained in the Birge-Carnegie for the new stackroom and of replacing, on a larger scale, books in poor physical condition.

On looking back at the activities of the past summer, it seems incredible that so much could have been achieved in so short a time, and for this achievement I owe a debt of gratitude to my cheerful and hard-working staff.

Student assistants

The Library received 3,000 hours of service from 24 student assistants. Of these, three were graduates, three were students of Emmanuel College, and eighteen were students of Victoria College. While most of them gave satisfactory service, the withdrawal of several students at the peak of our circulation, owing to ill-health and pressure of academic work, created difficulties for our circulation staff. In February, we were fortunate in securing the services of a First Year student, Mr. James Tom, who had decided to change his course and had withdrawn from college at Christmas. Mr. Tom remained with us throughout the summer and is continuing as a student assistant during the current year.

Staff Changes

During the past year, there were no changes in the personnel of our permanent staff. Mrs. Patricia Joblin's services were secured as a part-time replacement of Miss Janet Moffat in the George Locke Room and Mrs. S.B. Coles continued as a part-time assistant at the Circulation Desk. She has since been appointed on a full-time basis to direct the work of the Birge-Carnegie Library. Mrs. Joblin's services, on a seasonal basis, have been retained for the new library and two graduates of the 1960 class of the University of Toronto Library School, Miss Margaret Start and Mrs. Ina Lukacs, have been appointed to take charge of the Circulating work in the new library. Mrs. Gordon Bourne, a former library assistant, has been appointed, on a seasonal basis, to do secretarial work to relieve Miss Davies who, as head of the typing and card-filing in the Cataloguing department, has heavy responsibilities. Miss Edith Nonoy, for many years head of the Circulation department, was appointed Reference Librarian, to preside over the work of the new Reading room and to give special assistance to students of the First and Second years. Miss Vivian Keir was transferred to the Cataloguing Department.

In conclusion, I wish to express my gratitude to the Board of Regents for their generosity in implementing the Annual Appropriation so considerably, thus providing substantial increases to salaries, and to the Book Budget, during this crucial period of library expansion. With their continued support, with the unflinching co-operation of the officers of Victoria University, and the interest and oversight of the Library Committee, we are looking forward to a productive year in our new library setting and hope to make a significant contribution to library development on the campus.

A statistical report follows.

All of which is respectfully submitted.

Margaret V. Ray,
Librarian.

STATISTICAL REPORT 1960-61

Acquisitions

Books added by purchase	1,354	volumes
Books added by donation	172	"
Government and University material	600	"
Pamphlets	420	"
Total	2,546	

Withdrawals

Discards - books	344	
" - pamphlets	118	
Missing volumes	18	
Total	479	
Net acquisitions		2,069

Binding and Book Repair

Books bound (by commercial bindery)	218
Periodicals bound (by commercial bindery)	148
Books mended (by binding staff)	1,350
Books lettered (by binding staff)	2,369

Cataloguing

Books catalogued	2,301
Pamphlets catalogued	420
Reclassified, recatalogued or location changed	1,467
Total	6,188

Books catalogued for -

Margaret Addison Reading Room	94
Tuckaberry	23
archives	58
Total	175

Items listed but not fully catalogued

Vertical file	233
Government material	763
Maps	153
Total	1,149

Grand Total		7,512
Cards typed	12,771	
Cards filed	18,007	

ANALYSIS OF ARTS CIRCULATION

<u>By Year</u>		
First Year	24,800	
Second Year	24,900	
Third Year	22,495	
Fourth Year	6,756	
Graduates and Staff	5,464	84,415

By Subject

Ancient History	4,350	
Art	679	
Economics	1,965	
English	22,679	
French	4,335	
Geography	1,518	
German	1,108	
Classics	4,911	
Minor Languages and Literature	383	
Modern History	13,780	
Music	115	
Philosophy	3,042	
Political Science	3,384	
Psychology	836	
Religious Knowledge	1,533	
Science	821	
Sociology	2,321	
Government Documents	172	
Pamphlets	999	
Periodicals	1,727	
Reference	6,285	
Examination Papers	7,472	
		84,415

Circulation of Books

<u>Arts</u>		
Stacks	57,667	
George Locke Room	20,113	
Modern Languages Seminar	350	
Reference Room	6,285	
	84,415	

Theological Reading Room

Total		107,027
Increase over preceding year		8,017

VICTORIA UNIVERSITY LIBRARY

Financial Statement for year ending June 30, 1961.

REVENUE

Balance carried forward at June 30, 1960 8798.91

Income

Grant from Board of Regents	862,854.00	
Interest on Flavell Bequest	876.38	
Interest on Class of 1928 Fund	246.00	
Interest on Library Reserve Fund	70.00	
Interest on Special Endowment	90.00	
Fines	409.00	
Sale of books, etc.	360.13	
Remanual College Students' fees	515.00	
	<u>65,514.51</u>	
Total revenue		366,313.42

EXPENDITURE

Salaries, permanent and provisional	547,633.53	
" part-time, including students	4,332.26	
" Archives	2,125.00	
		54,090.79
Books	6,462.88	
Periodicals	1,172.47	
Binding	709.09	
Furniture		
Publications	397.00	
Supplies and Stationery	936.80	
	<u>563,762.03</u>	
Unexpended balance		2,551.39

VICTORIA UNIVERSITY LIBRARY

Financial Statement
1960-61

Special Funds

(1) Reserve Book Fund

Balance carried forward at June 30, 1960	\$227.33	
Expenditure, 1960-61	-	
Balance at June 30, 1961		\$227.33

(2) Archives Equipment Fund

Balance carried forward at June 30, 1960	43.71	
Expenditure, 1960-61	-	
Unexpended balance at June 30, 1961		43.71

(3) Duncan Bequest

Balance carried forward at June 30, 1960	1,189.00	
Expenditure, 1960-61	-	
Interest for year	62.00	
Unexpended balance at June 30, 1961		1,321.00

(4) Class of 1928 Capital Fund

Balance carried forward at June 30, 1960	69.00	
Expenditure, 1960-61	-	
Interest for year	3.00	
Unexpended balance at June 30, 1961		72.00

(5) Coleridge Fund (McLean Foundation)

Balance at June 30, 1960	1,849.30	
Expenditure, 1960-61	-	
Interest for year	64.75	
Unexpended balance at June 30, 1961		\$1,914.00

42F

VICTORIA UNIVERSITY

REPORT OF THE BURSAR TO THE BOARD OF REGENTS
FOR THE YEAR ENDED JUNE 30, 1961

There are many privileges and responsibilities attached to the Bursar's Office -- one privilege which I value highly is this opportunity each year to report to the Board of Regents concerning the many and varied problems and projects which are dealt with largely or in part by the Bursar's Office. Through the Bursar's close association with the Accountant, the Superintendent, the Fees Clerk and those in charge of our several auxiliary enterprises he is enabled to secure not only a broad but a very detailed picture of the many factors which tie in and relate to his responsibilities as chief financial officer of the University. Also of very considerable interest are the operations of the National Fund and the Varsity Fund.

Auxiliary Enterprises:

Our By-laws provide that the bursar shall have general supervision of the business administration and accountability of the University, including all its auxiliary enterprises. Our Residences and Dining Halls should first be reported upon:

Burwash Hall and Men's Residences

For the second consecutive year a large deficit resulted from this operation. Higher wages, but still lower than what might be termed union rates, are an important factor; a larger number of employees and high maintenance costs are other factors. Maintenance costs will remain high and this is readily understandable when the age of the buildings is taken into account -- Burwash Hall and the four upper Houses have been in operation for nearly fifty years. Today these buildings are in better physical condition than they have been for a number of years. Thanks to the great amount of time spent by the Chairman and other members of the Residences and Services Committee, the furnishings and equipment throughout all the Houses compare favourably with any of the other Residences on the University of Toronto campus. During the past year the five lower Houses have been completely refurbished and decorated. Heavy expenditures have been incurred over the past three years and if it were not for the special appropriations made by the University the financial position of these Residences would have been in a rather critical condition. The deficit for the year was \$16,034.

Women's Residences, Dining Hall and Cafeteria

The first year of operations in Margaret Addison Hall produced better financial results than had been anticipated. No large out of the ordinary expenses were incurred, maintenance costs were somewhat less than had been anticipated. The net result was a surplus of \$21,196. for the year.

Summer Business

Substantial revenue is received every summer and were it not for the profit earned through the summer, our Residence operations for the entire twelve months would show an over-all deficit.

For some years prior to the summer of 1961 we have had different rates for the various groups who use our accommodation: a specially low rate for our own students, a higher rate for markers and examiners and those attending summer school, a still higher rate for "outsiders" and two rates for conventions and conferences. Other Residences on the University of Toronto campus also maintained various rates for different groups -- examiners, markers and those attending summer school were charged less in some instances and we lost some business as a result. An effort was made to have University College and the University of Toronto increase their rates so that they might be identical with ours. Encouraging progress was made through informal conferences but late last spring it was found we could not reach agreement. Our rates were then further reviewed and it was decided to adopt one rate for all groups, other than conferences and conventions. At various times throughout the summer every room was occupied in the Women's Residences. Considerably more business can be handled in our Men's Residences. Special study and planning is presently in hand to increase business for next summer. The net result for this past summer was that we did considerably more business but the gross revenue was slightly lower. Transient business increased considerably; for the first time quite a fair number of married couples were in residence for various short periods and many expressed amazement at the low charges for such excellent accommodation.

The actual results for the past two summers were as follows:

	<u>1960</u>	<u>1961</u>	
<u>Women's Residences</u>			
Annesley Hall	3,495.20	4,112.00	
Margaret Addison Hall	23,306.15	20,105.75	
Dining Hall	<u>4,999.12</u>	<u>5,102.32</u>	29,320.07
	31,800.47		
<u>Men's Residences</u>			
Residence	13,181.50	13,725.00	
Dining Hall	<u>1,122.45</u>	<u>1,152.10</u>	
	<u>14,303.95</u>	<u>14,877.10</u>	
	46,104.42	44,197.17	

Coffee Shop and Terrace Room

Last spring a questionnaire was sent to all non-resident students, asking their views on the operations of the Coffee Shop and regarding the facilities available in the Union for use of city students. Over 700 replies were received. Many were critical of the overcrowding, the slow service, the smoky conditions, the card playing, draughts in cold weather, etc., etc. Many constructive suggestions were offered and it will be recalled that after careful study by your Residences and Services Committee it was decided to enlarge the Coffee Shop by using the area formerly occupied by the Archives and converting the old Coffee Shop into a lounge room and snack bar for city students. This latter room is now known as the Terrace Room and is being used to a considerable extent. At noon-hour the overflow from the Coffee Shop may take their trays to this room and have their lunch in reasonable comfort. A special appropriation of \$35,000. was authorized to cover the proposed changes and improvements. Such new service equipment as was necessary was installed, new chairs and tables purchased, new lighting installed, resulting in our having today a bright and cheery Coffee Shop seating 174, an increase of some 20% over the capacity of the former Coffee Shop. Business is good with an average of 1,100 - 1,200 sales daily.

Book Bureau

For the year ending June 30, 1961 sales amounted to \$64,131., an increase over the previous year of \$3,816. Cost of inventory was higher, as was cost of sales, including higher salaries and wages resulting in a net surplus for the year of \$7,885., an increase of slightly more than \$350. over the previous year. Again may I remind all members of the Board how happy we are to have their patronage -- Board members receive a discount of 20% on all purchases of books, as do members of the administrative and academic staffs. We are all indebted to Miss Doris Trott (Vic '32) for the prompt, efficient and courteous service which is rendered to all who avail themselves of the services of the book Bureau.

Parking

Victoria is better off in this respect than any other area of the University, and the spaces we have today are reasonably adequate for day use by staff and students. Our facilities are utterly inadequate for guest parking and for special meetings and events during the academic year. Many members of the Board are aware of this when here for committee and Board meetings. Members of staff have their own designated spots, for which no parking fee is charged. Seventy-three students (last year seventy-four) have shown necessity of parking and have been issued stickers for which they pay \$3.00 a month or \$20.00 for the academic year. The University of Toronto has just recently had a survey made of present and future requirements (apart from Federated Colleges). Consideration is being given to charging everyone who requires parking, pending construction of a very large garage. From present available information it would appear that Victoria would not benefit by any plan adopted by the University. The parking garage will probably be erected on the southerly portion of the new West Campus. The area presently occupied by 85 Charles Street West is now almost entirely used as offices for members of our academic staff, should be made available for additional parking. The

parking area would be extended considerably if 78, 80, 82 St. Mary Street could be demolished. A new house would have to be provided for Stephenson House now located at 80 St. Mary Street. In considering this extension it should be remembered that we own 21 and 23 Sultan Street as well as 94 Charles Street West.

Public Relations

As between Victoria and the public and the Church, it would be the writer's opinion that relations have never been better. It would appear that is equally true with the students, a great many of whom (several hundred) felt, through replying to the questionnaire previously referred to, they were being brought closer to those who are responsible for the operation of services which directly affect them.

Students' Hand Book

A new Students' Hand Book was produced this year by the Students' Administrative Council. A grant of \$500. was made to the Students' Administrative Council towards the cost of printing. The booklet was offered at .25¢ and the entire issue was sold out within two or three days. Several conferences were held with the Principal and Bursar during the planning.

Student Loans

For the year ending June 30, 1961 a total of 37,967. was loaned to Victoria College undergraduates from our special Student Loan Fund. This was an increase of \$4,000. over the amount loaned the previous year. Repayments of \$4,394. were received prior to June 30th and substantial amounts have been received through recent weeks. Through each of the past three summers it has been more and more difficult for the male students to secure work for the entire summer. Had it not been for the Census in the early summer some students would have earned virtually nothing. Provided students have at least a "B" standing, they may obtain assistance through the Ontario Government Student Loan Fund. Loans thus secured are repayable with interest one year after graduation. There are, however, an amazing number of students -- men being by far the larger number -- who require financial assistance and who do not qualify for Government assistance. All applicants for student loans come to the Bursar. Every applicant is interviewed. These interviews last from ten to fifty minutes. Many require only very limited assistance and possibly only for a short period. Others are not only in difficulty now but it becomes apparent through the interview the situation may be equally difficult a year hence. Quite often a few years ago the advice was to stay out for a year and earn enough to complete the course. That advice is seldom given today because there are not the opportunities to

earn and save that formerly existed. A very large portion of money loaned is merely a transfer from Loan account to Fees account. Other loans are to take care of doctor's and dentist's accounts, new glasses, boots, a suit of clothes and for ordinary everyday living expenses. Apart from food and lodging a student requires approximately \$25.00 a month for car fare, laundry and other fairly essential everyday living expenses. Books may also amount for quite a considerable sum, which is especially true in courses where languages are major subjects. This is becoming of greater importance each year and consideration might be given to special assistance purely for purchase of books which are required in class or seminar groups. Space does not permit of detailing individual cases; it will suffice to say no part of the Bursar's time, I feel, can be better spent than in attempting to assist worthwhile students who so often have almost insurmountable financial difficulties. Every recommendation made by the Bursar must be approved by either the President or the Principal and here I would express appreciation for the sympathetic and understanding consideration given by Dr. Moore and Dr. Frye, and also to members of staff, especially the Chaplain, with whom, (and with applicants' knowledge and consent), I may discuss his particular problem.

Victoria Reports

Victoria Reports is published twice yearly and goes to 10,300 Victoria graduates, to graduates of Emmanuel who are not Vic graduates, to a selective list of "friends of Victoria" and to all members of staff and board of Regents who are not graduates of Victoria. The current issue for November is on press at date of writing.

The Varsity Fund and our Living Endowment

Early last year the University of Toronto began to formulate plans for an Annual Appeal and asked for the co-operation of the Federated Colleges. After several meetings with University officers, consultations and conferences with the officers of our own Graduate Associations, Victoria agreed to join forces with the University. St. Michael's and University College have done likewise. The majority of the various University groups have joined. Trinity College and the Faculties of Medicine and Engineering are the exceptions.

Advice of this change was fully covered when our Living Endowment annual Report for 1960 was mailed to all Vic graduates this past spring. A separate letter over the signature of the President was sent first class mail to all our graduates, telling of the change. Vic graduates were assured that their contributions to the Varsity Fund would be paid over to Victoria.

As presently established, Mr. R. F. Chisholm (Vic '26) is Chairman of the Varsity Fund Campaign, Mr. D. W. McClinton (Vic '32) is one of the directors and Mr. I. Nelson Earl (Vic '39) is the Chairman of the Victoria College Division. 59,521 prospects are listed with names and

addresses. Victoria College and University College are the two largest groups with listings of 10,070 and 12,892, respectively. At date of the last Report, some two weeks ago, 1,033 Vic men and women had contributed \$19,311, while 1,228 University College graduates had contributed \$27,723. Many contributions have also come in direct to Victoria and are not included in the above total. November and December have always been good months and there is every expectation that by the end of this calendar year Vic will have received well over \$25,000. We are greatly encouraged over what has been accomplished to date and look forward to substantial increases in the years ahead. Up to December 31, 1960 our graduates contributed \$171,524. to the Living Endowment since it was launched in October, 1952.

4 St. Thomas Street

A major change has been made in administration offices through moving the Bursar, the Chief Accountant and his department, and the Superintendent of Buildings and Grounds to our small but compact office building at 4 St. Thomas Street. An improved and extended telephone service has been installed throughout all the buildings of Victoria University, with the switchboard located on the second floor of this building. The switchboard is in operation from 9:00 a.m. to 5:00 p.m., Monday through Friday. These same hours were maintained throughout the summer months.

Bloor Street Frontage

Our monthly rent of \$12,600. is being paid promptly on the first day of each month.

The Encyclopaedia Britannica Building has been badly delayed over recent weeks on account of strikes. The entrance road to our parking lot should be available for use within the very near future.

The National Fund

This campaign was launched in the late Fall of 1959 and continued until May of 1960 when the original objective of \$12,000,000. had been exceeded by slightly more than \$3,000,000. The Federated Colleges receive 25% of the net receipts of which Victoria's share is 11 1/2%. Twenty-one distributions have been made and as of this date Victoria has received \$917,775.

New Library

Construction began on the 24th May, 1960 with a schedule calling for completion early in 1961. Several strikes throughout the construction period seriously hampered progress and it was done before the transfer of books could be undertaken from the Higgs-Carnegie Library. Through strenuous work on the part of the Librarian and her staff, with the close co-operation of the Superintendent and his staff, everything was virtually completed and ready for the official Opening by the Prime Minister of Canada on the 21st September. It will suffice to say in this Report that this has been a job well done and everyone appears happy and delighted over what has been accomplished. We are indebted to the Canada Council and the National Fund for the substantial financial assistance which made this dream come true.

Buildings and Grounds

Over the past year changes have been so extensive throughout our entire campus that I have thought it best to incorporate verbatim in this Report the memorandum which Mr. F. C. Stokes had prepared for me, covering Buildings, a Summer of Movement and Landscaping:

Buildings

The year 1960-61 saw many changes in the appearance of our campus and operation of our buildings and grounds. During the summer of 1960 the "newer" section of our Men's Residences, i.e. from Ryerson to Howles Houses, was completely redecorated. All students' rooms and Don's suites received new furnishings which included clothes closets, desks, dressers, lights, drapes, chairs and bedspreads. The rather small common rooms in Myerson, Nelles and Caven Houses were generously increased in size by incorporating the adjacent students' rooms. A plan instituted by the Residences and Services Committee to introduce the work of Canadian artists through the rental of pictures for the common rooms from the Picture Loan Society has proved provocative and interesting. The corridors of the "older" Residences have been greatly improved with the installation of improved lighting and general redecoration. The general improvement of basement areas to provide more useful accommodation for laundries, T.V. rooms, etc. was continued during the summer of 1961. In Burwash Hall the original cast iron radiators were replaced by more efficient and less obtrusive convectors, and the kitchen operations were improved by new dishwashing equipment. The academic staff facilities were enhanced by the addition of new rugs in the Senior Common Room and upper Common Room. The demolition of 131 Bloor Street West required the relocation of the laundry and a new location was found in the basement area of Gaudier House.

In Victoria College improvements were made to the office of the Registrar, providing a more useful space for filing students' records, and in the Chapel a platform was constructed awaiting the arrival of a new pipe organ. The Lecture Hall in Emmanuel College has suffered from

inherent acoustical difficulties which were alleviated to a marked degree by the addition of acoustic tile and sound absorbing drapes. The gymnasium in this building was also redecorated during the past summer.

Our real estate holdings were increased by the acquisition of a residential building at 94 Charles Street West.

A Summer of Movement

The summer of 1961 will be noteworthy for a number of activities not the least of which was the great amount of general relocation of offices, services and equipment. The list of changes which follow leads one to wonder what has not been changed:

1. The offices of the Bursar, Accountant and Superintendent were moved to a redecorated 4 St. Thomas Street. The switchboard was removed from the Victoria College building and a new automatic switchboard with 65 extensions and 9 trunk lines installed in the Field House with the control panel at 4 St. Thomas Street.
2. The Archives Department was moved, complete with books, shelving and office equipment, to the New Library building.
3. Twenty-nine members of the academic staff were moved to new office locations.
4. A complete new Coffee Shop seating 174 was constructed in the space formerly occupied by the Archives Department and a new common room, the Terrace Room, suitable for serving students who bring their own lunches, provided in the former Coffee Shop area.
5. All the books now in our New Library were moved by students employed for the summer months and some additional temporary staff.

Landscaping

The program of campus improvement, begun with the garden area adjacent to Margaret Addison Hall, was continued in 1960 with a change in the driveway leading to the Victoria College building, a new stone retaining wall and the abolition of parking in this area. A complete landscape plan was instituted by the Library Building Committee and integrated into the general improvement of the campus between Victoria College and the Men's Residence. Further landscape development is planned for the area west of Emmanuel College, particularly desirable because the

new Museum Subway entrance makes this area a "front door". An automatic watering system was installed in the Margaret Addison Hall area and this section, along with the new area around the Library, is now under the care of a professional landscape architect. During the past year Mr. J. Austin Floyd, a landscape architect, was engaged as a consultant on an annual basis to co-ordinate our present landscape activities and future plans. Close attention is being given to the trees on the campus and a report on the condition of the trees on the university campus is being prepared every three weeks by the Cedarvale Tree Experts in order to control the spread of Dutch Elm disease.

Before concluding this Report I would like to mention that on June 1st, Mr. J. B. Scott was appointed as Assistant Superintendent of Buildings and Grounds and that through his wide experience in the construction industry he has proved already to have been of invaluable assistance and much credit is due to him for completion of many projects this past summer. Additional responsibilities have recently been placed on our Chief Accountant and on our Fees Clerk through changes made in co-operation with the University of Toronto respecting payment of students' fees, the distribution of University scholarship cheques and the payments to students of Dominion-Provincial Bursaries and Ontario Government Loans. Further clerical assistance will undoubtedly be required next year with our enrolment continuing to increase. Throughout September, October and November the volume of work is exceptionally heavy and studies are presently being made as to how best this may be better controlled in the future. Again this year may I express my personal thanks and sincere appreciation to the many of our staff who are so closely associated with me and who so ably assist in the work of the Bursar's Office, as Secretary of the Board of Regents and Secretary of its standing Committees I would also express my thanks and appreciation for co-operation, advice and guidance I receive not only from the officers of the Board but also from chairmen and members of committees.

Respectfully submitted this 20th day of November, 1961.

WILFRED C. JAMES
Bursar

TABLE I

VICTORIA UNIVERSITY

SUMMARY OF ENROLMENT 1960-61

<u>VICTORIA COLLEGE</u>	Men	Women	Total 1960-61	Total 1959-60
Undergraduates	878	769	1647	1506
Special Students	8	4	12	10
	886	773	1659	1516
<u>ISNAVALE COLLEGE</u>				
<u>INTERNATIONAL</u>				
Graduate Students	66	1	69	72
Undergraduates (includes 12 B.R.S.)	94	14	108	95
Occasional Students	9	1	10	8
	171	16	187	175
<u>TOTAL STUDENTS IN ATTENDANCE</u>			1846	1691

STUDENTS GRADUATED 1961

Arts, Science and Commerce (May 1961)	350
Doctor of Theology	3
Master of Theology	3
Bachelor of Divinity	24
B.R.S.	5
Diplomas	22

TABLE II

<u>VICTORIA COLLEGE</u>				
<u>ENROLLMENT 1960-61</u>				
	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total</u>
			<u>1960-61</u>	<u>1959-60</u>
First Year	315	267	602	576
Second Year	273	221	494	472
Third Year	216	188	404	353
Fourth Year	74	73	147	105
	870	769	1647	1506
Special Students	8	4	12	10
	866	773	1659	1516

TABLE III

VICTORIA COLLEGE
ENROLLMENT BY COURSE 1960-61

	<u>College Year</u>	<u>I</u>	<u>II</u>	<u>III</u>	<u>IV</u>	<u>Total</u>
GENERAL COURSE	237	241	198	-	-	676
GENERAL COURSE IN SCIENCE	55	30	28	-	-	113
<u>HONOUR COURSES</u>						
Classics	1	-	1	3	-	5
East Asiatic Studies	1	-	-	-	-	1
English Lang. & Lit.	18	10	15	9	-	52
Latin (Eng. or Ital.)	3	-	-	-	-	3
Latin (Fr. or Gr.)	4	2	5	1	-	12
Modern History (Eng.)	17	11	6	-	-	32
Mod. Hist. & Mod. Lang.	18	5	2	2	-	27
Mod. Langs. & Lite.	34	19	12	12	-	77
Ancient Near Eastern Stud.	1	2	2	-	-	5
Slavic Studies	-	1	-	1	2	4
Art & Archaeology	5	4	3	1	-	13
Music	2	-	-	-	-	2
Philosophy (Eng. or Hist.)	7	3	6	1	-	17
Soc. & Phil. Studies	95	-	-	-	-	95
Anthropology	-	4	4	2	-	10
Modern History	-	29	27	22	-	78
Philosophy	-	3	2	2	-	7
Political Sc. & Economics	-	15	14	11	-	40
Psychology	-	16	13	7	-	36
Sociology	-	3	4	2	-	9
Math., Phys., Chem.	47	-	-	-	-	47
Science	10	-	-	-	-	10
Math. & Physics	-	32	16	7	-	55
Physics & Chemistry	-	7	2	2	-	11
Physics & Geology	-	1	-	-	-	1
Chemistry	-	2	2	2	-	6
Biology	-	6	3	1	-	10
Food Chemistry	-	-	1	1	-	2
Geography	-	4	4	5	-	13
Geological Sciences	-	1	2	2	-	5
Physiology & Biochemistry	-	5	4	4	-	13
Household Economics	8	10	13	21	-	52
Commerce & Finance	39	28	17	26	-	110
	602	494	404	147	-	1647
1959-60	576	472	353	105	-	1506

TABLE IV

VICTORIA COLLEGE
GEOGRAPHICAL DISTRIBUTION 1960-61

<u>SUMMARY</u>	<u>I</u>	<u>II</u>	<u>III</u>	<u>IV</u>	<u>Total</u>
Metropolitan Toronto	411	334	262	94	1101
Ontario	181	147	124	48	500
Saskatchewan	2	1	1	-	4
British Columbia	-	2	-	-	2
Quebec	-	1	1	2	4
Alberta	-	1	1	-	2
Prince Edward Island	-	-	1	-	1
Newfoundland	-	-	-	1	1
U.S.A.	2	2	2	-	6
England	-	1	-	-	1
Scotland	-	-	-	1	1
Bermuda	1	1	1	-	3
The West Indies	4	3	9	1	17
Switzerland	-	1	-	-	1
Ghana	-	-	2	-	2
India	1	-	-	-	1
	602	494	404	147	1647

PERCENTAGES OF TOTAL

	<u>I</u>	<u>II</u>	<u>III</u>	<u>IV</u>	<u>Total</u>
Toronto (Metropolitan)	60.2%	67.6%	64.7%	63.9%	66.9%
Remainder of Ontario	30.1%	29.8%	30.7%	32.7%	30.4%
Outside Ontario	1.7%	2.6%	4.2%	3.4%	2.8%

TABLE V

VICTORIA COLLEGE
RELIGIOUS DISCRIMINATION 1960-61

	<u>I</u>	<u>II</u>	<u>III</u>	<u>IV</u>	<u>Total</u>	<u>%</u>
United	366	277	181	86	910	55.3
Anglican	88	77	52	20	237	14.4
Presbyterian	55	40	39	18	152	9.2
Baptist	24	12	16	3	55	3.3
"Protestant"	1	23	75	1	100	6.1
Miscellaneous	62	55	32	16	165	10.0
No religion given	6	10	9	3	28	1.7
	602	494	404	147	1647	100.0

TABLE VI

<u>EMMANUEL COLLEGE</u>		
<u>INTRAMURAL STUDENTS</u>	<u>1960-61</u>	<u>1959-60</u>
Graduate students in Theology	6	4
Undergraduate students in Theology:		
First Year	44	31
Second Year	27	28
Third Year	25	27
B.B.E.	12	9
Occasional students	10	8
	<hr/>	<hr/>
	124	107
Part-Time Intramural students:		
Candidates for Th.M.	50	52
Candidates for Th.D.	13	16
	<hr/>	<hr/>
<u>GRAND TOTAL</u>	<u>187</u>	<u>175</u>

Included in the Victoria College enrollment for 1960-61 there were 42 certified candidates for the ministry pursuing their Arts course, and distributed as follows:

First Year	13	10
Second Year	11	17
Third Year	13	14
Fourth Year	4	3
Special Students	1	4
	<hr/>	<hr/>
Arts students enrolled in Religious Knowledge	42	40
	<hr/>	<hr/>
	528	495

TABLE VII

VICTORIA COLLEGE
STUDENTS IN RESIDENCE

a) Victoria College - Number of students in residence

<u>1960-61</u>	<u>I</u>	<u>II</u>	<u>III</u>	<u>IV</u>	<u>Total</u>	<u>Grand Total</u>
Men	53	40	32	16	149	404
Women	86	73	68	28	255	
<u>1959-60</u>						
Men	67	42	37	12	158	413
Women	80	81	74	20	255	

b) Victoria College - Total Regular Enrollment

<u>1960-61</u>						
Men	315	273	216	74	878	1647
Women	287	221	188	73	769	
<u>1959-60</u>						
Men	332	255	178	61	826	1506
Women	244	217	175	44	680	

c) Victoria College - Percentage of students in residence

<u>1960-61</u>						
Men	17%	18%	15%	22%	17%	25%
Women	30%	33%	30%	30%	33%	
<u>1959-60</u>						
Men	20%	16%	21%	20%	19%	27%
Women	32%	37%	42%	45%	38%	

d) Emmanuel College - Number of students in residence

	<u>I</u>	<u>II</u>	<u>III</u>	<u>Post Graduates</u>	<u>Total</u>
1960-61	15	16	11	6	48
1959-60	13	15	10	2	40

VICTORIA UNIVERSITY
REPORT TO THE BOARD OF REGENTS

of the
PRESIDENT

for the session
1960 - 1961

Mr. Chairman, Ladies and Gentlemen:

In November of the present year (1961), the National Conference of Canadian Universities and Colleges met in special Session in Ottawa to consider the theme, "Canada's Universities in a New Age". The New Age was not at once apparent for in many ways this meeting was a re-examination and re-assessment of a similar conference held five years ago. At that time the crisis in higher education caused by rapidly increasing numbers of students with all the consequent needs of larger staffs and expanded facilities was studied with some care. Statisticians plotted the probable rate of growth and University administrators and professors outlined what they would need to meet it.

The present conference appeared at first sight to be more of the same and discovered that there were few problems in the alleged new age, as in the old, that could not be solved by more money. For three days, the speakers, like competent football coaches, sent out on to the playing field of discussion, teams of impressive statistics which all moved steadily toward the goal line of increased financial assistance from government sources. However, play was stopped short of the goal when the Prime Minister, addressing the Conference banquet, informed an expectant audience that their drive for a "touch" had been unsuccessful. Participants and spectators alike departed quietly from the arena conscious only of having indulged in healthful exercise and cautiously hopeful that the game might be successfully replayed at a later date.

The Conference, although not very fruitful in financial results, was nevertheless a helpful and informative one to those who were in attendance. Facts and insights emerged from the discussions which are useful yardsticks by which to measure the individual College or University. Let me take a few of these now as guides in assessing the life and work of Victoria University in the year 1960-61.

At the first session of the Conference, Dr. Sheffield the research officer, presented a statistical analysis of enrolments during the past five years which revealed that the original forecasts had been too conservative. It also revealed that the time-table of students predicted for 1968 would be reached long before that time. The situation at Victoria College is

parallel with the national one. Five years ago the Board of Regents and Senate agreed that the College should be permitted to increase to a total of 2,200 students and that this total would be reached at the earliest by 1966. Actually, with an approximate annual increase of 16%, the College had a total registration of 1,659 students in 1960-61 (including 12 "specials") and in the current session has reached a total of 1,849 (including 18 "specials"). If this trend continues the agreed upon size of the College will be attained by the 1963-64 session. These figures underlie the urgency of a new examination of the limitation or expansion of the College and will be looked at more closely in a later section of this report.

The record of enrolment at Emmanuel College shows an increase that is in line with the growth of professional faculties in Canada. A glance at the registrar's report indicates that there was an increase in this College from 95 students in 1959-60 to 108 in 1960-61. The enrolment in the undergraduate years of theology has remained nearly constant in recent sessions but there has been a marked increase in the Bachelor of Religious Education Course. The totals for this current session are 98 in the regular theological course and 15 in the B.R.E. By way of comparison it should be noted that this record in enrolment has been maintained during the two years when registration at American seminaries has quite unaccountably decreased in numbers. The graduate work at Emmanuel, which offers courses leading to the Masters and Doctors degrees in Theology, has reached very substantial proportions with 69 students enrolled in the various courses. This aspect of the College's work will also be referred to in another section of this report. It is enough to remark here that the registration figures at both Victoria and Emmanuel Colleges are in harmony with national trends as these were revealed by Dr. Sheffield's report to the recent Conference.

Another report made plain that financial assistance from all sources made available to students both in Canada and from overseas has dramatically increased. These funds come from many sources, including government at all levels, foundations, industry and commerce, and other private benefactors. They are in the form of scholarships which are usually awarded in competition and on academic achievement; bursaries which relate to a student's need and loans whose repayment is usually on easy terms. Here again, the situation at Victoria University parallels that of the other Universities of Canada. Last year's records disclose that \$16,845 dollars were dispersed to the students of both Colleges in all forms of financial assistance. To meet this increasing demand for aid in the face of rising costs of education there are increased funds available in addition to our Bursary fund. New Scholarships have been added both for admission students where there are 26 scholarships that carry free tuition and 12 others, and for those in course. The Board has also made some money available for short term loans which is proving of great assistance in emergencies. The Bursar reports that 49 students were granted loans in the 1960-61 session. There have also been some bequests which have made more and larger grants available in the bursary category.

Notable among these was the Billes bequest which has made possible bursary and scholarship money in both Colleges.

A third factor in Canadian University life today to which the recent Conference drew attention is its increasingly international character. During the last year some 7,500 Canadian students have gone abroad on scholarships and volunteer service programmes. In the latter category, which is comparatively new, students have gone to many parts of the world under such auspices as the World University Service, Crossroads Africa, Commonwealth Volunteers and short-term educational missionaries. The above students are in addition to the 8,500 Canadian students who spent this last year in the United States on graduate and exchange scholarships. Nor is the flow all one way for an estimated 7,100 students from abroad spent this last year in Canadian Universities which indicates the important role being played by our Universities in the international scene.

Victoria University once more demonstrates that it is in the full stream of University life when one examines the 1966-67 record. Two of the Emmanuel students spent the summer in Africa working with "Crossroads Africa" on a volunteer service project. Several Victoria College students and graduates have been or are in the West Indies, Ceylon and India on similar service projects. At the same time there were students in the United Kingdom, Europe, and the U.S.A. on scholarships and Canada Council awards. An examination of Table IV of the Registrar's report indicates that eight countries were represented among the students in Victoria College and 7 countries in Emmanuel. An interesting addition this fall has been two students from Kenya whose attendance at University has been made possible by bursary assistance from our funds. Victoria and Emmanuel students have also contributed funds for the bringing of students from abroad to this campus.

Not only is the international quality of University life manifested in student enrolment and interests but in the staff also. Many staff members on the Victoria and Emmanuel staffs hold degrees from foreign universities. There are also members of the teaching staff and dons in residence whose places of birth include Poland, Hungary, France, Switzerland, India and Pakistan.

Still another manifestation of the international concern and quality of Canadian University life is the interest and assistance which a number of Universities have given to new institutions of higher learning overseas. Acting on the premise that these institutions are of vital importance to the future of the countries where they are located, established universities in Canada (as well as elsewhere) have loaned administrators, teachers and funds to their younger sisters. One Canadian University for instance has undertaken to establish a school of business administration in the University of Malaya. Victoria, too, has its share in this international pooling of educational resources. By action of the Board of Regents in June 1961 Professor George Boyle a member of the staff of Victoria College, was

loaned to the Union Theological Seminary in Kingston, Jamaica. Already the effect of his vigorous presence is being felt in the theological scene in the West Indies, not only as a teacher of Church History but in Church and Community life. It is my hope that the Board will be able to continue this generous policy and that other institutions such as the Imperial College in Trinidad may receive our assistance. This latter institution is planning to establish an Arts faculty and a letter from Dr. Philip Sherlock indicates that a loan professorate such as we propose would give his institution a great lift.

Let me turn now from the areas of interest which arose from the Ottawa Conference to a review of the various areas of administration and life in Victoria University not dealt with in the previous paragraphs.

Victoria College:

The College, under the principalship of Dr. H. Northrop Frye, continues to grow both in size and in influence. The increase in the number of undergraduates mentioned previously in this report is marked by a trend toward the honours courses and even toward the College subjects. This has made necessary an acceleration of the additional appointments made to the teaching staff, particularly in the junior and sessional ranks. The following new appointments were made during the last year which became effective on July 1st, 1967:

The Rev. E.G. Clarke, M.A., B.D., as Associate Professor in the Near Eastern Studies Department.
Mr. K.R. Thompson, Lecturer in the Department of Classics.
Dr. Peter Ricketts, Lecturer in the Department of French.
Dr. M.C. de Nagy, Sessional Assistant Professor in the Department of English.
Mr. Adair Dale, Sessional Lecturer in the Department of Classics.

In addition to the above names several sessional lecturers were re-appointed and an increased number of instructors and teaching fellows were appointed for the current session.

The members of the teaching staff not only carried the normal load of undergraduate and graduate teaching but they were also active in the Presidential, Senate, Council and Departmental Committees of the University of Toronto. This is one of the ways in which Victoria's voice is heard in the policy-forming groups of the whole University. Many also took part in the work of learned societies, presenting papers and sharing in the activities of the organization. Professor J.A. Surerus was elected the first president of the Association of Canadian University Teachers of German while papers were read by Professors Baitenbue, J.M. Robson and Millar MacLure at the Association of Canadian University Teachers of English. I should like

to draw appreciative attention to the lecture on "The Educational Implications of the B.N. Act" delivered by Professor C. B. Sisson before the Royal Society which by all reports was marked by his customary clarity of expression and vigour of intellect. To mention the scholarly lectures delivered by Dr. Frye throughout the year would require a section to itself but two must be mentioned namely, The Page-Barbour Lectures given at the University of Virginia and his participation in the Shakespeare Seminar at the Stratford Festival. I rejoice to report that the Victoria College Public Lectures were resumed last January after a lapse of several years. Principal Frye, Professor F. Sparshott and Professor Jay Macpherson lectured to a crowded chapel on three successive Wednesdays. Much scholarly work is represented by the list of publications that will be found in the appendix to this report.

The following promotions were made by action of the Board, effective on July 1st, 1961:

Dr. Millar MacLure from Associate Professor to Professor, Department of English

Dr. David Hoenigar, from Assistant Professor to Associate Professor, Department of English.

Retirement removed the name of Dr. Harold Bennett from the list of active teachers in the College but this formality only meant the beginning of another career for our principal-emeritus. He was appointed acting president of the Laurentian University of Sudbury in September 1961 which will ensure wise and vigorous leadership for that fledgling enterprise. This is the way he describes his action, "Experience at Victoria taught me to keep my eyes open and my mouth shut and to wait for the elephant to make the first move." Miss Alta Lind Cook also retired from full time teaching after 32 years of faithful and scholarly work in the Department of French. I am delighted to say, however, that she is continuing to teach part time in the current session, assisting the department during the absence of Miss Riéau, who is on sick leave.

Leaves of absence for scholarly research has been granted to Professors Kenneth MacLean, Chairman of the English Department, Francis Sparshott, of the Ethics Department and Richard Jeanes of the French Department. The latter has chosen the alternative summer arrangement with a travel grant. Academic achievement is also to be noted in those who have achieved their Ph. D. degrees, namely Mr. K. R. Thompson from Harvard, Mr. Peter Ricketts from Birmingham, and Mr. W. T. McCready from Chicago. Members of the Staff have also been recognized by other Universities and Colleges by the award of the following honorary degrees, a Doctor of Laws to Dr. C. B. Sisson by the University of Toronto, a Doctor of Divinity to Professor Kingsley Joblin by the United Theological College, Montreal and a Doctor of Divinity to President A. B. B. Moore by St. Andrews College, Saskatoon.

The report of the President last year drew attention to the proposed expansion of subjects taught by the Colleges in the University of Toronto. The negotiations have been completed by an agreement that would enable the College under the administration of the University. This can be done by receiving the consents of the head of the department and the Dean of the Faculty of Arts and Science. However, there is no thought of separate College departments being formed in these areas. The salary of such an appointment will be paid by the College and his promotion will be the responsibility of the College with the consent of the head of the department. It will also be possible on recommendation of the head of the department. It will also be possible to cross-appoint members of the University staff to the College with the consent of the Head and the Dean. In this category, however the salary and the promotion will be the responsibility of the University which will be reimbursed by the College for the time such a cross-appointment is involved in exclusively college instruction. The new arrangement becomes effective in the Fall of 1962 and at that time Victoria hopes to make a beginning with a more complete academic community and represents a goal that has long been sought. My hope is that its attainment will meet our expectations.

Student life has followed the normal course of events, with the usual scholarly and extra-curricular activities. The Admission Class in 1960-61 contained the Prince of Wales Scholarship winner, an award emblematic of the highest Grade XIII marks entering the University of Toronto. This same student maintained her high standing throughout her first year and in the same examinations in May stood first in first class honours in the University in the Honour course in English Language and Literature. Not all the students fared as well but it would seem to have been an average year. The graduating class at Victoria won 6 Woodrow Wilson Scholarships as well as a number of Canada Council awards, and Graduate School fellowships. The athletic achievements of the men were notable including the Mulock Cup for the third consecutive year and in addition University championships in Lacrosse, Track and Field, and Hockey. The women, who normally fill the trophy social and cultural clubs maintained their usual activity with some increased interest in the Debates Parliament. Religion continued to be a lively interest and concern with the students although not always finding its expression in the more formal services. Nevertheless the daily and Sunday chapel services continued to be a vital factor to many students while the religious discussion groups, particularly in the residences provided an open forum for question and debate. The Chapel Choir under the direction of Mr. Eric Rollinson of the Royal Conservatory of Music was a particularly effective musical group giving leadership at the Sunday services and presenting two evening concerts.

Emmanuel College.

The life of the College, under Dr. K.H. Cousland's leadership, found a new unity of fellowship last year while at the same time achieving a good academic record. The staff carried a heavy load of work which included not only the regular undergraduate and graduate teaching but participation

in learned societies and in the life of the Church together with publication of articles and reviews some of which are listed in the appendix to this report. Emmanuel professors appear as members of the Commission on Faith, the Committee on Church Union, the Committee on Public Worship, the Board of Colleges and Secondary Schools. There was also active sharing in the Committee work of the American Association of Theological Schools, the Canadian Biblical, Theological and Church History Societies. Something in the order of 160 pulpits were supplied, some of them many times. The Canadian Council of Churches also fell within their interest and responsibility. I would pay my tribute to a group of devoted men whose concern is the welfare of the Church and its theological life.

An additional appointment to the teaching staff was made in the spring of 1961 when the Rev. Robert Osborne, B. A., B. D., S. T. M., minister of St. Andrews Church, St. John, N. B. was named Assistant Professor of New Testament. Mr. Osborne is a young Canadian who is a graduate of McGill University and of the United Theological College and has done his doctoral work in Edinburgh, following which he was for several years a parish minister. He started his work this fall and has already won the respect of both the staff and students. His appointment brings to ten the number of full time professors in the College who are assisted in their work by three graduate assistants and by the archivist, Dr. Reynolds. It is hoped that the staff may be further increased by additional second appointments in several other departments. There is also a great deal of co-operation between Emmanuel and Victoria staffs with the former teaching Religious Knowledge courses in Arts and the latter teaching in areas of Philosophy and Biblical languages. Appreciative tribute must also be paid to the Emmanuel staff for the assistance they have given to Victoria in the conduct of special chapel services, both on Sunday and through the week.

Graduate work has been the object of much concern and serious study throughout the 1960-61 session. Not only have co-operative arrangements with the other theological colleges on the campus been made for the Master of Theology degree but these have now been extended to the Doctoral work. Common minimum requirements have been drawn up together with the provision of co-operative courses of study, supervision and examination. Further development would seem to lie in the establishment of a physical centre which would serve as an office and a meeting place for the students. More staff resources will be required as well as greatly strengthened library facilities. There has recently emerged a promising source of help for this latter problem. The Sealantic Fund has made available through the American Association of Theological Schools a large sum of money for the strengthening of theological libraries. Emmanuel is eligible for this assistance and now has a committee of the staff at work analyzing both undergraduate and graduate needs. The money will be paid on a matching dollar basis with a minimum grant of \$250.00 per year rising to a maximum annual grant of \$3,000.00 over a three year period. There are still other possibilities of development in conjunction with the University of Toronto with whom discussions are beginning on work in a Department of Religion within the University.

Professor W. O. Fennell was on leave of absence for the second term last year doing scholarly research at the University of Freiburg. He has now returned to Emmanuel and reports a profitable and stimulating year not only in his own discipline of Systematic Theology but in the acquiring of greater proficiency in the German language. This year Professor Robert Jobbie will go on a leave of absence during which he will undertake research at the University of Cambridge and in Jerusalem. I am happy to report that he has received an award from the Canada Council to assist him in this project.

The enrolment of the undergraduates has already been commented upon in this report and it remains only to say something of their life in the 1960-61 session. The freshman class, with 44 registered, was the largest in the College's history and established a record that the incoming class this Fall could not match. There were 22 diplomas awarded to the graduating class and at the same Convocation (in May, 1961) 24 Bachelors of Divinity, 5 Bachelors of Religious Education, 5 Masters of Theology and 3 Doctors of Theology were conferred. The academic standing was good with two graduate fellowships being awarded, Mr. H. D. B. Tomlinson winning the Travelling Fellowship and Mr. J. B. Cruiston receiving the Watt Travelling Fellowship in Worship. These men are studying at New College, Edinburgh and the University of Cambridge respectively. The latter Fellowship was established last year through the generosity of Miss Elsie Watt and was awarded for the first time at the Spring Convocation in Divinity.

Among the many and varied activities of the students it should be recorded that they have taken a vigorous part in the life of the University of Toronto. They are now members of Hart House and have served on its committees and shared in its functions. The students also are represented on the Students Administrative Council and I was proud to note that members of Emmanuel student body were present at the Honours awards Dinner and received recognition at that time. They are active at the special week-ends when representative students from Montreal, Harvard and North Carolina Universities visit the Toronto campus. Our athletic teams have always participated fully in the intra-mural sports programme and have given a good account of themselves. I am happy to report that the coach of the 1961 Victoria Football team which is in the Mulock Cup final for the fourth consecutive year is an Emmanuel College student.

One of the outstanding events that took place on the University of Toronto campus last year was the soap-box preaching at the Soldiers Tower. For two weeks in March five Emmanuel students took on all comers at the noon-hour in what must have been one of the most effective witnesses to the Christian faith in many years. Crowds of students gathered around to question and sometimes heckle but the interest aroused was so great that the discussions went on in the Armour Room long after the out-of-doors sessions were finished. The moral courage and intelligent faith of these young men made a great impact on the campus and contributed much that was helpful to the religious debate that is constantly being carried on.

The project was continued this Fall under the auspices of the Student Christian Movement and received support from the students of Wycliffe and Trinity. Last year's team received instruction and advice from Dr. Donald Soper, the well-known Tower Hill preacher from London, England.

Each year the College is indebted to a group of distinguished lecturers whose visits are a stimulus to both the staff and the students. Last year was no exception to this rule as we entertained world Church leaders such as Dr. Stanley Jones, Dr. Robert McClure of India, Dr. George MacLeod of the Iona Community, Bishop Michael Hollis, scholar and administrator from the Church of South India, the Rev. Mr. Kiel, moderator of the Presbyterian Church in the Republic of Korea and the Right Rev. Hugh A. McLeod, moderator of the United Church of Canada.

The Administration

The direction and maintenance of the operations included in Victoria University insure that the administrative staff have busy days. The year 1960-61 was particularly well-filled since, in addition to the normal business, a new Library was erected and opened, new administrative offices were put into 4 St. Thomas St., a new Coffee shop was set up in Wymilwood and the old Coffee shop made over into the charming Terrace Room. Each one of the above projects meant detailed supervision and when completed the movement of books, archives, office equipment, dining equipment and furniture. During the winter and spring two surveys were made by Woods, Gordon and Co., the first covering the Residence, Dining Room and Student Union operations and the second the accounting and business procedures of the University. These surveys occasioned a number of accounting and organizational changes for improved efficiency of operation and in this regard were very helpful. I am happy to report, however, that the general conclusions on the organization and procedures at Victoria University, of the Woods, Gordon people were quite reassuring.

There were two changes of staff during the year, the first of which was mentioned by the Bursar in his annual report namely the appointment of Mr. J. Scott as Assistant Superintendent of Buildings. The second change was caused by the resignation of Dr. C. Love as Senior Tutor of Victoria University. He had held office for eleven years and during that time had rendered notable service to the Residence life. Dr. Love had come to the conclusion however, that he must devote his entire time to his scholarly discipline of English Language and Literature. I would express to him the thanks of a grateful University and of several generations of students. Victoria has been fortunate in securing as his successor, Professor E. G. Clarke of the Department of Near Eastern Studies who is a product not only of Victoria and Emmanuel Colleges but of the Burwash residences.

The Board

The Board of Regents sustained two heavy losses by death in the

year 1960-61. In December 1960 there occurred the death of the Hon. L. O. Breithaupt, Chancellor of Victoria University and a member of this Board. He had held his high office in Victoria for only a short time but he had endeared himself to all and he is greatly missed at University functions and Board meetings. The sudden passing of Mr. E. W. Bickle in May, 1961, took one of Victoria's staunchest and most gifted friends. His long term of service as Treasurer and Chairman of the Finance Committee was marked by the steady and even dramatic expansion of the University's resources and his counsel in the Board and its Committees was highly valued. He and his work will be long remembered by all of us who owe him so much.

At the Annual meeting in November, 1960 the Board reviewed its organization and made some changes in its officers and committees. The Rev. Dr. V. T. Mooney became Vice-Chairman of the Board in succession to Dr. George C. Pidgeon whose health would not permit his continuance in office. Mr. Bickle retired from the Treasurership and the Board appointed as his successor Mr. J. T. Bryden who had served as vice-chairman of the Finance Committee for many years. Mr. Donald McGibbon retired as Chairman of the Residences and Services Committee to become vice-chairman of the Finance and Property Committee and he was succeeded in Residences by Mrs. J. R. M. Wilson with Mr. W. Whelan as her vice-chairman. Mr. Nelson Earl became chairman of the Public Relations Committee. Provincial cabinets do not alone possess the power to change their ministers!

Under Mr. Langford's fine Chairmanship the work of the Board has been thoroughly and imaginatively done. The finances have been fully dealt with already by the Treasurer at this afternoon's session but may I just add a grateful acknowledgement of gifts amounting to \$174,229 during the year 1960-61. Annually the friends of the University provide generous financial support through these special gifts and I would draw to your attention that the past two years (1959-60; 60-61) gifts reached a total of \$462,101.00 which does not, of course, include the amounts received from the National Fund Campaign. The Bursar has drawn attention in his report to the fact that the Living Endowment Fund has now become a part of the Varsity Fund and already the results from this new co-operative venture with the University are promising.

One event demands special attention in this report and that is the opening of the new Victoria College Library. On September 21st, 1961 the Prime Minister of Canada, the Right Hon. J. G. Diefenbaker, officially opened it, following a special Convocation at which he had received an honorary Doctor of Sacred Letters from Victoria University. Similarly honored on the same occasion was Dr. Albert Trueman, Director of the Canada Council and Dr. Kaye Lamb, Dominion Archivist and National Librarian. At that Convocation also, the Moderator of the United Church of Canada, received an honorary Doctor of Divinity & grace. The Convocation and Official Opening were preceded and followed by a delightful luncheon and dinner rounding out a day that will long be remembered by proud Victorians. The Librarian's annual report indicates how quickly the students settled down in the new building and

how fully its facilities are being used. Our warmest thanks are expressed to Mr. Clare Wood and his building committee for a job well done, and grateful acknowledgment is also made to the Canada Council and the donors to the National Fund campaign who made this vital project financially possible. May I also report appreciatively to the Board how much we owe to Miss Ray, the Chief Librarian and her staff for their guidance during the planning and erection of the Library and for the unusually excellent job they did in transferring the books and setting up operations in the new building.

Planning

In response to the request contained in my annual report in 1960, the Board of Regents appointed a planning committee under the Chairmanship of Mr. D. W. McGibbon. First in priority of time among the problems facing the committee is the projected size of Victoria College. If the total of 2,200 students is retained then the problems of limitation will have to be attacked almost immediately for the College is likely to reach its agreed upon maximum in two years. This matter has become the more urgent with the information received from the Principal of University College that limitation of numbers in that institution will begin next year. There is the further pertinent information from the President of the University that new residential colleges will be established on the West Campus, with a start made on the first one scheduled for spring of 1962. These decisions will be bound to affect registration at Victoria where on the one hand we have no desire to receive another college's rejects and on the other we do not wish to occupy a diminished position of influence in the Faculty of Arts and Science. In view of this situation should Victoria cut off at 2,000 or should it expand and perhaps undertake to expand and to establish another residential college? This is one of the urgent issues facing the Committee.

Still another has to do with the development of Emmanuel and in particular its library and graduate school. There is no reason why Toronto should not be a great graduate centre with the potential resources it has on and about this great campus. Fine work is being carried out but it needs resources of staff and library not yet available.

Office space for the staff emerges as still another problem that must soon be studied by the Committee. The present staff has increased in numbers far more quickly than was anticipated. Then there are the new courses to be provided for when Victoria moves into University fields of instruction. There are other matters of residence and classroom facility and new developments that will provide a lively and important period of planning in which both Board and Staff members will fully share.

While the future is under consideration the Board may be reminded that the office of Chancellor is at present vacant following the death of Mr. Breithaupt. A committee on the Chancellorship with Dr. Victor Mooney as Chairman has been studying the position of Chancellor and what its future in Victoria may be. At present the Board is acting on the recommendation

of the Committee that for this year no appointment should be made. However, that Committee should soon renew its discussions and make some suggestion or proposal to the Board. It is not for your President to propose any solution but he would like to point out that there are several alternative plans which might be adopted. The University can continue with its present policy of choosing a distinguished layman to fill the honorary position. The University of British Columbia provided a variation by requiring the Chancellor to chair the Board of Governors. Or again for many years Victoria combined the offices of Chancellor and President.

I have tried by my selection of material in this annual report to suggest to you the shape and quality of life at Victoria University and to ask some questions which contain problems facing us and which may stimulate discussion. Of necessity there can be no complete recording of all that takes place or of all that we dream and hope for but I trust that my selection has been done with the integrity that assures a true picture being formed. I trust also you share my somewhat biased conviction that Victoria represents a vital academic community occupying an important and essential place in the world of Canadian higher education.

To the Chairman and members of the Board, to Teaching and Administrative Staffs my humble thanks for your warm friendship, and your loyal support of all that spells the welfare of Victoria University and its constituent Colleges.

Respectfully submitted,

A. B. B. Moore,
President.

Minutes of the Regular Meeting of the Board of Regents
held in Alumni Hall on Thursday, 16th January, 1962

PRESIDENT:

The Rev. Dr. V. T. Mooney, Chairman; Mr. J. B. Allen, Mr. A. C. Ashforth, the Rev. G. E. Ashton, the Rev. Dr. G. W. Birch, Mr. J. T. Bryden, Principal E. H. Couglund, the Rev. Dr. E. Cragg, Mr. J. S. Deacon, Mr. L. W. Earl, the Rev. Dr. T. T. Faichney, the Rev. F. P. Fidler, Principal H. E. Frye, Mrs. D. W. Haak, Mr. L. Macaulay, Mrs. C. F. McEachren, Mr. E. S. Mills, President A. B. S. Moore, Mr. H. J. Sissons, Mr. F. A. Wansbrough, Mr. C. F. Wood, and Mr. W. C. James, Secretary.

PRAYER: The meeting was opened with a prayer by the Rev. Dr. E. Cragg.

The President referred to the recent death of Mr. George Edmonds' father and moved that the Board express its sincere sympathy to Mr. Edmonds - agreed.

MINUTES:

The Minutes of the Annual Meeting, held on 30th November, 1961, were approved on the motion of Mr. Allen, seconded by Mr. Ashton.

The Secretary drew the attention of the members to one typographical error and one factual error which had appeared in the summary recently forwarded to members of the Board.

CORRESPONDENCE: - the Secretary

- Regrets from Mr. H. E. Langford, Chairman of the Board, due to his absence in London, England; from Dr. Jean F. Davey, Mrs. J. R. M. Wilson; and from Messrs. John Arup, F. M. Case, R. F. Chisholm, G. A. Fallis, W. Finland, D. W. McGibbon, G. H. Sheppard, W. L. Wheler.
- The Secretary reported that payment of \$12,500. had been received in full settlement of the bequest of the late Margaret C. Laidlaw. This bequest is to be used to found a scholarship or scholarships for Emmanuel College. The scholarships are to be known as "The Robert Laidlaw Scholarships". Referred to Senate to fix terms of award.
- Letter from the Secretary of the Scholarship Committee, Toronto Branch, Protestant Women's Federation, offering gift of \$50. to provide a prize for an essay, to be written by students of Emmanuel College. Referred to Principal of Emmanuel College for attention.

PRESIDENT'S ITEMS:

- List of gifts, as set out below, received since the meeting of the Board of Regents on 26th October, 1961:

Rev. W. T. Marchant	10.	Class of 1927 Scholarship
Washington United Church		
Couples Club	600.	Bursary
Dr. G. B. Sissons	100.	A. J. Bell Scholarship
Mrs. Alice C. Little	150.	Bursary
Atkinson Charitable Foundation	5,000.	Bursaries

16th January, 1962

The Mensies family	200.	Bursary
Mrs. Jean M. Cameron	25.	Class of 1927 Scholarship
American Can Company	150.	Grant
Streetsville United Church	100.	Sustaining Fund
Mr. & Mrs. Hall Linton	25.	Class of 1921 Scholarship
Allen, Miles, Fox & Johnson	150.	Elliot Allen Scholarship
Victoria College Alumnae Assoc.	150.	Scholarships
Prof: D. G. Robson	250.	Donation
International Nickel	770.40	Administrative grant
Principal E. H. Couglund	200.	Principal's Fund,
		Emmanuel College
Prof. Robert Dobbie	200.	Elizabeth Bell
		Scholarship
Anonymous	700.	De Witt Schol. \$100. and
		Travelling Schol. for
		Classical Studies \$400.
Mrs. Pearl A. Grigley	25.	Margaret E. T. Addison
		Graduate Scholarship
R. E. Carty	100.	Gertrude & Dawson
		Matheson Prizes in
		Emmanuel College
Harcourt Lodge	100.	Bursary Emmanuel College
George K. Orason	10.	Building Fund
Lawrence Park Community Church	500.	Bursary Emmanuel College
Mr. and Mrs. R. G. Allen	200.	Donation
Dr. A. Dawson Matheson	400.	Gertrude and Dawson
		Matheson Prizes in
		Emmanuel College

1962

- | | | |
|------------------------------------|------|-----------------------------|
| First United Church, Port Credit | 50. | Bursaries, Emmanuel College |
| Mr. Ronald A. McCaw | 300. | Bursaries, Emmanuel College |
| Hamilton Presbytery Woman's Assoc. | 200. | Bursaries, Emmanuel College |
- Dr. E. H. Couglund's term as Principal of Emmanuel College extended to 30th June, 1963, at which time he will have reached the age of retirement.
 - Rev. Dr. C. Douglas Jay - leave of absence from 1st January, 1963 to opening of Fall term, to undertake special work in India. Any academic replacement that may be required during Dr. Jay's leave of absence is to be charged against the Staff Leave and Travel Fund.
 - Miss Alta Lynd Cook's term extended as Special Lecturer for the present term, at a salary of \$3,000.
 - Professor Donald Johnson Greene - appointment as Visiting Professor of English for the session 1962-63, with the rank of Associate Professor, at a salary of \$10,500.
 - Appointment of Mr. E. John Revell to the Department of Near Eastern Studies at Victoria College, with the rank of Seasonal Lecturer and beginning salary of \$5,500. Appointment to date from 1st July, 1962.
 - Appointment of M. Pierre Spriet to the Department of French, with the rank of Assistant Professor. This appointment is for a period of two years, from 1st July, 1962, with a salary for the first year of \$7,800. plus certain allowances for moving expenses.

18th January, 1962

45

- b) Appointment of Mr. W. Adair Dale to the Department of Classics, with the rank of Assistant Professor and salary of \$7,000. Appointment to date from 1st July, 1962.
- 1) Professor A. C. M. Ross - leave of absence for the summer of 1962, to enable him to complete his Research work begun two years ago in Paris.

REPORTS

LIVING ENDOWMENT AND VARSITY FUND:

Mr. L. Nelson Earl presented the following interim report covering the Living Endowment and the Varsity Fund for the calendar year 1961. Mr. Earl explained that this report is subject to checking and audit, as books for 1961 were only closed as of 15th January, 1962.

*Received at Victoria prior to joining the Varsity Fund in April	822.
Received at Victoria during the summer and fall	2,106.
Received by the Varsity Fund from Victoria graduates	<u>25,780.</u>
	\$28,708.*

Mr. Earl stated that he thought much gratification should be felt over this report, which compared with total receipts of \$19,369. for our Living Endowment in 1960. This year every effort will be made to have all Victoria contributions sent direct to the Varsity Fund. A further report, covering the net result for 1961, will be presented to the next meeting of the Board.

RESIDENCES AND SERVICES COMMITTEE:

Mrs. D. W. Haag, Vice-Chairman, presented and read the following report:

*Your committee met on Friday, the 12th of January, 1962, and begs to report as follows:

1. We received an interim progress report from our sub-committee, which is considering and reviewing the rules and regulations in respect to our Men's Residences. We plan to present our recommendations to the next meeting of the Board.
2. Financial report covering the operations of the Men's Residences and Dining Services, the Women's Residences and Dining Services, Myrtlewood Union and the Coffee Shop, was presented by Mr. F. A. Mansbrough, Chairman of our Budget Sub-Committee, who advised that a careful examination and analysis of all financial statements to the 30th November, 1961 indicated none of the items appear out of line and that the statements reflect excellent effort.
3. Your Chairman reported on progress made to date by his sub-committee, which is making a study of the various steps which may be taken to increase our summer business and possibly improve on summer operations in general.

46

18th January, 1962

18BHC

4. Special study is being made by Principal Frye, the Senior Tutor and the Dean of Women regarding future policy regarding admissions for Women's Residence accommodation. The interim report presented on behalf of the committee by the Dean of Women indicates there is an immediate problem regarding admissions for next September, quite apart from general future policy with respect to possible expansion of our residence accommodation for women. It is quite apparent from the enrolment trend in recent years, and the increase in applications for residence accommodation from bonafide out-of-town students, that our existing facilities are already inadequate to meet the demand. This problem is further accentuated, of course, if consideration is to be given to other reasonable grounds for admission to residence.

We are holding a special meeting of our committee late in February to give this important and urgent problem further consideration.

5. Residence rates for the academic year 1962-63 are being considered and our recommendations will be presented to the April meeting of the Board.
6. Mrs. Lamont, assistant to the Dietitian in Burwash Hall, has resigned to accept another position. A replacement is being sought at the present time. Two other members of staff, who have been with us for six and nine years respectively, have been compelled by ill health to retire and will receive retiring allowances in accordance with the plan established a few years ago.

All of which is respectfully submitted this 18th day of January, 1962.

"Marjorie Haag"
Vice-Chairman

The report was adopted without discussion, on the motion of Mrs. Haag, seconded by Mrs. McEachern.

FINANCE AND PROPERTY COMMITTEE:

Mr. J. T. Bryden, Chairman, presented and read the following report:

*Your Committee met on Tuesday, January 16th, 1962, and begs to report as follows:

1. Amendment to By-law - Fiscal Year: That By-law No. 6 be amended by striking out "30th day of June" and substituting "31st day of May". By-law as amended would then read "The fiscal year of the Board shall end on the 31st day of May in each year."

By-law No. 8 provides that our by-laws may be amended at any meeting of the Board, provided notice of such amendment appears in the notice calling such meeting. We recommend therefore that the Secretary be authorized to include such notice when calling the next regular meeting of the Board on April 19th, 1962.

2. Banking Resolution - Payroll Account: Recommend that our present banking resolution with the Canadian Imperial Bank of Commerce at Yonge and Charles Street, respecting our Payroll Account, be amended in respect to signing officers and that any one of the President, Treasurer, Chief Accountant, or Fees Clerk be authorized to sign in the name of Victoria University. (This is in accordance with Report of the Woods, Gordon Survey - appendix B, page 5.)

18th January, 1962

47

3. On behalf of the Investment Sub-Committee I report the following purchases for our Bloor Street account:

30th October, 1961
\$25,000. Ontario Hyde Electric bonds, 5½%
15th November, 1961 @ \$99.00 \$24,750.

12th January, 1962
\$25,000. Province of Quebec, 5½ debentures
15th July, 1961-83 @ \$97½ \$24,375.

Par value of securities now held for Bloor Street account is \$150,000.

4. On behalf of the Property Sub-Committee I report that during the Christmas holidays the Victoria College gymnasium has been painted throughout the entire interior. It would appear that this is the first paint job since the building was built, about the time of World War I. The Field House, which was constructed in 1952, has also been repainted. A new storm door has been installed inside the east door of our Main Building. The pipe organ has been installed in the Chapel and was dedicated last Sunday. Payment for the organ and its installation was made possible through the bequest from the Donald M. Springer Estate.
5. At the request of the President, an additional appropriation of \$3,000. has been authorized for academic salaries in the Department of French. This was necessary on account of sick leave for a member of the department.

All of which is respectfully submitted this 18th day of January, 1962.

"J. T. Bryden"
Chairman

In moving adoption of the report, Mr. Bryden explained in some detail the reason for recommending changing the date on which our fiscal year would end: small staff; busiest period from August to November, both inclusive, and slackest period from 1st March to the middle of June; the change would materially assist in adjusting the work load more evenly; most of our summer residence business would now come within the one fiscal year; renovation jobs to be carried out during the summer could now be largely charged into the beginning of the fiscal year. Mr. Bryden referred also to minor difficulties which might arise, such as dates for Board meetings, dates to continue appointments and terminations and pay salaries on a July 1st to June 30th basis. He referred to the thorough study and report made by our Chief Accountant, Mr. Dinwiddie, and also to the fact that our auditors favour the change. He also made reference to discussions had with officers of other federated colleges.

Mr. Bryden then continued with a brief explanation as regards the recommendation that our Banking Resolution be amended only so far as our Payroll Account was concerned. The reason for this was purely as a time-saver for members of staff. Cheques at the present time require the personally written signatures of two officials, whereas the view of the committee is that one such signature is adequate.

18th January, 1962

48

18th Jan 1962

Following these explanations Mr. Ashforth seconded the motion to approve, which after very brief discussion was carried unanimously, with specific instructions to the Secretary to include an appropriate notice as required by our By-laws respecting any amendment to the By-laws. This is to be set out in the notice calling the next regular meeting of the Board.

NOMINATIONS COMMITTEE:

Mr. L. Macaulay, Chairman, reported his committee were presenting the following names for submission to General Council and The United Church of Canada as representatives of General Council for submission to the twentieth meeting of General Council. Mr. Macaulay reminded members that one vacancy existed at the present time, resulting from the death of Mr. E. W. Bickle and that Mrs. J. D. H. Hutchinson was being nominated in his place. With this one addition the entire present Board was being renominated, and Mr. Macaulay moved, seconded by Mr. J. S. Allen, that the following names go forward to General Council:

The Very Rev. J. H. Arnup, B.A., D.D.
The Rev. C. E. J. Cragg, M.A., B.D., D.D.
The Rev. C. A. Lawson, B.A., B.D., D.D.
The Rev. V. T. Mooney, B.A., D.D.
The Very Rev. G. C. Pidgeon, M.A., D.D., LL.D.
The Rev. H. W. Vaughan, M.A., B.D., Th.D., D.D.
J. B. Allen, Q.C., B.A.
J. D. Arnup, Q.C., B.A.
A. C. Ashforth, Esq.
The Honourable F. M. Cass, Q.C., M.A.
R. F. Chisholm, O.B.E., B.Com.
J. D. Deacon, B.A.
L. M. Earl, D.Sc., B.A.
Mrs. D. M. Haag, B.A.
Mrs. J. D. H. Hutchinson
N. E. Langford, Q.C., B.A.
Mrs. C. F. MacEachren, O.B.E.
The Honourable L. Macaulay, Q.C., B.A., LL.B.
N. S. Mills, Q.C., B.A.
The Honourable L. B. Pearson, O.B.E., M.A., LL.D., D.C.L., D.Litt., B.
G. H. Sheppard, Esq.
C. F. Wood, Esq.

OTHER BUSINESS:

The President reported that a few days previously Victoria had received a large handsome oil painting, "The North Shore, Lake Superior", by Lauren Harris. The donor was our fellow Board member Mr. Clare F. Wood, who has suggested it might be a suitable painting to hang in our New Library. The President expressed his own personal thanks and that of the Board for this most generous gift. Other members indicated their thanks and appreciation by applause.

There being no further business, the Chairman requested the Rev. G. E. Ashton to pronounce the Benediction.

H. E. Langford
Chairman

Minutes of the Regular Meeting of the Board of Regents
held in Alumni Hall on Thursday, 19th April, 1962

PRESENT:

Mr. H. E. Langford, Chairman; Mr. J. B. Allen, Mr. J. D. Arrup, Mr. A. C. Ashforth, the Rev. G. E. Ashton, Mr. J. T. Bryden, the Hon. F. M. Cass, Mr. R. F. Chisholm, Principal K. M. Cousland, the Rev. Dr. C. E. J. Craig, Dr. Jean F. Davey, Mr. G. W. Edmonds, the Rev. Dr. F. P. Fidler, Mrs. D. W. Hagg, the Hon. L. Macaulay, Mrs. C. F. McCachren, Mr. D. W. McGibbon, Mr. R. S. Mills, the Rev. Dr. V. T. Mooney, President A. B. D. Moore, Mr. G. H. Sheppard, Mr. F. A. Wansbrough, Mr. W. L. Wheeler, Mrs. J. R. M. Wilson, and Mr. F. C. Stokes, Acting Secretary.

PRAYER:

The meeting opened with prayer by the Rev. Dr. F. P. Fidler.

The President stated that the sympathy of the Board had been extended to Mr. James and his family at the time of Mrs. James' death, and read a letter from Mr. James thanking the Board for their message of sympathy and the flowers sent at that time.

Dr. Moore also stated that Mr. James had recently been hospitalised as the result of an eye infection and was convalescing satisfactorily although unable to attend the Board meeting, the first he has missed since becoming Bursar and Secretary of the Board.

MINUTES:

The Minutes of the meeting held on 18th January, 1962, were approved as circulated, on the motion of Mr. Sheppard and Mr. Ashforth - carried.

ARISING FROM THE MINUTES:

Mr. Bryden introduced the following motion, "that By-law No. 6 be amended, striking out '30th day of June' and substituting '31st day of May'. The By-law would then read, 'The fiscal year of the Board shall end on the 31st day of May in each year.'" Mr. Bryden stated that this change would enable the accounting department to complete the audit at a time when the staff was not too busy and would ease the burden at the time of registration in the fall. On the motion of Mr. Bryden, seconded by Mr. McGibbon, the motion was approved as stated - carried.

PRESIDENT'S ITEMS:

- Regrets were received from: Mrs. John Bennett, the Rev. Dr. C. A. Lawson, Mr. George Fallis, the Rev. Dr. George Birch, Principal H. N. Frye, Mr. H. J. Sissons and Mr. C. F. Wood.
- A list of gifts received since the last Board meeting, 18th January, 1962 is as follows:

19th April, 1962

G. J. Clarke	1,000.	Emmanuel College Principal's Fund
Miss Elsie Watt	2,100.	Watt Fellowship in Public Worship - \$1,500. Old St. Andrew's Chair in Public Worship - \$600.
The Atkinson Charitable Foundation		
Mrs. K. A. Biggs	5,000.	Victoria College bursaries
	15.	In memory of the late Robert J. Clark
Maudie L. Holden	25.	In memory of the late Robert J. Clark
Mildred E. Hoeselton	50.	In memory of the late Robert J. Clark
Miss Mary E. Millman	10.	In memory of the late Robert J. Clark
Margaret M. Hincks	5.	In memory of the late Robert J. Clark
Hi V. Short	5.	In memory of the late Robert J. Clark
Emmanuel College students (8)	80.	Emmanuel College Choir Fund
Kirk Club, Bloor Street		
United Church	150.	George C. Pidgeon Scholarship
Emmanuel College Students' Society		
Mrs. Jack Toivanen	25.	Emmanuel College Choir Fund
	5.	In memory of the late Robert J. Clark
Dublin Street United Church, Guelph		
Mrs. L. A. Kivell	345.	Emmanuel College Bursary
	100.	Joseph Henry Wells Prize in Old Testament
Dr. A. Dawson Matheson	21.	The Gertrude & Dawson Matheson Prize
Miss L. W. Muirhead	25.	In memory of the late Robert J. Clark
Clarke, Irwin & Co. Ltd.	450.	Clarke, Irwin Scholarship
J. E. Mitchell	25.	E. Wray Mitchell Memorial Scholarship
		\$9,436.

c) Recommended

Mr. F. C. Stokes, M.A., be appointed Bursar, the appointment to become effective July 1, 1962, at a salary of \$12,000. per annum. The office as defined by the By-laws of the Board of Regents, namely, "The Bursar shall be the chief financial officer of the University, responsible to the President. He shall have general supervision of the business administration and accountancy of the University, including all its auxiliary enterprises."

Mr. E. N. Dinsmore, B. Comm., C.A. be appointed Controller of Victoria University, responsible to the Bursar, the appointment to be effective July 1, 1962, at a salary of \$11,500., and the duties of his office to be defined in consultation with the Bursar and President.

Mr. J. E. Scott be appointed Superintendent of Buildings and Grounds at a salary of \$7,500. per annum, effective July 1, 1962.

19th April, 1962

51

Mr. W. C. James on his retirement as Bursar, June 30, 1962, to assume part-time duties as Executive Assistant for the year 1962-63 at a salary of \$6,000. He is to be responsible to the Bursar.

Moved by the President, seconded by Mr. Bryden - carried.

d) and the following academic staff recommendations:

That the announcement made at the last Board meeting be corrected regarding the appointment of Dr. Adair Dale. Dr. Dale's salary should be recorded as \$7,800, and a grant toward moving expenses and not \$7,000.

Professor Wallace McLeod, M.A. from the University of Western Ontario be appointed Assistant Professor in the Department of Classics for the year 1962-63, with a salary of \$7,000, plus a grant toward moving expenses.

Professor Denton Fox from Grinnell College, Iowa, be appointed Assistant Professor in the Department of English for the year 1962-63, with a salary of \$8,500, plus a grant toward moving expenses.

Mr. William Glasco, M.A. be appointed Sessional Lecturer in the Department of English for the year 1962-63, with a salary of \$5,500.

Mr. Noel T. Burland be appointed Instructor in Ethics for the year 1962-63 with a salary of \$4,500.

Professor H. Secor from Vassar College be appointed Assistant Professor in the Department of French for the year 1962-63, with a salary of \$7,500, plus a grant toward moving expenses.

Mr. Paul Houissac be appointed Sessional Lecturer in the Department of French for the year 1962-63, with a salary of \$5,000.

Miss Alta Lind Cook be appointed Special Lecturer for part-time work in the Department of French for the year 1962-63, with a salary of \$5,000.

Mrs. E. W. Jeanes be appointed Oral Instructor and Laboratory Assistant in the Department of French, with added duties for the year 1962-63, and with a salary of \$4,500.

Professor D. G. Nowatt from the University of London, England, be appointed Assistant Professor in the Department of German for the year 1962-63, effective July 1, 1962, with a salary of \$8,500, plus a grant toward moving expenses.

Professor J. A. Surerus be appointed Special Lecturer with part-time duties in the Department of German for the year 1962-63, with a salary of \$6,000.

Mr. Charles Genno, M.A. be appointed Sessional Lecturer in the Department of German for the year 1962-63, with a salary of \$5,500.

Moved by the President, seconded by Mr. Mills - carried.

19th April, 1962

52

Mr. J. K. Estes be appointed Sessional Lecturer in the Department of History at the University of Toronto for the year 1962-63 at a salary of \$6,000, plus a grant toward moving expenses to be paid by Victoria University. He will be a full and regular member of the Department of History and he will also be a member of the teaching staff of Victoria College. Mr. Estes will be cross-appointed by the University of Toronto but Victoria will be responsible for his salary and moving expenses. He will do some teaching in Victoria College as well as in the University of Toronto and should he teach any classes that have no Victoria students enrolled, the University will reimburse the College for time so used.

Moved by the President, seconded by Mr. Bryden - carried.

- e) and the following be granted leave of absence for the summer of 1962, which carries with it a grant of \$1,000, in lieu of the regular annual leave at half salary:

Professor G. W. Field
Professor W. H. Trethewey
Professor C. E. Rathe

- f) and the following granted the regular leave of absence for the year 1962-63 with half salary and regular pension benefits:

Professor J. M. Robson
Professor K. O. Kee

Moved by the President, seconded by Mr. Bryden - carried.

- g) The President moved:

That the Board of Regents provide a gold medal for the Victoria student standing highest in Grade A at the third year examination in the General Course in Science.

Seconded by Mr. Bryden - carried.

That Victoria University share in the program with the Royal Ontario Museum, the University of Toronto, and the other federated colleges to the extent of providing a grant of \$1,000, per year for four years toward the expenses of an archaeological program in the old city of Jerusalem.

Moved by the President, seconded by Mr. Bryden - carried.

The President suggested that an appropriation of \$2,500, from the receipts of the Varsity Fund be made to the Dean of the Faculty of Arts and Science of the University of Toronto to be available for special faculty projects not included in the University budget.

Following a discussion, it was moved by Mr. Mills, seconded by Mr. Arms, that the Board refer this matter to the Finance and Property Committee for study of the ways in which the money from the Varsity Fund might be most profitably spent and then report back to the Board - carried.

1194BC

19th April, 1962

PRINCIPALSHIP OF EMMAUEL COLLEGE:

The President informed the Board of the retirement of Principal K. H. Cousland, to be effective June 30, 1963, and recommended as his successor the Reverend Earl S. Lautenslager, B.A., B.D., U.D., the present minister of St. Andrew's United Church, Sudbury, Ontario and President of Huntington University. The appointment is to become effective July 1, 1963 with a salary of \$15,000, and moving expenses plus the usual allowances accompanying the office. Mr. R. S. Mills, who acted as Chairman of the Board's special committee on the selection of the new Principal for Emmauel College, moved that the President's recommendation be adopted. The motion was seconded by the Rev. F. P. Fidler. Dr. Cousland, in supporting the motion, expressed his gratification at the selection of Dr. Lautenslager, one of his former pupils and an outstanding scholar.

The Chairman then called for a vote on the appointment by the members of the Board elected by the General Council of the United Church, as required by the Victoria University Act, 1951. - carried unanimously.

The Chairman called for a vote on the appointment by the Board as a whole - carried unanimously.

REPORT OF THE RESIDENCES AND SERVICES COMMITTEE: - Mr. Wheler

"Four committee met on Thursday, February 22nd and Thursday, April 12th and begs to report as follows -

- The report of the special sub-committee established to recommend on our future policy regarding admissions for Women's Residence accommodation was received and discussed at some length. After careful consideration of all aspects of this problem, it was agreed to recommend the following policy to this Board for approval.
 - * That all failures be automatically excluded.
 - * That all residents in the metropolitan Toronto area be excluded in the first instance.
 - * That all students whose standing falls below second-class honours be excluded in the first instance and that these regulations apply to new applicants in the first year.
 - * That students with third-class honours be admitted as space permits.

It was also agreed that the Dean of Women in acknowledging applications for the 1962-63 term should indicate the academic standards may determine acceptance for residence.

- The budget for 1962-63 was received and approved subject to the approval of this committee's recommendations with respect to a proposed increase in the residence fees of both men and women to be dealt with later in this report. The budget indicates an anticipated deficit in the operation of the Men's Residences of some \$21,000., a deficit of some \$5,900. in the Women's Residences and a deficit of \$1,650. in the operation of the Students' Union and Coffee Shop. It should be pointed out that these forecasts do not differ significantly with the estimates made for the past year or two, with the exception of the operation of the Women's Residences. In this case, a deficit is being forecast for the first time and this amount is accounted for almost entirely by an anticipated drop in summer revenue, resulting from the cancellation of two large conventions which had made use of our facilities in previous years.

19th April, 1962

Arising out of the discussion of the budget, the suggestion was made that consideration be given to the advisability of consolidating the financial results of the operations of both residences for planning and budgeting purposes. It was felt that by being able to consider the entire residence operation as a whole, rather than as two separate divisions, a more realistic picture would be presented as a basis for determining the respective fee structures and the setting up of reserve funds for necessary renovations and improvements. For accounting and administrative control purposes it was felt the operations of the Men's and Women's Residences should be continued to be recorded separately. It was agreed that the Chairman, with the assistance of Mr. Dinmore, would approach the Treasurer of the Board to discuss this proposal and seek authorization to make this effective from June 1st, 1962. It was also felt that consideration should be given to such a consolidation for amounts which have accumulated up to May 31st, 1962.

- In considering the residence rates for the academic year 1962-63 to be recommended to this Board for approval, there were three factors of significance -

- The chronic deficit in the operation of the Men's Residences.
- The maintenance of a proper differential between the men's rates and the women's rates.
- The level of Victoria's rates for men and women relative to those of other Colleges on the campus.

It is understood by this committee that both University College and Trinity College expect to increase their residence rates by \$10.00 per student for next year. In view of this fact, and considering our own deficit position, this committee recommends an increase of \$25.00 per student for next year for both the men's and women's residences.

- The question of appropriations for renovation was discussed and it was agreed that the Chairman would appoint a sub-committee to review these various requests in detail and make a recommendation to the committee for consideration at the next regular meeting.
- The report of the special sub-committee established to consider the rules and regulations in respect to our Men's Residences was received and approved. It is the feeling of this committee that the Caput system of discipline, presently in operation, should be maintained. It is also the opinion of this committee that the rules and regulations governing the conduct and behaviour of the students in the residences should be flexible enough to meet the requirements of a changing society as well as the standards of conduct considered appropriate to Victoria College. This committee, therefore, recommends that the administration of this area of residence life be directly under the supervision of the Senior Tutor and that the specific limits to be observed be left to the discretion of the President, Principal and Senior Tutor.
- The Dean of Women reported that \$9,800. of the \$10,000. appropriated for the purchase of sculpture and paintings for the Margaret Addison Hall has been spent. The details of these purchases are attached to this report.
- A progress report on the summer business was submitted by Mr. Stokes indicating an impressive list of advanced bookings. The committee approved the same summer rates as were in effect last year, with the exception of the

19th April, 1962

transient rate which was increased for a single room from \$2.00 to \$4.00, and for a double room from \$1.50 to \$3.00 per night.

All of which is respectfully submitted this 19th day of April, 1962.*

"W. J. Wheeler"
Chairman

The acceptance of the report was moved by Mr. Wheeler, seconded by Mrs. Wilson - carried.

REPORT ON BLOOR STREET PROPERTIES:

Mr. Ralph Mills reported that the construction of Britannica House was three weeks ahead of schedule and that the owners were expecting to occupy the premises before the end of the year. The lessee of the property 131 Bloor Street West Limited had found it essential to obtain further University land in order to carry out the construction program on the easterly three-quarters of our Bloor Street frontage, and recently an easement had been arranged covering approximately 45 feet across the north end of the playing field, to be used for construction purposes. The terms of the agreement provide for a rental of \$500. per month for this property for the first twelve months of construction, and \$1,000. per month for each month thereafter until the construction is completed. Furthermore, Victoria was able to impose certain restrictions upon the extent of night-time construction to be permitted.

NOTICE OF BOARD ELECTION:

The President announced that the quadrennial elections of Alumni representatives on the Board of Regents would be held this year. The following schedule would be followed:

*1. The following representatives are to be elected:

- a) Eight members of the Board of Regents by the graduates in Arts, Medicine, Science and Law of Victoria University.
- b) Five members of the Board of Regents by the alumni of Emmanuel College.
- c) Ten members of the Senate by the graduates in Arts, Medicine, Science and Law of Victoria University.
- d) Six members of the Senate by the alumni of Emmanuel College.

2. Nominations must be submitted in a letter addressed to the Registrar and signed by five graduates or alumni. The present address and occupation of the nominee should be given.
3. Ballot papers will contain the name, year, present address, and occupation of each candidate, and must be signed by the balloter, who will give his year of graduation and his address in the space provided.
4. Advertisements calling for nominations will be placed as follows:

April issue of "Victoria Reports" - (to appear not later than last week of April)

Nominations will close 12 May, 5:00 p.m.
Returning officer will obtain consent of nominees by 19 May
Ballots will be mailed 1 June (approx.)
Election will close 23 June, 5 p.m.

19th April, 1962

5. Returning officer will report the results of the election to the President and Vice-Chancellor.*

DATE OF NEXT MEETING:

The Chairman announced that in order to approve the budget for 1962-63 before the end of this fiscal year a Board meeting would be called near the end of May.

OTHER BUSINESS:

The Chairman congratulated the Emmanuel College Student Society upon the successful establishment of the Cowland Lectureship begun this year and thanked the students and Alumni who supported this worthy venture so generously.

The meeting closed at 5:45 p.m.

A. E. Langford
Chairman

Minutes of the Regular Meeting of the Board of Regents
held in Alumni Hall on Tuesday, 29th May, 1962

PRESENT:

Mr. E. E. Langford, Chairman; Mr. J. S. Allen, Mr. J. D. Arup, the Very Rev. Dr. J. S. Arup, Mr. A. C. Ashforth, the Rev. G. E. Ashton, Mrs. J. S. Bennett, Mr. J. T. Bryden, the Hon. F. M. Deas, Principal K. S. Couland, Mr. L. S. Earl, Mr. G. W. Edwards, the Rev. Dr. T. T. Pritchey, the Rev. Dr. P. F. Fidler, the Rev. Dr. W. Pingland, Principal S. S. Frye, Mrs. D. W. Haag, Mrs. C. F. McChesren, Mr. S. S. Mills, President A. S. Moore, Mr. F. A. Wainbrough, Mr. W. L. Wheeler, Mr. C. F. Wood, and Mr. W. C. James, Secretary.

PRAYER:

The meeting opened with a prayer by the Rev. Dr. W. Pingland.

RESOLUTION:

The following Resolution was moved by Mr. J. T. Bryden, seconded by Mr. K. S. Mills and unanimously approved:

"On the occasion of the retirement of Mr. Wilfred C. James from the Bursarship of Victoria University, the Board of Regents takes the opportunity to place on record its deep appreciation of his outstanding services. Few people have been more intimately related to the life of the University or more wholeheartedly concerned for its welfare than has Mr. James. His affection for Victoria was undoubtedly kindled in a home where the College was both revered and loved. His own graduation took place in 1916 and ever thereafter he has never been far removed from campus activities except during those years when he was on overseas service in World War I.

Mr. James became a member of the Board of Regents in 1934 where his energetic leadership was recognized by his election in 1944 as Chairman. When the office of Bursar became vacant in 1951 through the death of Mr. William J. Little, the Board turned to its own Chairman to fill the vacancy. He brought to his new office the wisdom and skill gained in a wide and varied professional experience which enabled him quickly to master the many duties belonging to the chief financial officer of an academic institution.

From the time of his appointment to the present, the Bursar's service has been characterized by inexhaustible energy, unflinching wisdom and a creative imagination. He has not only maintained a competent command of Victoria's financial affairs but he has given invaluable leadership in many related areas. The years of Mr. James' tenure of office have coincided with a period of rapid expansion of the University which involved the erection of new buildings, the acquisition and renovation of old ones, the development of new financial resources and a multitude of other problems. He served on building committees where his counsel was always helpful and he provided administrative direction which insured a job well done. He was one of those responsible for launching and maintaining the Living Endowment and it is not surprising to discover that he is now active in the Variety Fund. The growing student body took its financial problems to his office and there received kindly and helpful attention. Not only have Burwash Hall and the Men's Residences operated efficiently under his leadership but extensive renovation and refurbishing programmes have been carried out. As Secretary of the Board, Mr. James has recorded faithfully the actions of that body and all its committees while his work as editor of "Victoria Reports" has contributed immeasurably to the University's public relations. In spite of these many and difficult duties, he has always found time for warm friendship with his colleagues.

As the date of Mr. James' retirement approaches, a grateful Board and University say "Thank You" to him for his services so conscientiously and competently rendered and for the unselfish giving of himself to his Alma Mater. It is a delight to know that Victoria will continue to have the benefit of his services as he assumes the duties of Executive Assistant."

29th May, 1962

MINUTES:

The Minutes of the meeting of 19th April, 1962 were approved.

COMMUNICATIONS: - the Secretary

- Regrets from Dr. J. F. Dewey, Mrs. J. R. Wilson in England, Mr. G. H. Sheppard in Europe, the Rev. Dr. V. T. Mooney III, the Rev. Dr. E. W. Vaughan in the West, and Mr. R. F. Chisholm in Vancouver attending the graduation of his daughter in Medicine at the University of British Columbia.
- Report from the National Fund covering 42nd distribution, amounting to \$24,525., making a total to date received by Victoria of \$1,079,100.
- Report from the Registrar advising that the Frederic Sevton Gibbons Starr Memorial Graduate Scholarship has been awarded to Dr. Bernard Langer.
- Letter from His Honour, the Lieutenant-Governor, advising that our request that the two new medals for the General Course in Science be named "The Prince Philip Gold Medal" and "The Prince Philip Silver Medal", has been forwarded to the Secretary of State for transfer to His Royal Highness, the Duke of Edinburgh.
- Report that the bequest of \$11,698.45 from the Frederick J. Mulholland Estate had been received and that the award was to be made "for the assistance of meritorious and needy students in the discretion of the Board and Senate, with preference for students preparing for the Ministry". Referred to Senate to fix terms of award.

PRESIDENT'S ITEMS:

1. Appointments

- Professor John Macpherson to be full Professor;
 - that Assistant Professor F. E. Sparshott become Associate Professor;
 - that Associate Professor C. C. Love become full Professor;
 - that Mr. R. H. Parquharson, formerly Lecturer, be Assistant Professor in the Department of German. This is a permanent appointment;
 - Mr. C. Genoa appointed Seasonal Lecturer in the Department of German for 1962-63;
 - Professor J. A. Sauerus to be Professor Emeritus;
 - Professor R. K. Arnold to be Chairman, Department of German;
 - Professor K. Coburn granted leave of absence for one year without salary.
- That Professor K. J. Joblin be the professor on loan to overseas colleges for the academic year 1962-63 and that he be loaned to Chung Chi College, Hong Kong.
 - Reported honorary degrees conferred on Principal Frye by Mount Allison University and by Queen's University, an honorary degree to Professor John Macpherson from United Theological College, Montreal, and an honorary degree to Rev. Professor Orser Boyce from Queen's University.
 - Gifts received since the last meeting of the Board:

From Emmanuel College students for Couland Lectureship	150.00
Victoria College Alumnae for Addison Memorial	100.00
Protestant Women's Federation Prize in Emmanuel College	50.00
Dr. & D. Hatheson for The Gertrude and Dawson Hatheson Prize (esp.)	100.00
William H. Gilroy	10.00
	<u>\$410.00</u>

5. Authorised to write expressing thanks and appreciation to those who were not re-elected as members of the Board - Mrs. J. S. Bennett, Rev. Dr. Pingland, Rev. Dr. Faichney and Mrs. Burns Flewss.
6. That the following, on the recommendation of the Senior Tutor, be confirmed as Dons in the Men's Residences for 1962-63:

Re-appointments:

W. Adair Dale in North House
Guy Arnold in Middle House

New Appointments:

Anthony Charlton in Gate House
Peter V. Bishop in South House
James M. Estes in Belles House
Basson W. Pearl in Cervea House.

7. Board Election - Nominations received did not exceed the number of places to be filled and therefore the Registrar reports the following elected by acclamation:

1) by the graduates of Victoria College -

Dr. Jean Platt Dewey
Mrs. George Dickie (Dorothy Leavens)
George William Edmonds
George Arthur Fallis
Donald Walker McDiibon
Frederick Arthur Mansbrough
Mrs. J. N. M. Wilson (Lois Girvan)
Mrs. Roy Wood (Marjorie Beer)

2) by the graduates and alumni of Emmanuel College -

Rev. G. Everitt Ashton
Rev. Dr. W. Frank Banister
Rev. Dr. George W. Birch
Rev. Dr. Frank F. Fidler
Rev. George M. Morrison.

8. Requested Principal Frye to report on the recent gift of a painting, whereupon Principal Frye reported that Mr. Bob Jackson had recently presented one of his own works to him for Victoria College in appreciation of our co-operation with him during recent months. No decision had yet been reached as to where the painting would hang.

REPORTSRESIDENCES AND SERVICES COMMITTEE:

Mr. W. L. Wheeler, Chairman, presented and read the following Report:

"Due to the relatively short interval between the last Board meeting and this one, and the pressure of other committee work during this period, it was not possible for the Residences and Services Committee to schedule a regular meeting to review and approve the appropriations for renovations as stated in the Minutes of the Board meeting of April 22nd.

However, a Sub-Committee, consisting of President Moore, Mr. James, Mrs. Beag, Mr. Edmonds, Mr. Stokes and myself did meet on Thursday, May 17th, to consider these detailed proposals and this Sub-Committee wishes to recommend the following to this Board for approval.

- (1) With respect to the Women's Residences and Services, there is a reserve fund in the amount of \$61,000. to be used for capital expenditures and long-range improvements. Of this amount we are recommending expenditures in the amount of \$11,145 for this year. In addition, in the current operating budgets there is an accrual in the amount of \$16,100. for day to day repairs and maintenance, and of this, expenditures of \$2,125, are being made at this time. Details of these expenditures are attached to this report.
- (2) With respect to the Men's Residences and Services, as you are aware, there is no such reserve as exists in the Women's accounts to be used for long-term renovations and improvements. In recent years it has been customary to request of the Treasurer a transfer from university funds to take care of necessary expenditures of this nature. Last year an amount of \$25,000. was requested and approved, of which \$5,000. was spent. There remains \$20,000., which is currently being expended on two major projects approved last year:

- (a) The alterations to common room and bedrooms in South House - estimated cost \$10,000.
- (b) The improvement of staff washrooms and locker rooms, and the provision of washroom facilities for female guests in Bursesh Hall. The estimated cost of this is also \$10,000.

In addition, there are several other projects of a more minor nature which, it is felt, should be undertaken this year, amounting in total to \$14,000. This amount was requested of the Treasurer and the Budget Committee on May 19th and an amount of \$25,000. was approved. This Committee recommends that approximately \$15,000. of this be spent this year on the detailed projects attached to this report.

In the current operating budgets there is approximately \$12,000. provided for current repairs and maintenance. Of this approximately \$2,700. is being spent at this time, and \$2,200. will be added to the furniture and asset account.

- (3) Finally, at the last Board meeting it was suggested that consideration be given to consolidating the operations of Men's and Women's Residences for planning and budgeting purposes, including the reserve account accumulations up to May 31st, 1962.

Your Chairman has reviewed this proposal with the Treasurer, Mr. Brydson, and approval has been granted to proceed on this basis effective June 1st, 1962.

All of which is respectfully submitted.

"W. L. Wheeler"

Chairman

Mr. Wheeler moved adoption of the Report, seconded by Mr. Deacon - carried.

THE LIVING ENDOWMENT AND VARSITY FUND:

Mr. L. Nelson Earl reported that the Annual Report for 1961 was now in the mail to all Victoria and Emmanuel graduates, that the amount received for 1961 was \$29,011.94 (compared with just over \$19,000.00 in 1960), the highest in our nine years of operation, that this was largely due to the telephone appeal in the late spring in which about 100 alumni from all years participated. The telephone appeal was organised by the Varsity Fund. The most striking fact during 1961 was that 522 graduates contributed for the first time. Report received.

29th May, 1962

61

FINANCE AND PROPERTY COMMITTEE:

Mr. J. T. Bryden, Chairman, presented and read the following Report:

1. On behalf of our Investment Sub-Committee I report the following sales and purchases:

Purchases - Bonds and Debentures

Mar. 15/62	\$250,000.	Province of Ontario, 5½%, due 15th March, 1962, cost at 99 1/8	\$247,812.50
June 15/62	\$ 25,000.	Ontario Hydro Electric, 5%, due 15th June, 1962, cost at 98 3/4	24,687.50

Sales - Bonds and Debentures

Mar. 15/62	\$250,000.	Province of Ontario, 5%, due 15th April, 1965, for 96 1/8 (net loss on realisation \$6,562.50)	\$240,312.50
------------	------------	---	--------------

Temporary Investment of Surplus Current Funds

Mar. 30/62	\$100,000.	National Trust Deposit Receipt for 31 days, with interest at 3½% (redemmed at maturity)	
------------	------------	---	--

Your Committee has extended the power of the Chairman of the Sub-Committee whereby on his sole authority he may invest temporary surplus funds for periods of 30 to 90 days with major Trust Companies or in Treasury notes.

2. On behalf of the Property Sub-Committee I report approval of special appropriations of \$11,700, covering sodding of Playing Field, rebuilding iron fence south of Playing Field and north of tennis courts, paving certain driveways, repairs to towers of Main Buildings, completing text painting at Emmanuel College, purchase of a piano for Emmanuel College and Lecture Hall and some interior decorating in both Victoria College and Emmanuel College, and redevelopment of service entrance and surrounding area of Burwash Hall.
3. On behalf of the Budget Sub-Committee I submit the budget for 1962-63 as approved yesterday by our Committee, and which is attached as schedule to these Minutes.

Some discussion arose over the wording of the item in the budget relating to the disposition of the Varsity Fund as set out in Statement 8, which resulted in Mr. Bryden moving, seconded by Mr. Wansborough, that the wording "Dean of Arts for Lectureships and Research" be amended to read "Lectureships and Research in the Faculty of Arts and Science"; the budget as amended, including all salaries for Victoria College staff and Emmanuel College staff and Administration salaries, be approved, as well as wages for Plant Maintenance.

On the motion being put the budget as amended was unanimously approved.

Mr. Bryden then read the new Banking Resolution, effective as from 1st July, 1962, which being seconded by Mr. Wansborough was approved as follows:

4. Banking Resolution

It is resolved that any two of the President, Registrar, Bursar, Controller and Executive Assistant, or any one of them together with one of the Fees Clerk and Assistant Fees Clerk be hereby authorized for and in the name of Victoria University to sign all cheques and transact other ordinary banking business respecting all banking accounts at the National Trust Company, Chartered Trust Company and the Canadian Imperial Bank of Commerce, with the exception of the payroll bank account, and any one of the above are hereby authorized to receive delivery of cancelled cheques and bank statements, to sign any of the forms required by the bank for that purpose and to make deposits in all bank accounts of Victoria University.

29th May, 1962

62

It is resolved that any one of the President, Bursar, Controller and Fees Clerk be hereby authorized for and in the name of Victoria University to sign all cheques and transact other ordinary banking business with respect to the payroll bank account.

The above resolution is effective as of July 1st, 1962 and authorization is hereby given for the execution of such documents as the banks require to give effect to such resolution as of that date.

Mr. Bryden then reported that the Federal Grant for 1962 had been received and would be available for our 1962-63 operations. The amount retained by Victoria University is \$250,956.45, made up as follows:

5. Total Grant less fees to Canadian Universities Foundation and adjustments for previous year		\$572,541.82
Enrolment - Victoria College	1,846.	
Emmanuel College	126.	
Total	1,972.	
Share per student	\$ 290.1156	
Emmanuel College share	\$ 36,581.19	
Victoria College share	\$35,960.61	\$72,541.82
Less allocation to University of Toronto (60% of Victoria College share)		321,576.17
Retained by Victoria University		\$250,956.45

This Report was received. The Chairman then expressed his thanks and that of the Board to Mr. Bryden and the members of his committee.

AMENDMENT TO BY-LAW NO. 1, SECTIONS (1) and (2):

The Chairman read the notice pursuant to By-law No. VIII amending By-law No. 1, sections (1) and (2), changing the date of the Annual Meeting to the third Thursday in October of each year and providing for regular meetings of the Board on the third Thursday in January and March and on the fourth Thursday in May of each year. Mrs. Bagg drew attention to the fact that the fourth Thursday in May might quite easily conflict with the Convocation of the University of Toronto, whereupon Mr. Bryden moved, seconded by Mrs. Bagg, that the notice be amended to read the last Tuesday in May in place of the fourth Thursday in May, whereupon on calling for a vote the amended resolution was approved unanimously, and therefore By-law No. 1, sections (1) and (2) now read:

- "(1) The Annual Meeting of the Board shall be held on the third Thursday in October of each year.
- (2) Regular meetings of the Board shall be held on the third Thursday in January and March and on the last Tuesday of May in each year."

There being no further business, the meeting adjourned at 5:00 p.m. with the request to those present to attend a reception in the Main Ball in honour of Mr. James, who retires as Secretary of the Board as of the end of this month.

V. T. Mooney
Vice-Chairman

VICTORIA UNIVERSITY

42A

SALARIES, RETIRING ALLOWANCES AND PENSIONS, JULY 1, 1962 TO JUNE 30, 1963

ADMINISTRATIVE STAFF

Moore, A.B.B.	\$ 19,000
Stokes, F.C.	12,000
Dunsmore, K.M.	11,500
James, W.C.	6,000
Scott, J.B.	7,500

VICTORIA COLLEGE STAFF

Frye, H.N.	17,000
Irvine, J.A.	14,000
Trethewey, W.H.	14,000
MacLean, K.	14,000
Arnold, R.K.	13,500
Wood, J.S.	13,400
Coburn, Miss K.	on leave
Hare, F.A.	13,300
Robson, D.O.	13,200
Joblin, K.J.	13,200
Riese, Miss L.	12,700
Macpherson, Jessie	12,700
MacLure, M.	12,400
Macpherson, John	12,000
Love, C.C.	12,000
Jeaning, Miss R.I.	10,200
Keyes, G.L.	10,000
Grant, J.R.	10,000
Field, G.W.	10,000
Ross, A.C.M.	10,000
de Montmolin, D.P.	9,700
Clarke, E.G.	9,400
Hoemiger, F.D.	9,400
Sparshott, F.E.	9,000
Mowatt, D.G.	8,500
Robson, J.M.	4,150(half sal.)
Jeanes, R.W.	8,200
Knight, D.J.	8,100
Boyle, G.A.	8,100
Kee, K.O.	4,050(half sal.)
Rathe, C.E.	8,000
Buttenhuys, P.	7,800
Dale, W.A.	7,800
Spruit, P.	7,800
McCready, W.T.	7,700
Farquharson, R.H.	7,000
Thompson, K.R.	6,800
Macpherson, Miss Jay	6,600
Ricketts, P.	6,300

EMMANUEL COLLEGE STAFF

Cousland, K.H.	16,500
Fennell, W.O.	13,200
Guthrie, J.R.	13,000
Dobbie, R.O.	13,000
Kelly, W.M.	13,000
Blackman, E.C.	13,000
McMullen, C.A.	12,000
Jay, C.D.	10,000
Boyce, G.W.	8,400
Osborne, R.E.	7,400
Reynolds, A.G. (Archivist)	2,200

Greene, D.J.	\$ 10,500
Fox, D.	8,500
Secor, H.	7,500
McLeod, W.E.	7,000
Sururus, J.A.	6,000
Rathe, Mrs. C.E.	6,000
Estes, J.M.	6,000
Bouissac, P.	5,500
Geano, G.N.	5,500
Glasco, W.	5,500
Revell, E.J.	5,500
Brine, Miss M.	5,000
Braswell, Mrs. L.	5,000
Cook, Miss A.L.	5,000
Burland, N.T.	4,500
Jeanes, Mrs. R.W.	4,500
Parker, Mrs. D.	2,800
Sarrafth, Miss H.	2,600
Kora, Mrs. M.	2,500
Organ, Miss P.	2,500
LeGall, Mrs. J.	2,000

Fellows in English	8,800
Fellows in French	3,750
Fellows in German	1,250
Fellows in Spanish	3,750

EMMANUEL COLLEGE SESSIONAL APPOINTMENTS

Gamble, Miss E.	1,200
McLachlin, A.	600
Miscellaneous	500

SECRETARIAL STAFF

Blewett, Miss C.M.	5,000
Fife, Miss F.O.	5,000
Trott, Miss D.C.	4,800
Ross, Miss J.E.	4,300
Wassilak, Miss R.A.	4,250
Haigh, Mrs. J.D.	4,250
Hassard, Mrs. R.	4,150
Harper, Mrs. H.	3,950
Morrison, Miss M.E.	3,850
Andrew, Miss E.M.	3,800
Leetjerv, Miss I.	3,640
Brinkman, Mrs. B.H.H.	900
Flynn, Mrs. F.E. (3 months)	3,800
Bath, Mrs. M.	3,600
Mordike, Miss C.	3,500
Ward, Miss J.E.	3,300
Bodfield, Mrs. E.	1,800
Thomson, Mrs. M.A.	1,660
New Staff & Registrar's Office	2,770
Temporary	2,500

APPROVED *A.B.B. Moore*
PRESIDENT.

SALARIES, RETIRING ALLOWANCES AND PENSIONS, JULY 1 1962 TO JUNE 30, 1963 continued.

LIBRARY

Ray, Miss M.V.	\$ 8,500
Cannon, Miss V.R.	5,800
Honey, Miss M.E.	5,800
Smith, Mrs. E.M.	5,700
Sudmalis, Mrs. A.	5,200
Keir, Miss V.J.	5,000
Lukas, Mrs. I.	4,900
Start, Miss M.	4,900
Colas, Mrs. S.C.	4,900
Claves, Miss E.	4,100
Fisher, Mrs. D.C.	3,900
Reid, Miss M.R.	3,600
Joblin, Mrs. K.J.	3,413.34
(10 months)	
Boshan, Mrs. E.	3,300
Bourne, Mrs. G.	2,500
Reynolds, A.G. (Archivist)	2,400
Williams, Miss M.	2,400
Temporary Staff	10,700

RETIRING ALLOWANCES

Bain, Miss Edith	\$ 540
Bennett, H.	705
Burg, L.	560
Ellis, Miss J.	480
Falconbridge, Miss D.	720
Fearon, J.	540
Francey, Mrs. W.	360
Guthrie, Miss H.	600
Halley, Mrs. M.	360
Harbour, R.	240
Haworth, W.	840
Jones, Mrs. E.	540
Lawson, J.S.	853
Lime, J.	1,475
Lowes, Miss M.	540
Lyon, J.	1,000
Macintosh, Miss A.	840
Mitchell, Miss J.	420
Moffatt, G.	240
Paul, Mrs. L.H.	360
Shaw, Mrs. M.	400
Snedden, R.W.	1,020
Staples, W.E.	975
Williams, Mrs. E.	216
Taylor, A.	1,160
Wallo, W.	1,100
Whitebread, P.H.	900

BUILDINGS AND GROUNDS

Chisholm, G.	5,450
Apon, D.	5,200
Macintosh, W.	5,050
Pearson, A.	5,000
Fleming, R.	4,000
Pascoe, A.	4,400
Herbert R.	3,800
Ewood, J.	3,600
Walker, D.	3,400
Pallottino, N.	3,200
Trotti, G.	3,200
James, S.W.	3,100
Peters, L.	3,000
Reid, G.	3,000
Riccardi, V.	3,000
Lowden, G.W.	2,900
Simonetti, S.	2,860
Herbert, Mrs. U.	2,750
Skrastina, Mrs. M.	2,700
Brown, N.	2,000
Komar, Mrs. M.	2,500
Marso, Mrs. T.	2,500
Tedd, Mrs. N.	1,950
Smith, Mrs. F.	1,350
Miscellaneous	3,000

PENSIONS

Auger, Mrs. L.P.	1,055.34
deBeaumont, Mrs. V.	1,341.54
Cook, Miss A.L.	2,400.00
Davidson, Mrs. E.	1,400.00
DeWitt, Mrs. K.L.	1,400.00
Dow, J.	2,400.00
Edgar, Mrs. P.	643.95
Gandier, Mrs. A.	1,197.09
Johnston, A.J.	2,042.76
Lane, Mrs. M.D.	1,400.00
Langford, F.W.	2,400.00
Lassere, Mrs. M.	1,650.72
Little, Mrs. W.J.	1,065.12
Matheson, A.D.	1,800.00
Micalan, Mrs. H.	1,400.00
Pratt, E.J.	2,400.00
Robertson, M.G.	2,400.00
Robins, Mrs. J.D.	1,143.33
Sissons, C.B.	2,400.00
Sururus, J.A.	2,400.00

APPROVED

A.B.B. Moore
PRESIDENT.

May 29, 1962 12B

VICTORIA UNIVERSITY
ESTIMATED OPERATING INCOME, EXPENDITURES AND APPROPRIATIONS
1962-63

	Actual 1960-61	Budget 1961-62 12 Months	Budget 1961-62 11 Months	Actual 1961-62 (Ret 2 Mos)	Budget Estimates 1962-63
Statement 1 - INCOME					
STUDENT ACADEMIC FEES					
Tuition fees received	582,471.	601,000.	601,000.	592,400.	699,000.
Retained enrolment 1961-62 - 1730 1962-63 - 2000, Actual 1950)					
GRANTS & GIFTS FOR GEN. OPER. PURPOSES (unrestricted)					
Varsity Fund	20,820.	20,000.	16,000.	23,500.	23,500.
Board of Colleges & Secondary Schools	37,300.	40,000.	40,000.	40,000.	42,000.
Other	5,751.	2,000.	2,000.	1,630.	1,000.
	<u>64,871.</u>	<u>62,000.</u>	<u>58,000.</u>	<u>65,130.</u>	<u>66,500.</u>
GRANTS & GIFTS FOR SPEC. OPER. PURPOSES (restricted)					
Chas. H. Andrew's Chair in Public Worship	300.	600.	600.	600.	1,000.
Lillian Massey Public Estate Fund for training young men for Christian Ministry	2,700.	2,700.	2,700.	3,100.	3,100.
	<u>3,000.</u>	<u>3,300.</u>	<u>3,300.</u>	<u>3,700.</u>	<u>4,100.</u>
RECEIPTS FROM SERVICES TO OUTSIDE ORGANIZATIONS					
The United Church Training School	6,000.	6,000.	6,000.	6,000.	6,000.
Univ. of Toronto School of Grad. Studies	19,200.	19,200.	19,200.	19,200.	19,200.
	<u>25,200.</u>	<u>25,200.</u>	<u>25,200.</u>	<u>25,200.</u>	<u>25,200.</u>
MISCELLANEOUS					
Bank interest & interest on deposit receipts	7,672.	5,000.	5,000.	1,750.	1,000.
Parking lot	1,711.	1,500.	1,500.	2,040.	2,000.
Other	11.	-	-	26.	-
	<u>9,394.</u>	<u>6,500.</u>	<u>6,500.</u>	<u>3,816.</u>	<u>3,000.</u>
ESTIMATED INCOME					
From bonds and stocks	274,101.	275,000.	261,000.	(1)213,400.	287,000.
From outside trusts	25,647.	14,000.	11,350.	24,400.	25,000.
Mortgage interest	66.	-	-	240.	-
From property investments	8,156.	5,000.	3,750.	3,350.	3,000.
From loans to plant funds	2,775.	-	-	1,900.	2,000.
	<u>310,745.</u>	<u>294,000.</u>	<u>276,100.</u>	<u>243,990.</u>	<u>317,000.</u>
Less income not used for Univ. operations but transferred to special funds for special trusts, scholarships, etc.	46,051.	40,000.	40,000.	49,900.	51,000.
	<u>264,694.</u>	<u>254,000.</u>	<u>236,100.</u>	<u>194,090.</u>	<u>266,000.</u>
FEDERAL GOVERNMENT GRANT FOR GENERAL OPERATING PURPOSES					
Portion retained	240,677.	247,491.	246,034.	246,034.	250,265.
TOTAL INCOME (Gen. & Educational)	<u>1,189,311.</u>	<u>1,199,491.</u>	<u>1,176,134.</u>	<u>1,195,730.</u>	<u>1,314,765.</u>

Income from bonds has been reduced to remove the amount accumulated in the asset account for "accrued income on bonds" amounting to \$57,802.

VICTORIA UNIVERSITY
ESTIMATED OPERATING INCOME, EXPENDITURES AND APPROPRIATIONS
1962-63

	Actual 1960-61	Budget 1961-62 12 Months	Budget 1961-62 11 Months	Actual 1961-62 (Ret 2 Mos)	Budget Estimates 1962-63
Statement 2 - EXPENDITURES					
ACADEMIC					
Victoria College salaries	396,300.	442,750.	405,956.	399,300.	490,000.
Bannessi College salaries	110,250.	123,700.	113,400.	110,175.	126,500.
Staff leave and travel fund	5,000.	5,000.	5,000.	5,000.	10,000.
General expenses (statement 3)	9,693.	13,800.	13,592.	14,950.	15,800.
Libraries (statement 7)	61,469.	86,359.	81,322.	84,810.	100,000.
	<u>582,722.</u>	<u>671,609.</u>	<u>619,270.</u>	<u>614,235.</u>	<u>767,300.</u>
ADMINISTRATION					
Salaries	113,660.	129,000.	118,270.	117,000.	132,000.
Bank charges and exchange	175.	400.	400.	200.	200.
Mortgage interest	169.	638.	638.	618.	600.
National Trust Co. Ltd. - for services	3,010.	3,030.	3,030.	3,060.	3,060.
Sundry grants	275.	500.	500.	500.	500.
General expenses (statement 4)	19,902.	25,400.	24,715.	18,930.	21,200.
	<u>137,194.</u>	<u>158,968.</u>	<u>147,553.</u>	<u>140,708.</u>	<u>156,960.</u>
PLANT MAINTENANCE					
Operating expense (statement 5)	116,217.	153,495.	144,325.	135,720.	161,800.
MISCELLANEOUS					
Legal expense	-	300.	300.	340.	400.
Auditor's fees	1,500.	1,500.	1,500.	1,500.	1,500.
Appropriation to Royal Ont. Museum	-	-	-	-	4,000.
Group insurance retiring allowance & provision for pension funds (stat. 6)	65,267.	85,600.	80,950.	68,760.	79,460.
Professors on loan to overseas colleges	-	10,000.	10,000.	10,000.	10,000.
Chapel expense	1,400.	2,000.	2,000.	2,000.	2,000.
Disposition of Varsity Fund (stat. 8)	1,911.	2,000.	2,000.	2,000.	23,500.
Tuition fees allowed to scholarship winners	20,641.	23,600.	23,600.	21,262.	23,600.
Appropriation for bursaries, etc.	5,000.	5,000.	5,000.	5,000.	5,000.
Appropriation for student loans	-	-	-	5,000.	5,000.
	<u>95,719.</u>	<u>130,000.</u>	<u>124,450.</u>	<u>119,862.</u>	<u>145,460.</u>
EXTRAORDINARY OPERATING EXPENSES AND APPROPRIATIONS					
Renovation of buildings & equipment	-	-	-	-	-
General	65,000.	60,000.	60,000.	60,000.	75,000.
Residences	25,000.	-	-	25,000.	-
Landscaping (re New Library)	39,710.	-	-	6,005.	-
Appropriation to contingency reserve for light and heat	-	-	-	-	-
Moving to New Library	-	5,000.	5,000.	5,000.	-
Appropriations to Plant Funds	95,000.	25,000.	25,000.	75,000.	25,000.
Appropriations to Men's Residence operations	25,000.	-	-	-	-
Opening of New Library	-	-	-	3,601.	-
Other extraordinary expenses	5,801.	3,500.	3,500.	1,800.	2,000.
	<u>255,511.</u>	<u>94,500.</u>	<u>91,500.</u>	<u>150,076.</u>	<u>107,000.</u>
TOTAL EXPENDITURES & APPROPRIATIONS	<u>1,189,383.</u>	<u>1,209,622.</u>	<u>1,129,066.</u>	<u>1,190,711.</u>	<u>1,314,660.</u>
Surplus (+) or deficit (-)	-72.	-10,131.	-47,178.	-4,979.	-1,185.
	<u>1,189,311.</u>	<u>1,199,491.</u>	<u>1,176,134.</u>	<u>1,195,732.</u>	<u>1,313,475.</u>

VICTORIA UNIVERSITY
ESTIMATED OPERATING INCOME, EXPENDITURES AND APPROPRIATIONS
1962-63

	Actual 1960-61	Budget 1961-62 12 Months	Budget 1961-62 11 Months	Actual 1961-62 (Est 2 Mo)	Budget Estimates 1962-63
Statement 3					
GENERAL EXPENSES - ACADEMIC					
Stationery & office supplies	1,519.	1,800.	1,800.	1,300.	1,800.
Travelling	831.	1,500.	1,375.	700.	1,500.
Moving, etc., re new staff	1,226.	4,500.	1,500.	1,600.	2,500.
Expense of Principals' offices	900.	900.	900.	900.	1,200.
Convocation & graduation expense	568.	1,000.	1,000.	1,250.	1,300.
Calendar & Bulletin expense	11,096.	4,200.	4,200.	3,500.	3,500.
Language Laboratory	1,200.	1,200.	1,200.	1,200.	2,000.
Functions	937.	1,000.	917.	3,200.	3,500.
Other	766.	700.	700.	1,800.	1,500.
	<u>27,921.</u>	<u>31,800.</u>	<u>31,592.</u>	<u>14,950.</u>	<u>18,500.</u>
Statement 4					
GENERAL EXPENSES - ADMINISTRATION					
Advertising	3,525.	3,700.	3,392.	1,050.	1,800.
Stationery & office supplies	2,999.	4,500.	4,272.	3,100.	3,500.
Postage	1,187.	1,600.	1,600.	1,550.	1,700.
Travelling	250.	1,000.	917.	350.	1,000.
Expense of President's office	1,600.	1,600.	1,600.	1,600.	1,600.
Functions	3,403.	5,000.	5,000.	3,600.	4,000.
Public Relations - "Victoria Reports"	4,690.	5,100.	5,100.	5,000.	5,100.
Insurance other than property	1,321.	1,500.	1,500.	1,500.	1,500.
Graduate records & Alumni expense	805.	800.	734.	700.	1,000.
Other	19,302.	25,000.	24,715.	18,930.	21,500.
Statement 5					
PLANT MAINTENANCE					
Wages	60,680.	76,595.	70,212.	66,900.	85,400.
Light and heat	18,364.	24,500.	24,500.	24,450.	25,000.
Water	706.	1,800.	1,800.	1,260.	1,500.
Telephone	5,420.	7,500.	7,425.	9,210.	9,500.
Furniture, furnishings & equipment	2,005.	4,350.	3,958.	2,100.	3,500.
Repairs & renewals	14,954.	15,800.	17,890.	13,800.	15,500.
Insurance - property	3,560.	4,500.	4,500.	5,000.	5,000.
Cleaning expense and supplies	2,340.	3,500.	3,209.	2,860.	3,500.
Grounds	5,975.	9,950.	9,029.	7,450.	9,000.
Athletic facilities	1,912.	2,800.	2,292.	2,760.	3,000.
	<u>116,217.</u>	<u>157,592.</u>	<u>144,258.</u>	<u>137,790.</u>	<u>161,200.</u>
Statement 6					
GROUP INSURANCE, RETIRING ALLOWANCES PROVISION FOR PENSION FUNDS					
Group Insurance	1,223.	1,400.	1,283.	1,250.	1,500.
Payments re staff contributory pension plans	29,017.	49,400.	44,367.	31,500.	41,000.
Retiring allowances	15,039.	16,700.	15,308.	16,750.	15,000.
Superannuation & Widows' Pension Fund	19,458.	19,100.	19,100.	19,260.	18,960.
	<u>65,737.</u>	<u>106,600.</u>	<u>99,758.</u>	<u>68,760.</u>	<u>76,460.</u>

VICTORIA UNIVERSITY
ESTIMATED OPERATING INCOME, EXPENDITURES AND APPROPRIATIONS
1962-63

	Actual 1960-61	Budget 1961-62 12 Months	Budget 1961-62 11 Months	Actual 1961-62 (Est 2 Mo)	Budget Estimates 1962-63
Statement 7 - LIBRARIES					
EXPENDITURES					
Salaries & wages	54,091.	76,555.	70,605.	73,847.	87,197.
Books, periodicals & binding	8,344.	11,800.	10,817.	14,043.	14,400.
Supplies and stationery	937.	1,000.	846.	3,045.	1,730.
Equipment	100.	100.	100.	100.	1,000.
Publications	400.	400.	400.	437.	490.
Total	<u>64,772.</u>	<u>89,955.</u>	<u>82,768.</u>	<u>91,772.</u>	<u>104,717.</u>
INCOME					
Fines and sales of books	769.	300.	300.	914.	877.
Interest on endowments	1,276.	1,166.	1,146.	1,276.	1,200.
Student fees	-	-	-	735.	700.
Archives re books, etc.	-	-	-	428.	-
	<u>2,045.</u>	<u>1,466.</u>	<u>1,446.</u>	<u>3,329.</u>	<u>2,777.</u>
Net expenditures	61,717.	88,389.	81,322.	87,421.	102,000.
Transferred to (+) or from (-) unexpended appropriations	<u>21,752.</u>			<u>-2,553.</u>	
Net charged to operations	63,469.	88,389.	81,322.	84,870.	102,000.
Statement 8					
DISPOSITION OF VARSITY FUND					
Donations received for specific purposes	711.	500.	800.	800.	800.
Alumni Fund scholarships	1,200.	1,200.	1,200.	1,200.	1,200.
Bursaries	-	-	-	-	15,000.
Library books	-	-	-	-	4,000.
Donations for lectureships & research in Faculty of Arts and Science	1,911.	2,000.	2,000.	2,000.	2,500.
	<u>3,822.</u>	<u>4,700.</u>	<u>4,800.</u>	<u>4,800.</u>	<u>23,500.</u>
Statement 9					
MOON STREET LAND					
Rental income	151,200.	151,200.	139,600.	138,600.	151,200.
Investment interest	279.	-	-	2,780.	8,300.
Total income	151,479.	151,200.	139,600.	141,380.	159,500.
Less commission to leasing agents (1/3)	25,000.	25,000.	25,000.	25,000.	-
Other expenditures	<u>24,791.</u>	<u>3,000.</u>	<u>3,000.</u>	<u>2,000.</u>	<u>2,000.</u>
Total expenditures	79,791.	28,000.	28,000.	27,000.	2,000.
Transfer to reserve for replacement of blids. and expansion	71,688.	123,200.	110,600.	117,380.	157,500.

MINUTES OF THE ANNUAL MEETING OF THE BOARD OF REGENTS HELD IN
ALUMNI HALL AT 4:00 P.M., Thursday, October 18, 1962.

PRESENT:

Mr. J. B. Allen, Mr. J. D. Arnup, Dr. J. H. Arnup, The Rev. G. E. Ashton, Dr. G. W. Birsch, Mr. J. T. Bryden, Dr. K. H. Cousland, Dr. Jean F. Davey, Mr. J. S. Deacon, Mrs. G. Dickie, Mr. L. W. Earl, Mr. G. W. Edmonds, Mr. C. A. Fallis, Rev. F. P. Fidler, Dr. W. M. Frye, Mrs. J. D. W. Hutchinson, Mr. L. Macaulay, Mrs. C. F. McEachern, Mr. D. W. McGibbon, Mr. K. S. Mills, Rev. Y. T. Rooney, Dr. A. B. Moore, Rev. G. H. Morrison, Mr. G. H. Sheppard, Mr. H. J. Sissons, Mr. F. A. Vansbrough, Mr. W. L. Wheler, Mrs. J. R. H. Wilson, Mr. C. F. Wood, and Mrs. R. M. Wood, Mr. F. C. Stokes, Secretary.

CHAIRMAN:

In the absence of Mr. Langford, the Vice-Chairman, the Rev. Dr. V. T. Rooney took the chair.

PRAYER:

The meeting was opened with a prayer by the Rev. Dr. F. P. Fidler.

Resolutions respecting the late Rev. Dr. A. D. Matheson and the late Rev. Dr. A. J. Johnston by Principal K. H. Cousland.

The Rev. ALEXANDER BAUSON MATHESON, M.A., B.D., D.D., formerly Principal of Emmanuel College, who died in June 1962, came from Glengarry County, was a son of the manse and a graduate of Queen's University and Queen's Theological College. He retained his connection with that University as external examiner in Philosophy and Psychology and Fellow in Moral Philosophy. After ordination he served congregations in Arundel and Montreal and in 1922 began a ministry of twenty-three years at Chalmers Presbyterian, later United, Church in Quebec City. He became one of the Protestant School Commissioners in that city and during the war was part-time chaplain with the Royal Canadian Navy and Royal Canadian Air Force. In 1936 the United Theological College, Montreal conferred on him the degree of Doctor of Divinity (honoris causa).

When Dr. F. V. Langford retired as head of Emmanuel College in 1945, Dr. Matheson was appointed to succeed him, continuing as Principal (till 1956 and at the same time occupying the Chair of Homiletics and Pastoral Theology. After his retirement he carried on a most acceptable pastoral ministry at St. George's Church, Toronto.

Dr. Matheson's ministry was characterized by genuine pastoral concern and deep evangelical piety. His interest in the wider work of the Church and the confidence his brethren placed in him are attested by his election as President of the Montreal and Ottawa Conference and later, of the Toronto Conference. As Professor, he applied his own knowledge of the work of a minister to the teaching of Homiletics and Pastoral Theology and shared with his students liberally of his experience. As Principal, he strove to maintain in them both academic competence and a spirit of devotion. He was gracious and understanding in dealing with their problems and sought always to develop to the utmost their capacity for Christian service.

The Senate and Board of Regents extend to Mrs. Matheson and to his son and daughters, their appreciation of the life and work of Dr. Matheson and their sincere sympathy in their bereavement.

The Rev. ALFRED JOHN JOHNSTON, B.A., D.D., a former professor of Victoria and Emmanuel Colleges, who died in September 1962 in his 52nd year, graduated from Victoria College in 1901, where he won first-class honours in Philosophy and was a prominent athlete. As was the custom at that time, he spent three years as a Probationer of the Methodist Church during his university course and by taking extramural studies through this period he completed his theological education by the time of his graduation in Arts. He was or-

dained in the same year and entered upon a successful ministry at Kenilworth, Grand Valley, Woodstock, Galt and London. In 1914 he was appointed to the Theological Faculty of Victoria as Associate Professor of Homiletics and Pastoral Theology, and Church History. From 1916 to the close of the war he served as minister of Sherbourne Street Methodist Church, Toronto, carrying the preaching and pastoral work of that congregation along with his academic duties. In 1923 the Wesleyan Theological College, Montreal, conferred on him the degree of Doctor of Divinity (honoris causa).

When Emmanuel College was constituted in the session 1927-28 he took over as Professor of Homiletics and Church History and on Dr. Gandler's retirement in 1932 he exchanged Church History for Pastoral Theology. Since his retirement in 1937 he has maintained his interest in the activities of Church and college, and has been in constant demand as a preacher.

Throughout his career Dr. Johnston displayed ability, devotion and a sturdy common sense. A successful teacher of Homiletics, he was himself a gifted preacher and did much to keep the College in touch with the Church at large and to maintain congregational interest in the College and its work.

The Senate and Board of Regents extend to his son and daughter their appreciation of his contribution to Victoria and its two colleges and their sincere sympathy in their bereavement.

Dr. Cousland moved the adoption of these resolutions which were seconded by Mr. Bryden.

Constitution of the Board and welcome to new members.

President A. B. Moore announced that the General Council of the United Church of Canada had reappointed all the former representatives and in addition appointed Mrs. J. D. M. Hutchinson, M.A., D.D., to the Board of Regents. The list of representatives to the Board from the General Council of the United Church of Canada is as follows:

The Very Rev. J. H. Arnup, B.A., D.D.,	R. F. Chisholm, O.B.E., B.Com.,
Rev. G. J. Cragg, M.A., B.D., D.D.,	J. S. Deacon, B.A.
Rev. C. A. Lawson, B.A., B.D., D.D.,	L. W. Earl, D.S.C., B.A.,
Rev. V. T. Rooney, B.A., D.D.,	Mrs. N. W. Haag, B.A.,
The Very Rev. G. C. Pidgeon, M.A., D.D.,	Mrs. J. D. H. Hutchinson, M.A., D.D.,
Rev. H. W. Vaughan, M.A., B.D., Th.D., D.D.,	H. E. Langford, Q.C., B.A., Mrs. C. F. McEachern, O.B.E., The Honourable L. Macaulay, Q.C., B.A., LL.B.,
J. B. Allen, Q.C., B.A.,	R. S. Mills, Q.C., B.A., The Honourable L. B. Pearson, O.B.E., M.A., LL.D., D.C.L., D.Litt. S.
J. D. Arnup, Q.C., B.A.,	G. H. Sheppard, Esq.,
A. C. Ashforth, Esq.,	C. F. Wood, Esq.,
The Honourable F. M. Cass, Q.C., M.A.,	

The graduates of Victoria College elected two new members Mrs. R. M. Wood, B.A., and Mrs. G. H. Dickie, B.A., retired from the Board. The members elected to the Board by the graduates in Arts, Science, Law and Medicine of Victoria University are as follows:

Dr. Jean F. Davey, O.B.E., B.A., M.D., F.R.C.P.(C)	D. W. McGibbon, B.A.,
Mrs. G. H. Dickie, B.A.,	F. A. Vansbrough, B.A.,
G. W. Edmonds, B.A.,	Mrs. J. R. H. Wilson, B.A.,
C. A. Fallis, Q.C., B.A.,	Mrs. R. M. Wood, B.A.,

The Alumni of Emmanuel College elected two new representatives, the Rev. W. F. Bannister, D.B.E., B.D., B.Th., D.D., and the Rev. George Morrison, B. Com., B.D., replacing two retiring members, the Rev. T. T. Falchney, M.A., B.D., D.D., and the Rev. W. Finland, M.A., B.D., D.D. The list of members elected by the Alumni of Emmanuel College is as follows:

Rev. G. E. Ashton, B.A., B.D., Rev. F. P. Fidler, B.Sc., B.D.,
 Rev. W. F. Bannister, D.B.E., Rev. G. M. Morrison, B.Com.,
 B.D., B.Th., D.D., B.D.,
 Rev. G. W. Birch, B.A., B.D., D.D.,
 D.D.,

Dr. Moore welcomed the new members and expressed the pleasure of the Board on their appointments.

On motion of Mr. McIbbon and Mr. Deacon the following were coopted as members of the Board:

J. T. Bryden, B. Com.,
 H. J. Sissons, B.A.,
 W. L. Wheeler, B. A.,

The President pointed out that the approved constitution of the Board permitted four members to be coopted and the position of Chancellor was still vacant.

REGRETS:

The Bursar reported that regrets were received from Mr. A. C. Ashforth, Rev. Dr. M. J. Bannister, Hon. F. M. Cass, Mr. R. F. Chisholm, Rev. Dr. C. E. J. Cragg, Mrs. D. W. Haag, Mr. H. E. Langford, Rev. Dr. H. W. Vaughan.

CORRESPONDENCE:

Dr. Moore announced that he had received a letter from Mr. H. E. Langford expressing his wish to retire as Chairman of the Board of Regents. Dr. Moore expressed his regret at this action of the Chairman but stated he was pleased that Mr. Langford would be remaining an active Board member.

REPORT OF NOMINATING COMMITTEE:

Mr. Leopold Macaulay presented the report of the Nominating Committee as follows:

STANDING COMMITTEES - THE BOARD OF REGENTS

1962 - 1964

OFFICERS:

Chairman	R. S. Mills
Vice-Chairman	Rev. Dr. V. T. Nooney
Treasurer	J. T. Bryden
Secretary	F. C. Stokes

COMMITTEES:

(a) FINANCE & PROPERTY COMMITTEE

Chairman	J. T. Bryden
Vice-Chairman	D. W. McIbbon

Investment

SUB-Committees

Budget

Property

Chairmen:

Mr. J. S. Deacon	Mr. F. A. Mansbrough	Mr. H. J. Sissons
------------------	----------------------	-------------------

Investment Contd.

Mr. A. C. Ashforth
 Mr. G. H. Sheppard
 Rev. Dr. V. T. Nooney
 Mr. H. E. Langford

Property Contd.

Mr. J. B. Allen
 Mr. G. A. Fallis
 Mr. C. F. Wood
 Mrs. J. R. H. Wilson
 Hon. F. M. Cass

(b) RESIDENCES & SERVICES COMMITTEE

Chairman:	Mr. W. L. Wheeler
Principal Cousland	Mrs. D. W. Haag
Principal Frye	Mr. G. W. Edmonds
Dr. Jean F. Dawey	Mr. F. A. Mansbrough
The Rev. G. M. Morrison	Mrs. R. W. Wood
	Mrs. G. H. Dickle

(c) PUBLIC RELATIONS COMMITTEE

Chairman:	Mr. L. N. Earl
Mr. R. F. Chisholm	Rev. G. E. Ashton
The Rev. Dr. H. W. Vaughan	Mrs. J. R. H. Wilson

(d) APPOINTMENTS COMMITTEE (Academic and Administrative)

Chairman:	The Rev. Dr. G. W. Birch
Mr. J. B. Allen	The Rev. Dr. C. E. J. Cragg
Mr. R. F. Chisholm	The Rev. Dr. F. P. Fidler
Mrs. J. D. H. Hutchinson	The Rev. Dr. C. A. Lawson
Mrs. D. W. Haag	The Rev. Dr. W. F. Banister

(e) NOMINATING COMMITTEE (Board)

Chairman:	Hon. L. Macaulay
Mr. J. B. Allen	The Rev. Dr. H. W. Vaughan
Mr. A. C. Ashforth	The Rev. Dr. F. P. Fidler
Mr. G. H. Sheppard	Rev. G. E. Ashton
Mr. H. J. Sissons	

(f) EXECUTIVE COMMITTEE

Chairman:	Mr. R. S. Mills
Mr. W. L. Wheeler	Mr. L. N. Earl
Mrs. C. F. McCachran	Hon. L. Macaulay
Principal Cousland	The Rev. Dr. V. T. Nooney
Principal Frye	Mr. C. F. Wood
Mr. J. T. Bryden	Mr. H. E. Langford
Mr. D. W. McIbbon	Mr. J. D. Arnup

The President and Chairman of the Board are ex officio members of all Committees. Representatives of Board of Regents on Senate:

Rev. Dr. G. W. Birch	Mr. R. S. Mills
Mr. C. W. Edmonds	Very Rev. Dr. J. H. Arnup
Mr. H. E. Langford	The Rev. Dr. C. A. Lawson

On motion of Mr. Macaulay seconded by Mr. J. B. Allen the report was unanimously adopted.

Dr. Moore expressed his pleasure on the election of Mr. Mills as Chairman of the Board of Regents. Mr. Mills requested that Dr. Nooney continue as Chairman of the meeting.

RECOMMENDATION OF THE EXECUTIVE COMMITTEE:

Mr. Bryden reported that the Executive Committee of the Board has met on September 11, 1962. An application from the lessee of the Bloor Street properties for permission to lease space to the Stoodleigh Caterers Ltd. had been considered and a resolution had been prepared for presentation to the Board. Since the meeting of the Executive Committee the offer from the Stoodleigh Caterers Ltd. had expired and not been renewed. As a result of this action Mr. Bryden stated that it was inappropriate for the Board to consider the application until a definite proposal had been received from the lessee. Mr. Mills spoke concurring with Mr. Bryden but pointing out that the application from the lessee had not been withdrawn, but until a more specific proposal was received it would be premature to discuss the request at this time.

REPORT OF THE TREASURER AND THE FINANCIAL STATEMENT:

Mr. Bryden read the Report of the Treasurer and commented on the annual Financial Statement, a copy of which is attached. The Treasurer drew to the attention of the Board the auditor's statement and the detailed statement of the operations of the University. In reply to a question from Mr. Macaulay the President stated that an additional \$200,000 might be expected to be received from The National Fund. The President explained for the benefit of the new members that under the arrangement with the University of Toronto 60% of the Federal Grant with respect to Victoria College students is turned over to the University of Toronto. The entire Federal Grant on behalf of the Emmanuel College students is retained by Victoria University.

REPORT ON THE PENSION FUND:

Mr. Bryden reported that the Trustees of the General Pension Plan of Victoria University had met on October 10, 1962. The Auditors' Report for the year ended May 31, 1962, was approved. The Trustees approved a recommendation of the auditor that future reports change the wording of the statement "Payments under special arrangement on behalf of a participant in the United Church Pension Fund" to "Payments to the United Church Pension Fund under special arrangement on behalf of a participant." Furthermore an amendment to the Pension Contract with the North American Life Assurance Company was approved whereby discounts arising from any Experience Rating granted in respect of optional contributions shall be applied to increase the Retirement Annuities of the members concerned rather than accrue to the University. A temporary exemption from participating in the plan was granted to Mrs. Christine Hunt on the condition that such exemption should be reviewed annually.

The report of the Trustees of the Pension Plan was approved on motion of Mr. Bryden and Mr. McGibbon.

REPORT OF FINANCE AND PROPERTY COMMITTEE:

Mr. Bryden reported on behalf of the Finance and Property Committee as follows:

A meeting of the Finance and Property Committee was held on October 10, 1962. The Annual Financial Report and report of the Treasurer was received and approved. Mr. Deacon, the Chairman of the Investment Sub-Committee presented a report requesting an amendment to the resolution on purchase and sale of securities, which was approved.

Under the new regulations, the Chairman and one of the members of the Sub-Committee together with the Chairman or Vice-Chairman of the Finance and Property Committee may authorize the purchase or sale of securities selected from a list of preferred and common stocks approved previously for purchase by Victoria University at a regularly constituted meeting of the Sub-Committee. The investment of an amount in excess of \$50,000, in aggregate in the securities of any one company or the investment on any security not qualified for investment by a life insurance company under the Canada and British Insurance Companies Act shall require the specific authorization of a regularly constituted meeting of

the Sub-Committee. All purchases and sales of securities are subject to the overall provisions of the investment policy.

Purchase and Sale of Securities:SalesStocks

1000 shares British American Oil at 30½	\$ 30,150.
50 shares Canadian Westinghouse at 24,87½	\$ 1,228.

Bonds

\$ 100,000 Government of Canada 5½% due October 1st, 1962, redeemed at \$ 100.	\$ 100,000.
--	-------------

PurchasesStocks

800 shares Imperial Oil at 40½	\$ 32,520.
--------------------------------	------------

(Investment of current funds)

\$ 300,000. National Trust Co. 30 days 1/8%	
\$ 100,000. National Trust Co. 60 days 5/8%	

The Committee received a report from the Trustees of the Pension Fund, and approved an additional appropriation of \$ 5,000, to engage further assistance for the Teaching Staff.

The report was approved on motion of Mr. Bryden and Mr. McGibbon.

REPORT ON RESIDENCES AND SERVICES COMMITTEE:

Mr. W. L. Wheeler, Chairman, gave the report of the Residences and Services Committee.

"The Residences and Services Committee met on Tuesday, October 16th, and wishes to report on the matters dealt with at that time.

1. The Bursar, Mr. F. C. Stokes, was appointed Secretary of the committee.
2. The Chairman reviewed with the committee the matters recommended to the Board of Regents for approval on May 29th in connection with appropriations for renovations and improvements. These detailed proposals had been considered in Sub-Committee and had not previously been reported to the Committee as a whole.
3. The Secretary presented a report on Summer business, and the Committee felt the results were quite satisfactory. The report indicated a slight increase in total revenue over the Summer of 1961 (\$ 45,600. vs. \$44,200.) despite the fact some substantial sources of revenue available to us in previous years were not available last Summer.
4. The Dean of Women reported that, excluding Metropolitan Toronto, applications for residence were rejected for 32 bona fide students. However, 109 first year women were admitted to residence. She expressed the view that the policy on admissions established last Spring had worked out satisfactorily, but was concerned over the fact that any legitimate applications had to be rejected because of limited capacity for accommodation. The Dean also presented the following list of Burs for the Women's Residences, which was approved by the Committee:

Miss Ruth Hicks, B.A., Senior Don, 1st floor Margaret Addison Hall
Mrs. J. Raudzens, B.A., 2nd floor Margaret Addison Hall
Miss N. Falconer, M.A., 3rd floor Margaret Addison Hall
Miss C. Galbraith, M.A., 4th floor Margaret Addison Hall

Miss A. Sheriff, M.A., 5th Floor Margaret Addison Hall
Miss A. Cienciala, P.H.D., 6th Floor Margaret Addison Hall
Miss A. Evans, B.A., Annesley Hall.

5. The Senior Tutor, Dr. Clark, reported that the Men's Residences had been able to accommodate all applications received from male students (180) enrolled in Victoria. He stated that with only 30 outside students in Vic. residences this year, the proportion of residence accommodation occupied by Vic. students was the highest it has ever been.
6. Finally, the Superintendent of Buildings, Mr. J. B. Scott, reported that the projects scheduled for work during the Summer period had been completed within the budgets allocated.

The report was approved on motion of Mr. Wheeler and Dr. Davey.

REPORT ON NATIONAL FUND AND VARSITY FUND:

Dr. Moore announced that since May 31st, 1962, disbursements Nos. 43, 44, and 45 from the National Fund Office had increased the total received by \$45,275, making the overall amount received from this source \$1,113,975. In July \$17,500, and in October \$6,000, was received from the Varsity Fund appeal (of which \$8,000, was included in the May Statement).

GIFTS AND BEQUESTS:

The President announced that the following gifts and bequests had been received since the Board meeting on May 29, 1962.

1962

June 5	Miss Elsie Watt	2600.-	Watt Travelling Fellowship 2500. John Dow Prize 100.
6	St. Andrews United Church	300.	Sustaining Fund
11	Emmanuel College Students	15.	Cousland Lectureship
13	do.	do.	do.
19	United Church of Canada	200.	Emmanuel College Choir Fund
July 10	N. C. Hooper	50.	Victoria College Bursary Fund
24	E. Harold Tove	5.	John Fletcher McLaughlin Schol. Fund
25	R. J. McCarten	10.	do.
25	Dr. W. P. Woodger	8.	do.
25	Rev. A. E. Baker	2.	do.
26	Rev. A. F. Bamford	10.	do.
26	F. G. Weir	5.	do.
26	Rev. A. Lloyd Smith	25.	do.
27	Rev. A. E. Black	50.	do.
31	George C. McVitty	25.	do.
31	Rev. A. Lloyd Thompson	5.	do.
31	Miss Lillian Brown	50.	Alumni-Alumnae Res. Schol.
Aug. 2	Rev. W. Fingland	10.	John Fletcher McLaughlin Schol. Fund
7	Rev. W. J. Hortlimer	3.	do.
7	Bishop Charles W. Flint	10.	do.
7	Rev. A. McGowan	25.	do.
8	Rev. H. B. Neal	10.	do.
8	Rev. J. E. Mitchell	5.	do.
13	Rev. Anson E. Moorhouse	25.	do.
13	Rev. B. B. Harrison	2.	do.
14	Rev. C. R. Garscotten	10.	do.
14	Rev. C. W. McKenzie	5.	do.
17	Rev. W. A. Hummelstet	10.	do.
20	Rev. Clarke F. Logan	10.	do.
24	W. C. Irwin	10.	do.
31	W. J. Moores	5.	do.
20	R. R. Fleming	200.	Fleming Scholarships
24	Mrs. Gavin G. Paterson	25.	Paterson Memorial Prize
29	Estate of John Earl Bruce Morris	13686.45	Legacy
Sept. 6	Joan Preston Auxiliary of Delta United Church	11.	Joan Preston Yoshioka Schol.

10.	Rev. N. J. Aiban	10.	John Fletcher McLaughlin Schol. Fund.
10.	Dr. W. S. Daniels	20.	do.
10	Dr. Jesse H. Arnp	5.	do.
14	R. F. Williard	5.	do.
18	Rev. J. Lowell Smith	50.	do.
20	Dr. Hepwood	25.	do.
11	Estate of William Zimmerman	750.	Zimmerman & Scott Bursary
19	Mrs. Clara F. McEachren	400.	Flavelle Memorial Schol.
19	Mrs. Ethel May Taylor	300.	James Carson Taylor Mem. Schol.
21	Prof. A. Dobbie	200.	Elizabeth Bell Schol.
Oct. 4.	Thorne, Mulholland, Newson and McPherson	100.	Alfred Byron Sheppard Schol.
5.	Rev. Harold E. Frair	25.	John Fletcher McLaughlin Schol. Fund.
9	Miss D. White	200.	White Memorial Schol.
		\$ 24527.25	

NOTE: A. Bequest Notification:

Estate of Bartley Bull, \$ 1000, plus 2/13th residuum.

- B. \$ 425.00 Contributed to date to John Fletcher McLaughlin Schol. Fund.

REPORT FROM THE OFFICERS OF VICTORIA UNIVERSITY:

The Chairman invited the former Bursar, Mr. James, the Dean of Women, Miss Macpherson, the Senior Tutor, Prof. E. G. Clarke, the Librarian, Miss Margaret Ray, and the Archivist, the Rev. Dr. A. G. Reynolds to comment on their annual reports which were circulated to the Board members and copies of which are attached.

Mr. James expressed his appreciation for the assistance he had received from members of the staff during his illness this past few months. He also drew to the attention of the Board that the Varsity Fund had a most successful year with an increase in giving of nearly \$10,000, over the previous year and 522 new contributors had been recorded. Mr. James thanked the members of the Board for their help in making his term as Bursar a very enjoyable experience.

The report of Mr. James was received in motion of Dr. Moore and Mr. McGibbon.

The Dean of Women, Miss Jessie Macpherson spoke on the important contribution being made to college life by the student government organization both in the college and in the residences and the value of this training in responsibility it provided to the students.

The report of the Dean of Women was received on motion of Dr. Moore and Dr. Davey.

The Senior Tutor, Dr. Ernest G. Clarke commented on the increase in members of Victoria College men living in the Residences, an increase from 150 to 164 being noted last year. Of special interest was the number of students from other countries in the residences and in particular two of the students here under the African Student Foundation. Dr. Clarke also mentioned the appreciation of the men in South House for their improved Common Room facilities. The Senior Tutor referred to the problem of maintaining responsible student government without authoritarian control.

The report of the Senior Tutor was received on motion of Dr. Moore and Mr. Edmonds.

Miss Margaret Ray reported on the first year of operation of the New Library and drew attention to the fact that over 1000 visitors had shown great interest in this new building. Through the generosity of the Sealantic Fund and the Board of Regents books valued at

\$ 6,000. were added to the Theological section of the Library. Miss Ray expressed appreciation for the donation to the Library of a painting by Lauren Harris entitled, North Shore Lake superior the gift of Mr. C. F. Wood, and books from the library of the late Magistrate F. C. Gullen and a collection of books from Mr. Hudson Stone.

The report of the Librarian was received on motion of Dr. Moore and Dr. Frye.

Dr. A. C. Reynolds, the Archivist, reported he hoped to receive a grant from the Canada Council to assist in the preparation of an index for the CHRISTIAN GUARDIAN. Recent acquisitions were two trunks full of the sermons of Henry F. Bland and Dr. Salem Bland and a four year diary of Henry F. Bland.

On motion of Dr. Moore and Dr. Cousland the report of the Archivist was received.

The President thanked the officers for their excellent reports and the meeting adjourned for dinner at Burwash Hall.

Following dinner the Board continued their meeting under the Chairmanship of Mr. R. S. Mills in the Senior Common Room where the President delivered his annual report (A copy of which is attached).

The problem of enrolment was, of concern to many of the Board members and the matter of optimum size of Victoria University was discussed. The President pointed out that there were various levels at which a university could operate efficiently. One of these levels was reached with an enrolment of 1700 students, and the next optimum level was at 2200 students. Beyond each of these limits large numbers of new staff members had to be employed. The problem of enlarging our facilities on a new campus site possibly West of St. George St. or increasing the size of the facilities on our own site was discussed. Other questions raised were:

1. What were the possibilities of night classes or summer terms to permit more students to be admitted.
2. The question of changes in the Grade XIII admission program.
3. The effect of the new colleges now being established here on the demand for admission to the University of Toronto.
4. The feasibility of increasing our existing facilities to the next optimum level of 2700.
5. The limitation imposed on admission by other colleges and its effect on Victoria.

The president stated that many of these problems could not be answered at this time, but would be given further study by the planning committee under the Chairmanship of Mr. McIlhonn.

The President announced that he had been invited to attend a conference in Salisbury, Southern Rhodesia, in January 1963 as one of five delegates invited from North American countries to study problems concerning the position of the church and education in Africa.

The Board unanimously concurred with the President's acceptance of this invitation.

The meeting was adjourned with the Rev. Dr. George Birch offering the benediction.

Chairman

VICTORIA UNIVERSITY LIBRARY

REPORT OF THE LIBRARIAN FOR 1961-62

October 4, 1962.

With the opening of the New Victoria College Library on September 21, 1961 the Library of Victoria University entered into a new and significant phase of its history. When our Library staff entered the new domain, we felt as Cinderella must have felt when the magic wand of her fairy godmother transformed her into a princess. To our fairy godparents, the Board of Regents and the Building Committee, not forgetting the architects, we owe a deep debt of gratitude, especially so because we know that the magic of our new environment will not vanish at the stroke of midnight but will continue for many years to provide a beautiful and appropriate setting for the achievement of the Library ideal - the preservation of knowledge and the advancement of learning.

But a new environment and a change of status bring new responsibilities in their train and the past year was one of unprecedented activity as we played host to thousands of visitors, guided innumerable tours, planned and presided at meetings of Library and College organizations, while not forgetting that our real task was to minister to the needs of our student clientele and to formulate and administer a Library procedure which was suited to our new environment and was in line with modern ideas of Library technique.

Since the new Library was based on the "Open Shelf" principle and the idea of "Togetherness" and mutual co-operation was gaining favour on the University of Toronto campus, we tried to interpret these ideals as liberally as possible, especially as the students of St. Michael's College were on our doorstep and as our own students insisted on bringing in, proudly, their classmates from other colleges. The new Library thus became a veritable "Open House" and it became increasingly difficult to protect the interests of Victoria College students as the year advanced. It was necessary, therefore, to inhibit our generous impulses, to modify our policy in order to safeguard our own students, and to introduce measures which would lessen the unauthorized disappearance of books from our extremely "Open" stacks.

It was, in fact, a year of experimentation, which we found stimulating, if harassing, and we are glad that it is over and that we can settle down to an existence which may be less glamorous but will permit us to achieve more solid results.

Expansion of the Emmanuel College Reading Room

The past year was a significant one in the development of the theological section as well as the arts section of the library. The generous co-operation of the Board of Regents has made it possible for Emmanuel College to participate in the T.M. Library Development Program, which will assure a grant from the Academic Fund of \$3,000 annually for three years, with matching funds from our own Board - a total of \$18,000 in addition to the regular theological book appropriation. This will place the Emmanuel College Library in the forefront of Canadian theological libraries.

With this expansion in mind, and faced with existing overcrowding of shelves in the Emmanuel College Reading Room, a complete re-organization and re-arrangement of the theological book stock became inevitable. This project was planned as an active part of our summer programme and was carried out by Mrs. Summala, our cataloguer of theological books, with the assistance of Miss Cannon and of student assistants. It proved to be a greater undertaking than we anticipated. In all, more than 30,000 cards were changed, no more than 9,000 volumes were shifted to new locations. The former George Locke Room in the Birge-Searge Library was transformed into a Stackroom and Summer in Church History and Statistics.

With this re-organization it will be possible to accommodate the books which we will acquire through the Academic Fund and our own matching funds.

For the thorough and painstaking execution of this large-scale operation, I owe a profound debt of gratitude to Mrs. Summala and her helpers.

Use of Books

We expected that the circulation statistics would show a decrease over those of the previous year as the loan period in new stocks had been extended from one day to three days. On the contrary, the turnover was greater than in the preceding year. The complete use of books in arts and sciences was approximately 115,000, an increase of 8,000 over the year 1960-61. Of this total, 63,000 circulated from the arts section of the library and 24,000 from the Emmanuel College Reading Room. There was an increased use of the books in the George Locke Collection of books for First and Second Year students and in the Reference Collection as well as of the Stack books.

It is impossible to gauge the value of requests for books which we were unable to satisfy, but the consensus of staff opinion is that it was considerable. For this reason, we have reduced the loan period for stack books from three days to two days for the current year, and our Order and Cataloguing staffs are providing additional copies of books in demand as speedily as possible. It will be necessary to use a substantial portion of the increase in our Book appropriation for this purpose, although our teaching staff are in need of increased funds for new purchases and the backlog of older titles needed to fill in gaps in our book collection is a large one.

Main Reading Room

One of the objectives of the planners of the new library was to permit more concentration on the needs of students in the lower years. This policy is in accordance with the recommendations of the McLaughlin Report as it concerned the College Libraries on the Campus. With this objective in mind, the George Locke Collection was housed in the Main Reading Room of the new building and the books were placed in charge as the staff member best qualified to supervise the book collection to students. The Reference Collection, formerly housed in a separate room in the Birge-Searge was transferred to the Main Reading Room also and a part of Miss Honey's new duties is to administer and develop this collection. The general supervision of the Reading Room was entrusted to her also and this proved to be a task in view of the horde of students who patronized it during peak periods. I wish to commend Miss Honey for her painstaking and conscientious administration of this Reading Room during a year when emergency work of a low rate rather than the exception.

Book Purchases and Cataloguing

Our cataloguing staff, under the supervision of Mrs. Smith, put through a large volume of work, including the re-cataloguing of 3,239 books and the re-cataloguing, re-classifying or re-locating of thousands of other books as a result of the large-scale transfer of books from the Birge-Searge to the new building. A total of 15,000 items passed through the Cataloguing Department and more than 10,000 cards were filed in the card catalogues.

Subscriptions were placed for 400 titles and a new number of book files were secured for periodicals. There is a need for theology.

Over \$1,500 was spent in binding books and periodicals. The increased expenditure is accounted for by the fact that we were obliged to bind more periodicals which are now housed on the mezzanine floor of the new building, both for the sake of appearance and to ensure their safety.

Books purchased during the year amounted to 2,669, purchased at a cost of 110,850.

Missing Books

It is unfortunate that we have to report a larger number of missing books in the Arts section of the Library than in any previous year, especially in view of our increased need for books. The total number of missing books recorded for the year was 574 volumes. This figure is somewhat misleading, however, as at least 81 items recorded as missing are from Special Collections of which an inventory had not been taken for several years. The complete inventory shows a sharp increase in the loss of stock books and of books from the George Locke Collection in the Main Reading Room, the numbers being 237 and 50 respectively. This increased loss can be attributed to the Open Stock system and to the fact that we have been dependent on student supervision in the evenings. The loss of the Firewatch is another contributing factor, as the number of emergency exits makes adequate supervision difficult.

Steps are being taken to prevent further losses, as far as possible, by providing additional supervision in the stacks and by removing to "Closed Stocks" a number of books which are on "Reserve" reading lists.

Student Assistants

The Library employed 35 student assistants during the past year at a cost of \$5,561. The amount of individual service was from four to twelve hours weekly during the term to full-time service during the summer months. Twenty-eight of these students were enrolled in Victoria College, three in Emmanuel College and four in the School of Graduate Studies. Most of them had had no previous library experience and with the pressure of getting the new Library in operation there was not time for adequate "screening" of the new applicants nor for giving them a thorough training. In spite of these drawbacks, almost all of the students selected proved to be conscientious, co-operative and resourceful although they were called upon frequently to cope with emergencies which would have taxed the resources of experienced staff members.

Donations

The Library received several valuable donations during the past year, the most noteworthy of which was the significant collection by Lawson Harris, entitled "North Shore, Lake Superior", which was presented by Mr. G.F. Wood, Chairman of the Building Committee.

Another valuable donation was a collection of books and manuscripts from the estate of the late Augustine P.W. Collins whose death a year ago was a great loss to the Victoria community.

Mr. Hudson Stow presented us with manuscripts relating to the life of his great-grandfather, the late Dr. Augustus Stove Odell.

Mr. Ronald Berry, another of Victoria's graduates, donated a number of books, mainly on literary subjects.

Co-operation

The formation of a Library Council of the University of Toronto has increased opportunities to meet librarians of other institutions in the Campus. The Librarian attended to meetings regularly, as well as a number of more informal meetings of College librarians with members of the University Library staff. The Librarian was consulted on the planning of the proposed University College Library and, in turn, received advice and assistance from Dr. Blackburn and his senior staff.

The University staff photographed the books in our Arts catalogue for their Union Catalogue and, as a result, contacts, including interloan requests, are becoming more frequent. Our Library was one of the deposit stations of the Pickney Book Service for Professors which the University Library Institute has managed and we were able to help our teaching staff considerably in recovering and returning books borrowed from the University Library.

In conclusion, I would like to express my very gratitude to the Board of Regents, the President and the members of the Building Committee (particularly to Chairman, Dr. Stov, Professor Curran and Dr. Stokes) for their tireless efforts in connection with the planning and oversight of the construction of the new library which is a privilege and a pleasure to direct.

The attention paid to it by architects, college administrators and librarians throughout Canada and the United States, as evidenced in frequent visits and correspondence in which they sought advice and detailed information should be a source of gratification to all who have had any part in its planning or construction.

I would like to put on record, also my appreciation of the help and encouragement which I received from Professor Burrows during his two terms as Chairman of the Library Committee, a period in which he kept the interests of the Library constantly before the Senate and the administrators of Victoria University.

To the Superintendent of Buildings whose close attention to detail and ready co-operation has kept the new Library in almost its first shining glory, and to the caretakers who have taken such a pride in the physical upkeep of our building, I owe a further vote of thanks.

Finally, my warm thanks go out to all who have been instrumental in making my dream of twenty-five years come true. My life has been enriched greatly during the past year by many new contacts and by increased opportunities for service, which I share with a loyal and hard-working staff.

It is my hope that our combined efforts during the new year will achieve some of the results envisioned by the Planning Committee and thus prove a tangible expression of our gratitude.

A Financial Statement is appended to this Report.

All of which is respectfully submitted.

Margaret T. Ray,
Librarian.

VICTORIA UNIVERSITY LIBRARY

Financial Statement
for period of eleven months, ending July 31, 1964

REVENUE

Balance carried over from previous year 2,822.43

Income

Interest on Fl wells request	276.36	
Interest on Gift of 1922 fund	240.00	
Interest on Endowment	90.00	
Interest on Library Reserve fund	<u>70.00</u>	1,276.36
Fines		392.30
Excess of College Students' fees		735.00
Sale of books		31.50
Refum. from Archives		426.17
Grant from Board of Agents		<u>81,197.12</u>

86,529.04

Total revenue 89,351.47

EXPENDITURE

Salaries, permanent staff	65,110.83	
" temporary staff	<u>8,120.13</u>	73,230.96
Books		10,850.56
Periodicals		1,000.00
Binding		1,544.59
Publications		437.45
Supplies and Stationery		<u>2,046.72</u>

89,110.43

Unexpended balance 271.04

VICTORIA UNIVERSITY LIBRARY

Financial Statement, 1961-62
(continued)

Special Funds

(1) Donor Request

Balance carried forward at June 30, 1961	11,231.00	
Expenditure, 1961-62	-	
Interest for year	42.00	
Unexpended balance at May 31, 1962		11,273.00

(2) Class of 1928 Capital Fund

Balance carried forward at June 30, 1961	672.00	
Expenditure	-	
Interest for year	3.00	
Unexpended balance at May 31, 1962		675.00

(3) "Cheridge Fund" (Cheridge Foundation)

Balance carried forward at June 30, 1961	1,912.00	
Expenditure	-	
Interest for year	67.00	
Unexpended balance at May 31, 1962		1,981.00

REPORT OF THE DEAN OF WOMEN TO THE BOARD OF REGENTS
FOR THE YEAR 1961-62.

REGISTRATION

<u>Women in the College</u>	<u>In Residence</u>			
877	258			
	Annesley Hall		Margaret Addison Hall	
	58	200		
	4th Year	3rd Year	2nd Year	1st Year
	26	55	84	93

ACADEMIC RECORD
(in brackets, 1960-61 records)

	<u>Women in the College</u>	<u>In Residence</u>
Firsts	7.3% (7.4%)	10.4% (9%)
Failures	11.17% (13.1%)	7.3% (9%)

GENERAL

The year, 1961-62 was memorable in Victoria College for the opening of the new library, the provision of new landscape beauty in the College quadrangle and in the courtyard made by the women's residences and the union. All of these were greatly admired by the women students and added considerably to their pleasure in being here. Good food provided in the Myrmilwood Cafeteria and Coffee Shop was also valued highly. For the residence students, the continuing and greatly improved (thanks to Miss Van Allen) charms of Annesley Hall, and the obvious comfort and elegance of Margaret Addison Hall provided living arrangements beyond their expectations. The last of the Bloor Street House students, still a little nostalgic for the domestic atmosphere of the small houses, graduated last May, and with them closes a chapter in the history of the College. In the nineteen-sixties everyone in residence lives as close as possible to the latest in contemporary architecture and décor. We shall wait for evidence of the effect, beneficial or adverse upon the taste of Canadian society.

Student government in the College was even more than usual, active and enterprising. The Victoria Conference of the Arts brought to a close a year of high organization and imaginative leadership, straining as far as possible the scholarly and cultural role of an Arts College like Victoria. In these projects the women carried a full share of initiative and responsibility. There is considerable reason for concern, however, that in a college growing out of proportion to its traditional student life, many women come and go, making no contact with societies, little with staff members, and are generally deprived of the excitement of belonging in an intimate way. It is to be hoped

that the routine of lectures, essays and examinations kindles some spark of interest and creates some feeling of loyalty to the College.

Student Government in residence, Agga, was once again efficiently handled, particular enthusiasm being devoted to the Annesley and Addison Formal, somewhat subdued but dutiful attention to the details of order in residence. It was on the whole a peaceful year, with a minimum of night hours by the students. The done were successful in keeping residence life as reasonable as it is possible to make it. Miss Margaret Veen was in every way, as Senior Don, a source of good sense and strength.

Each don was available one night a week and at other times by appointment for tutoring in her academic field. Not as much use of this privilege is made as might be hoped, but the arrangement at least confirms in the minds of the students the academic interests of the dons: Foreign languages, last year, French and Russian were encouraged and often heard at tables.

The dons were:

Miss Anna Cienciala, M.A. (History)	6th Floor, M.A.H.
Miss Jane Edgar, B.A. (Social Work)	4th Floor, M.A.H.
Miss Soraya Erian, B.A. (English)	Annesley Hall
Miss Margaret Falconer, M.A. (Modern Languages)	3rd Floor, M.A.H.
Miss Ruth Hicks, B.A. (English)	2nd Floor, M.A.H.
Miss Akhtari Sharif, M.A. (Economics)	5th Floor, M.A.H.
Miss Margaret Veen, M.A. (Food Chemistry)	Senior Don,
	1st Floor, M.A.H.

The permanent residence staff, Miss Van Allen, Miss Galbraith, Miss Minchcliff and Miss MacVicar were as always invaluable components of the residence administration. The infirmary continued to keep us all, for the most part, in good health, with a relief nurse, Mrs. Murphy, secured from among the students of the School of Nursing. Dr. Charlotte Bahn gave us all confidence, as well as cheering us up when necessary. There were no epidemics.

Student government in the Union, the Wymilwood House Committee, supervised the operation of the Record Room, chose and supervised magazines for the reading room, discussed ways of maintaining a proper atmosphere throughout the Union, made a number of requests for a fire at noon in the Terrace Room fire-place, for a free telephone, and for additional vending machines.

In conclusion, I should like to thank the officers of the College and the members of the Residences and Services Committee for support, encouragement and judicious advice.

Respectfully submitted,

Jessie Macpherson,

Dean of Women.

VICTORIA UNIVERSITY

Report of the Senior Tutor to the Board of Regents
for the year 1961-1962

During 1961-1962 there were 253 men living in the Victoria University Men's Residences. These were enrolled in a variety of courses and faculties. The comparative figures for the 1960-1961 session are in brackets.

208 Undergraduates

Arts in Victoria	164	(150)
Engineering	15	(23)
Medicine	14	(10)
Dentistry	6	(6)
Pharmacy	5	(5)
Architecture	5	(4)

45 Graduates

Theology	40	(48)
Arts	5	(4)

One significant fact in the preceding table is the increase in the number of Victoria enrolled students (17 per cent of the total male enrollment in Victoria). This upswing has continued in the current session (1962-1963). Unfortunately the number of students enrolled in Emmanuel College who live in the Residences has continued to decline. Among those in residence are representatives from seven provinces in Canada, from the U. S. A., Britain, Hong Kong, various European countries and Africa, including two African students who have lived in the Residences under the Board of Regents' Scholarship. Their presence has been much appreciated and has served as a stimulus to new interests in Africa. Such an international flavour is valuable in this new age.

South House has won the Academic Candelabra for its efforts during the 1961-1962 session. 14 per cent of the Victoria College students in residence received Firsts whereas 8.8 per cent of the men in the College received Firsts. 12.9 per cent of the Victoria College students living in residence failed while only 12 per cent of all the men enrolled in Victoria failed. The following table represents these facts with the comparative figures for 1960-1961 in brackets:

Victoria College

Men in the College	In Residence
Firsts 8.8% (8.2%)	14% (14.7%)
Failures 12% (10%)	12.9% (16.6%)

The number of failures has declined both in the College and in the Residences but the number of men receiving Firsts has not increased in the Residences. This is a source of discontent since the Residences ought to provide a near ideal environment for academic pursuits. These figures may also suggest a certain mediocrity in the type of student being attracted into residence.

During the summer of 1962 a new common room was established in South House. The room is spacious and comfortable with a small kitchenette for use on social occasions. Fortunately, by careful re-designing of the original common room into two bedrooms and creating an additional room in Gate House, the four beds lost in building the new common room were regained.

The student government, embodied in the Residence Council and the individual House Caputs, continues to function. However, there is some room for discontent because of ill-defined limits of responsibility. It is my personal wish that the Residence Council will continue to assume much responsibility in student matters. However, there are some matters which, by nature, must remain outside the exclusive jurisdiction of the Residence Council. Here, rules are involved which, applying to the wider community, the Board of Regents must be responsible for establishing and the Senior Tutor for implementing. At these points there can be tension. I have continued to discuss these problems with the student presidents and to attempt to keep before them the practice in effect in other men's residences on the University of Toronto campus. However, it is never easy to convince the undergraduates to accept even a modicum of authority. We must always try to establish a sense of responsibility in the men themselves rather than impose upon them inflexible rules. The distinction between authoritarianism and responsible government is often very slight in such a limited community. Nevertheless we must walk this narrow ridge in order to make the Residences a good place to live and a place where men are good.

I am much indebted to the Dons who were nominated by Dr. Love. They are as follows for 1961-1962:

North	W. A. Dale	(Classics)
Middle	G. Arnold	(Political Geography)
Gate	J. E. Priestley	(French)
South	W. J. R. Taylor	(Medicine)
Ryerson	E. T. Barker	(Medicine)
Melles	P. R. Allen	(English)
Deven	D. C. Hicks	(Theology)

Bowles-Gandier elected Don - K. M. Barnett (Theology)

I want to express my appreciation to all who have encouraged and aided me in this first session as Senior Tutor. There is a Hebrew Proverb (27:17) which expresses well the truth of working together:

ברזל יברזל ברזל ואיש יברזל איש
 ברזל יברזל ברזל ואיש יברזל איש

(Iron sharpens iron and one man sharpens another).

Ernest G. Clarke
 Senior Tutor.

October 4, 1962.

THE ARCHIVIST'S REPORT, 1961-1962

To the President

Victoria University

The best view of the Archives of Victoria University is from the angle of historical research, because the only purpose of gathering and preserving archival material is thereby to enrich our written history.

In the strictly academic field there are at present 12 students of the Toronto Graduate School of Theological Studies carrying on research in our Archives. Undergraduate students in Toronto and graduate students of other universities also use our Archives. It is of interest to note that in the past five years the theses for three Ph.D.'s, two Ph.D.'s, five B.A.'s and several M.A.'s and M.F.A.'s have been written with extensive dependence on the Archives of Victoria University and/or some of the related Church Archives throughout the country.

Another way of indicating the value of our Archives is to list some of the books that have been published for the writing of which considerable reference to our Archives was required. The following list contains only books published from 1956 to the present, some of which originated as academic theses. The list is far from exhaustive.

Stewart Craydale:	The Industrial Struggle and Protestant Ethics in Canada	Ryerson, Toronto, 1961
Goldwin French:	Persons and Politics	Ryerson, Toronto, 1962
John Webster Grant:	George Pidgeon, a Biography	Ryerson, Toronto, 1962
Olive Knox:	John Black of Old Kildonan	Ryerson, Toronto, 1958
Gerahon A. Mason:	The Legislative Struggle for Church Union	Ryerson, Toronto, 1956
J. Ernest Nix:	Mission among the Buffalo	Ryerson, Toronto, 1960
C. B. Seasons:	Church and State in Canadian Education	Ryerson, Toronto, 1959
K. Shinzau:	A History of the Japanese Congregations of The United Church of Canada	Japan, 1961
H. H. Walsh:	The Christian Church in Canada	Ryerson, Toronto, 1956

Assistance to graduate students who wish to use the Archives for the study of Canadian Church History is offered by the Senate which may award annually the Keith and Lorne Pierce Scholarship, and by the Committee on Archives of the United Church of Canada which may award annually the George Brockwell King Memorial Fellowship. No award of these has yet been made for this year.

The Archives are interested in producing aids to research beyond the regular cataloguing of materials. In connection with one of these we think we may have made a break-through this year. For some time the Committee on Archives has been using some donations totalling \$2000 to index The Christian Publishing, which for some years beginning in 1829 was the most reputable and most popular newspaper in the country. This past year we have had our longest "age" to date at this project. Miss Marjorie Macdonald spent about thirty weeks at the job and made great progress in a slow and exacting piece of work. This was made possible by a grant from the United Church Publishing House and a donation from a friend of the Archives. We are grateful for some editorial assistance from Miss Ruth Pirth of the Toronto Reference Library. The work will be resumed when more funds are available.

So far funds have been uncertain. We have never known whether they would be available, not to mention when or how much. Consequently we were not able to plan a full scale job or even do a systematic and efficient job. The idea presented itself that we should aim at the completion of the index up to 1867 and perhaps have it published by Canada's centennial year. Mr. Henry Campbell, Chief Librarian of the City of Toronto offered editorial assistance in such a plan. At this point an application was made to the Canada Council for a grant, but we were informed that we should apply through the Canadian Historical Association. This was done, the Council of the Association has made the application, and we are awaiting the result.

Another aid to research is the Union List of Manuscripts in Canadian Repositories which is being brought together by the Public Archives of Canada. We have agreed to co-operate in this worthy cause.

Our Archives are the repository for the London, Hamilton, Toronto and Wey of Quinte Conferences in addition to the Boards and Departments of the Church. In the past year we have received general records from 34 congregations and W.M.S. records from as many more, large numbers of congregational histories, calendars and leaflets for special occasions, and the usual number of deeds and other legal documents. In addition to the current Minutes of Presbyteries and Conferences, we have received the Minutes of the Conference Executive of the Bible Christian Church from 1873-1884, and the official Minutes of 12 Districts and Presbyteries.

Among the more interesting accessions are: the formal, signed protocol of the anti-slavery minority of the Presbyterian General Assembly in 1824, a microfilm and Xerographic reproduction of Lawrence Coughlan's Work of God in Newfoundland, 1776, the diaries and addresses of Rev. J. D. Hyman, New Missions Superintendent of the Presbyterian and United Churches, a recording of addresses by two former Moderators - Dr. E. H. Oliver and Dr. Peter Bryce, and two fine collections of sermons and addresses by the Rev. Salmon Slane (1860-1950) and his father, the Rev. Henry F. Slane (1816-1898) along with a four year diary of the latter.

At the time of writing this report The Bulletin Number 15, for 1962, is being printed. It contains a brief article by John Webster Grant entitled "1967 and All That"; a sermon preached by John Black, the pioneer Presbyterian missionary in western Canada, on the thirtieth anniversary of the first service he conducted at Aldonon in 1841; an article on the Congregationalist leader, Dr. Henry Wilkes; and excerpts from the Journal of William Bell of Perth, Ontario, for the year 1840. In addition, of course, there are reports on the Central Archives and five of the Conference archives.

I extend my thanks to you, Dr. Moore, for your interest and support, and I am indebted also to Miss Day and her staff, to my own staff in the Archives, and to the members of the Library Committee.

All of which is respectfully submitted

Arthur G. Reynolds
Archivist

TABLE I

VICTORIA UNIVERSITY
SUMMARY OF ENROLLMENT 1961-62

<u>VICTORIA COLLEGE</u>	<u>Men</u>	<u>Women</u>	<u>Total</u> <u>1961-62</u>	<u>Total</u> <u>1960-61</u>
Undergraduates	954	877	1831	1647
Special Students	18	5	23	12
	<u>972</u>	<u>882</u>	<u>1854</u>	<u>1659</u>

EMMANUEL COLLEGEInterannual

Graduate Students	70	1	71	69
Undergraduates (Includes 15 B.A.'s.)	98	15	113	108
Occasional Students	5	5	10	10
	<u>173</u>	<u>21</u>	<u>194</u>	<u>187</u>

TOTAL STUDENTS IN ATTENDANCE

2048 1846

STUDENTS GRADUATED 1962

Arts, Science and Commerce (May 1962)	367
Doctor of Theology	-
Master of Theology	4
Bachelor of Divinity	31
B.A.'s.	7
Diplomas	29

TABLE II

VICTORIA COLLEGE
ENROLLMENT 1961-62

	<u>Men</u>	<u>Women</u>	<u>Total</u> <u>1961-62</u>	<u>Total</u> <u>1960-61</u>
First Year	369	348	717	602
Second Year	272	263	535	494
Third Year	217	195	412	404
Fourth Year	96	71	167	147
	<u>954</u>	<u>877</u>	<u>1831</u>	<u>1647</u>
Special Students	18	5	23	12
	<u>972</u>	<u>882</u>	<u>1854</u>	<u>1659</u>

TABLE III

VICTORIA COLLEGE ENROLMENT BY COURSES AS OF 1 DECEMBER, 1961.

	First Year	Second Year	Third Year	Fourth Year	Total
GENERAL COURSE	223	274	217	-	714
GEN. COURSE IN SC. 60	42		23	-	125
<u>HONOURS COURSES</u>					
Classics	1	11	-	1	3
E.L. & L.	43	1	13	80	
Lat. (E. or I.)	1	1	-	2	
Lat. (F. or G.)	12	3	2	4	21
M.H. (E.)	21	4	6	4	35
M.H. & M.L.	18	13	2	2	35
M.B. & L.	47	31	15	13	106
M.N.E.S.	-	1	2	2	5
M.N.E.S.	1	-	-	-	1
Art & Arch.	11	3	3	3	20
Music	-	2	-	-	2
P.E.N.	10	5	3	5	23
Soc. & Phil.	135	-	-	-	135
anthrop.	-	9	-	-	9
Mod. Hist.	-	36	4	4	44
Phil.	-	2	23	27	86
F.S. & E.	-	1	1	3	6
Psych.	-	11	12	14	37
Sociol.	-	9	8	10	27
	-	-	2	3	5
M.F.C.	48	-	-	-	48
Science	26	-	-	-	26
M. & F.	-	13	25	15	53
F. & C.	-	7	5	2	14
F. & G.	-	2	1	-	3
Chem.	-	5	2	1	8
Biol.	-	5	4	3	12
Fd. Chem.	-	-	-	1	1
Geog.	-	1	3	5	9
Geol. Se.	-	1	4	2	3
F. & E.	-	4	3	3	11
H. Econ.	10	8	11	13	42
C. & F.	54	28	24	14	120
	717	535	412	167	1,831

TABLE IV

VICTORIA COLLEGE

GEOGRAPHICAL DISTRIBUTION 1961-62

SUMMARY	I	II	III	IV	Total
Metropolitan Toronto	490	361	274	112	1237
Ontario	219	161	127	52	559
Quebec	2	2	1	1	6
Alberta	2	-	-	-	2
Saskatchewan	-	2	1	1	4
British Columbia	-	2	1	-	3
Prince Edward Island	-	-	1	-	1
U.S.A.	1	3	2	-	6
Bermuda	1	-	-	1	2
Kenya	2	-	-	-	2
The West Indies	-	4	3	-	7
England	-	-	1	-	1
Japan	-	-	1	-	1
	717	535	412	167	1831

PERCENTAGES OF TOTAL

	I	II	III	IV	Total
Toronto (Metropolitan)	68.3%	67.5%	66.5%	67.1%	67.6%
Remainder of Ontario	30.6%	30.1%	30.8%	31.1%	30.5%
Outside Ontario	1.1%	2.4%	2.7%	1.8%	1.9%

TABLE V

VICTORIA COLLEGE						
RELIGIOUS DENOMINATION 1961-62						
	I	II	III	IV	Total	%
United	443	321	229	77	1070	58.4
Anglican	123	76	64	26	289	15.8
Presbyterian	47	52	31	13	143	7.8
Baptist	23	29	8	8	64	3.5
Lutheran	32	11	15	4	62	3.4
Protestant	1	3	23	27	54	3.0
Miscellaneous	43	43	33	7	126	6.9
No religion given	5	4	9	5	23	1.2
	717	535	412	167	1831	100.0

TABLE VI

EMMANUEL COLLEGE		
INTRAMURAL STUDENTS	1961-62	1960-61
Graduate students in Theology	13	6
Undergraduate students in Theology:		
First Year	27	44
Second Year	38	27
Third Year	33	25
B.S.E.	15	12
Occasional students	10	10
	136	124
Part-Time Intramural students:		
Candidates for Th.M.	50	50
Candidates for Th.D.	8	13
	194	187
GRAND TOTAL	194	187

Included in the Victoria College enrolment for 1961-62 there were 39 certified candidates for the ministry pursuing their Arts course, and distributed as follows:

First Year	14	13
Second Year	11	11
Third Year	7	13
Fourth Year	5	4
Special Students	2	1
	39	42

Arts students enrolled in Religious Knowledge	593	528
---	-----	-----

TABLE VII

VICTORIA COLLEGE
STUDENTS IN RESIDENCE

a) Victoria College - Number of students in residence

	I	II	III	IV	Total	Grand Total
<u>1961-62</u>						
Men	61	44	37	22	164	420
Women	91	84	55	26	256	
<u>1960-61</u>						
Men	53	48	32	16	149	404
Women	86	73	68	28	255	

b) Victoria College - Total Regular Enrolment

	I	II	III	IV	Total	Grand Total
<u>1961-62</u>						
Men	369	272	217	96	954	1831
Women	348	263	195	71	877	
<u>1960-61</u>						
Men	315	273	216	74	878	1647
Women	287	221	188	73	769	

c) Victoria College - Percentage of students in residence

	I	II	III	IV	Total	Grand Total
<u>1961-62</u>						
Men	17%	16%	17%	23%	17%	22%
Women	26%	32%	28%	37%	29%	
<u>1960-61</u>						
Men	17%	18%	15%	22%	17%	25%
Women	30%	33%	36%	38%	33%	

d) Emmanuel College - Number of students in residence

	I	II	III	Post Graduate	Total
1961-62	9	10	17	4	40
1960-61	15	16	11	6	48

VICTORIA UNIVERSITY

72E

REPORT OF THE BURSAR TO THE BOARD OF REGENTS
FOR THE YEAR ENDED JUNE 30, 1962

My report this year will be brief in comparison with those presented since I assumed the office of Bursar over ten years ago. It is a matter of great personal regret that my final year as Bursar has been marked by ill health and extended absences from my office. I am greatly indebted to Mr. Dinsmore and to Mr. Stokes for their splendid co-operation and for the many responsibilities undertaken by them on my behalf.

I shall just touch very briefly on the results of operations of the Men's and Women's Residences for last year. The Women's Residences had a surplus of \$ 4,569, after appropriating \$ 12,000, for replacements and renovations. In contrast the Men's Residences suffered another substantial loss of \$ 14,707, half of such loss being referred to by the increase of \$ 7,000, in heating costs. (This item is more fully referred to by the Treasurer and by the Superintendent of Buildings and Grounds in their reports). The Men's Residences at usual wrote off \$ 8,000, depreciation in furnishings and improvements. This amount plus the increase in heating costs slightly exceeds the deficit on operations. Weywood Students Union had a surplus of \$ 1,564..

Summer Business

This past summer was most successful and was marked by a greater diversification of Conventions and Conferences than we have ever had before. The list is interesting, opening with the Conference of our own Board of Colleges & Secondary Schools in May, this was followed by the Toronto Conference of the United Church. Throughout almost the entire month of June we had the School of Linguistics consisting of 80 trainees Missionaries to learn foreign languages quickly before proceeding to foreign fields. The United Church had the largest representation at the school. There is every expectation that we shall have the school with us again next summer. At this same time we had the Baptist Conference and the Army Chaplains Conference. Of special interest was the biennial Conference of the American Association of Theological Schools. This was the first time the Conference had been held in Canada and resulted from an invitation extended two years ago by Emmanuel College. The group was thrilled and delighted with their accommodation in Margaret Addison Hall, their meals in Annesley Hall and the splendid arrangements made for their meetings by the Principal and staff of Emmanuel College. The Shriners were with us for four days at the beginning of July. We had the Temple from St. Paul, Minnesota. They were loud in their praises of the comfort of their accommodation in the Men's Residence and the beauty of the campus. In writing to express thanks & appreciation after their return home their Treasurer said our campus was like a chapter out of an English novel. The National Youth Orchestra, 40 men and 35 women, were with us for their rehearsal period in August and this also worked out in most satisfactory fashion. The Ballet School was also with us for six weeks. In addition to these groups and conferences we had about our usual number of examiners and markers and students attending summer school. We also had a large group over Labour Day week-end who came from all Provinces for the Physical Fitness demonstrations at the Canadian National Exhibition.

A comparison of results for the past two summers is interesting.

<u>Women's Residences</u>	1961	1962
Kensley Hall	\$ 4,112.00	\$ 4,305.00
Margaret Addison Hall	\$ 20,105.75	\$ 18,115.32
Dining Hall	\$ 5,102.32	\$ 6,079.33
	\$ 29,320.07	\$ 28,500.65

<u>Men's Residences</u>	1961	1962
Residence	\$ 13,725.00	\$ 16,766.40
Dining Hall	\$ 1,152.10	\$ 640.50
	\$ 14,877.10	\$ 17,406.90
	\$ 44,197.17	\$ 45,667.35

Student Loans

In the fiscal year ending May 31st, 1962, loans amounting to \$ 6,757, were made to students enrolled in Victoria College and during the same period \$ 5,058, was repaid by students. Many loans amounting to several hundreds of dollars have been repaid over recent weeks. Until the opening of the present academic year the Bursar interviewed all applicants and gave a brief memo of his recommendation to the Principal (or in his absence the President). This procedure was carefully reviewed this past summer and has resulted in an entirely new system being put into effect. Every applicant for a loan must now apply to the Executive Assistant and either he or the applicant completes a lengthy form, showing in considerable detail the applicant's financial needs and proposed means of repayment. At conclusion of the interview the Executive Assistant adds his own comments and makes his recommendation as regards amount of loan, time and terms of repayment and then forwards the application to the Controller who reviews all the facts, adds his comments and then forwards the application to the Bursar for final decision. While this system has only been in operation for a very brief period it is working out well and gives us a much more complete record of each transaction. It is interesting to note that the average time required for each interview, including completing the application form, works out at between 30 to 40 minutes.

The Living Endowment & The Varsity Fund

Our Living Endowment was launched ten years ago on the 20th October, 1951, and up to 31st December, 1961, we had received \$ 199,989.60. A year ago this spring the University of Toronto organized the Varsity Fund and urged that all Faculties and Colleges which had their own annual appeals should join the Varsity Fund Organization. After extended negotiation Victoria agreed to join on the understanding that all contributions made by Victoria's graduates and any contributions made by non Vic Graduates and marked for Victoria would be paid over to Victoria. Our own appeal had been made early in 1961 and in late spring and early summer the Varsity Fund in co-operation with our Organization made a second appeal to Victoria's Grads largely through telephone soliciting and closed off with a final appeal in the late fall. Through this combined effort over \$ 38,000, was received, a new high for any one year and an increase of \$ 9,000, over 1960. Possibly the most significant feature was the fact that 522 Vic Graduates contributed for the first time. In 1962 the appeal was made

solely by the Varsity Fund and up to the 5th of September slightly over \$ 23,000, has been subscribed and paid by 1590 contributors. There appears some real possibility that last year's record may be beaten. Splendid co-operation has been shown by our graduates and once they understood the situation were perfectly happy to send their contribution directly to the Varsity Fund, knowing that in due course it would come through to Victoria.

The National Fund

Just recently Victoria received her portion of the 45th distribution made by the National Fund and to date has received \$ 1,128,375. Pledges still outstanding and payable over the next two years amount to some \$ 5,000,000..

The Book Bureau

Miss Doris Trott, our efficient Manager, has had another successful year with sales amounting to \$ 61,066, a new all time high. There was a net surplus of \$ 3,150, which may be regarded as highly satisfactory in view of increased cost of operations including higher salaries. I would again remind all members of the Board that their patronage is solicited and that they receive a discount of 20% on all purchases as do members of the academic and administrative staff. If the book or books you want are not in stock, they can be secured for you.

Again this year I requested Mr. F. C. Stokes, our Superintendent of Buildings and Grounds until his promotion to Bursar, to give me a memorandum which might be included in my report covering his work and accomplishments for the past year. The following is Mr. Stokes' memorandum:

"The past year saw a return to more normal operations in the Department of Buildings and Grounds after nearly three years of new construction activity and dislocation of services both by our expansion program and the construction of the University subway system.

The fall term (1961) was highlighted by the official opening and commencement of operations of the new library. Fortunately, due to the high calibre of work supervision given by our architect, Gordon S. Adamson and Associates, there were fewer mechanical defects and adjustments required in our new library than we might have expected in a building with so much complex mechanical equipment. The language laboratory was installed during the winter months and completed in May 1962, too late to be of much assistance to the undergraduates but it was of real assistance to the School of Linguistics which occupied our residence and academic buildings during the month of June.

On Bloor Street, The Britannica House neared completion and the new Colonnade Building was started, in order to speed construction of the latter building additional property was leased for a short term to permit the entry of equipment and materials to the site from Sultan Street. Work on the Colonnade Building is progressing very rapidly.

During the year the old Vic Gym received its first coat of interior paint. When the dust of many years was removed from the ceiling and rafters, 60 gallons of paint were sprayed on, giving the old building a new elegance.

Modifications to the steam system were undertaken during the summer of 1961. The condensate return lines are now operating under pressure and each building unit now has its own meter, providing a more accurate assessment of the steam requirements of each building. The new system of steam measurement has disclosed the embarrassing fact that the men's residences and Burwash Hall have used more steam than was formerly estimated and the increased allotment of costs of steam against these buildings has produced another deficit in the Residence operations.

The summer of 1962 saw further improvements in the landscaping around the Victoria College building and Burwash Hall. Our landscape architect, Mr. Austin Floyd designed a new courtyard between these two buildings and improved an area badly cut up by sidewalks and driveway. A new service entrance was also provided for Burwash Hall as the old archway proved quite inadequate for to-days delivery vehicles. Some improvement was made in the area surrounding Emmanuel College with planting trees and sodding the area disrupted by subway construction. Further improvements in this area were anticipated but because of delays in subway construction could not be carried out.

I regret to report that in July 1962, our monthly inspection by the Cedarvale Tree Experts revealed that two of our finest elm trees were the victims of Dutch Elm disease and they had to be removed. It is planned to replace these two with another variety early in the spring of 1963. If the Elm Disease continues unchecked throughout the Province we may be faced with a large scale tree replacement program in the years to come.

One of the most pressing problems, the provision of space for academic offices was met by the acquisition of a tenanted property at 100 Charles Street West. This fall of 1962. While this provides reasonable accommodation, it is far from the ideal solution to our housing problems.

In July 1962 Mr. J. B. Scott became Superintendent of Buildings and Grounds. Under his guidance work was undertaken in South House to provide a larger Common Room & Kitchenette. The former Common Room became two student rooms, one single and one double. In Gate House a room originally designed as a Porter's Lodge, but recently used as an office for Acta Victoriana was incorporated into the Residence, giving Gate House our first split level accommodation and providing two more student rooms. In Burwash Hall washroom accommodation for the female staff was rebuilt providing improved facilities for staff and new washroom accommodation for women guests attending functions in Burwash Hall.

An examination of the towers on Victoria College revealed that many of the tiles on the roof were in danger of falling. During the past summer all the tiles were removed and reroofed with copper nails, a job which required much skill on the part of the steeplejacks and much expense on behalf of the Property Committee. This work was completed by the second week of September. During the third week in September one tower was struck by lightning and \$ 200. damage was incurred. This time at the expense of our insurance company.

There were other improvements in landscaping which may be mentioned, the front driveway of Annesley Hall and the driveway to the Field House and Carpenter shop were paved, a new sidewalk was provided East of the Birge - Carnegie Library and a part of the playing field was resodded. It is anticipated that in the next few years further work of this nature may be undertaken to improve the campus and the setting for our many fine buildings."

In closing this report I do so with a deep sense of appreciation and thanks to the many members of the Victoria staff who have been so wonderfully helpful and co-operative throughout my time as Bursar. To the members of the Board of Regents, and especially to its officers and chairman of the committee, I owe a tremendous amount for their ever ready counsel and advice and co-operation. I look back over these years as among the happiest of my life and am grateful to Victoria for what it has done for me. My every good wish goes to my successor, Mr. F. C. Stokes, and to those closely associated with him in the work and responsibilities of the Bursar's office.

Respectfully submitted this 4th day of October 1962.

Wilfred C. Jones

VICTORIA UNIVERSITY
REPORT TO THE BOARD OF REGENTS

of the
PRESIDENT

for the session
1961 - 1962

Mr. Chairman, Ladies and Gentlemen:

The 1961-62 session, upon which it is now my duty and privilege to report to the Board of Regents, was the one hundred and twenty-fifth year of Victoria's history. It is appropriate that this report should begin with a reminder of the purposes which were written into the founding instrument, the Royal Charter of 1836. While this Charter makes provision for proper organization and administration it also manifests the underlying concerns which led the founders to establish the institution. These concerns were that higher education should be made available to those who could profit by it regardless of religious affiliation or social rank and that a vital relationship be maintained between the educational enterprise and the principles of the Christian faith.

The words of the Charter state, "We being desirous to maintain sound and useful learning in connection with Christian principles and highly approving of the design for promoting the same" But "no religious test or qualification shall be required of or appointed for any person on his admission as a student or a scholar into the said Academy."

The terms of this remarkable document were intended to meet a particular situation in the Upper Canada of that day. The intolerance of one Christian communion which would limit higher education to those who would subscribe to its standards of faith threatened the freedom of education in the new country. The saddle-bag preachers of the Methodist Church could not permit this to happen and so they sought the establishment of an institution where such freedom was guaranteed. Yet they also made sure that the claims of the Christian religion should have a vital place within the academic community they were founding by making them an integral part of the educational process and by relating the new institution to the Church through its governing body.

Thus the Charter of 1836 provided for freedom and faith within the bounds of one academic community. These two goals of the tension which has helped to shape Victoria for the one hundred and twenty-five years of her life. The differences between the Academy in Cobourg in 1836 and the University in Toronto in 1962 are enormous but the goals of freedom and faith still help to structure the present institution with its

two constituent Colleges. The threat to the availability of higher education now comes from other sources and the claims of the Christian faith must now find a wider setting but the present living relationship with the founding Charter should be manifest as we review the life and work of Victoria University in the 1961-62 session.

One of the ways in which the Church relationship of Victoria is still maintained is through the election of a majority of the Board of Regents by the General Council of The United Church of Canada. Every two years twenty-two nominations are forwarded through the Board of Colleges and Secondary Schools to the General Council for final action. This fall (1962) all the present Church-appointed members of the Board were returned to office and one new member was added to fill a vacancy caused by death. The new member is Mrs. J. D. H. Hutchinson, M.A., J. D., Chairman of the Board of United Church Women, whom we now welcome to the work of the University.

The remaining members of the Board, with the exception of four who are co-opted, are elected quadrennially by the graduates of Victoria and Emmanuel Colleges. June 1962 was election month and as a result several new members have come on the Board. We are delighted to welcome Mrs. George Dickie, '35, and Mrs. Roy Wood, '31, among the Victoria graduates and the Rev. George Morrison and Dr. W. F. Banister from the Emmanuel side of the family. At this election time, several members who had long served the Board terminated their period of office. Of these, Mrs. J. S. Bennett had served the Board continuously since 1931 and was for many years the Chairman of the Women's Committee. Another retiring from the Board was Mrs. Burns Plesner who was particularly active on the Public Relations and Residence Committees. There were also Dr. William Findland of Niagara Falls and Dr. T. T. Faichney of Niagara-on-the-Lake who were most faithful in the work of the University and were especially concerned with Emmanuel College. To all these colleagues a grateful Board says, "Thank You."

All members of the Board will hear with deep regret the intimation of Mr. H. E. Langford that he is resigning from the Chairmanship. His term of office has been marked by substantial achievements in every area of the University's life. The building programme has been carried to completion, the staff of both Colleges has been increased to match the growing student body and new teaching responsibilities have been undertaken in the University. The Chairman's understanding of the situation, his vigour of the mind and venturesomeness of spirit have combined to make all this possible. I cannot permit this occasion to pass without registering warmest appreciation of his unusual leadership. It is a source of delight and reassurance to know that he will continue his very active participation in the work of the Board and its Committees.

Another arm of government in the University is that of the Senate which is composed of all full-time members of the teaching staff, the retired members and elected representatives of the graduate bodies of Emmanuel and Victoria Colleges. The latter members are elected quadrennially at the same time as members of the Board who represent graduate groups. This year's election brought new names to the Senatorial lists with the election of Mrs. L.J. Henry, Dr. Victor Levan and the Rev. A.J. Waters, whom we welcome to the duties of the Senate for the first time. The remaining graduate places were filled by the re-election of the present members. Mrs. Frank Spence, Dr. Forward, the Revs. Floyd Honey and George Rousom did not stand for re-election. Victoria and Emmanuel Colleges are indeed grateful to these loyal graduates who have served with their time and gifts the academic welfare of Victoria University.

Major changes took place during this last session in the group which carries some of the major administrative responsibilities of the University. First of all, June 30th, 1962 was the retirement date of the Bursar, Mr. Wilfred C. James, who had carried the heavy responsibilities of that office since November 1951. His bursarship was marked by the rapid expansion of the whole institution with all the complex problems which accompanied it. It is difficult to speculate on how those problems could have been met without the steady, practical and wise leadership of Mr. James. He gave meticulous attention to detail yet had a vision of what might be. He was always a helpful colleague to his fellow staff members, a friendly counsellor of many students and a worthy representative of the University to graduates and the general public. The entire Victoria community joins in an expression of grateful appreciation of the services of this friend and colleague. He is to continue part-time for the session 1962-63 as Executive Assistant.

The Board appointed Mr. F.C. Stokes as Bursar in succession to Mr. James. He had been the very capable Superintendent of Buildings and Grounds for more than a decade and in that office had gained an intimate knowledge of the whole University operation. We face the future with confidence as he assumes the duties of his new office. Some rearrangement of administrative duties took place at the time of Mr. James' retirement which was marked by the appointment of Mr. Keith Dinmore, the chief accountant, as Controller. His experience in the accountant's office has thoroughly qualified him for the widened financial responsibility of the newly created office. The assistant Superintendent, Mr. J. Scott, succeeded Mr. Stokes in the superintendent's office.

My report on the life and work of Emmanuel College must begin by the recording of the deaths of two former members of the staff. The Rev. Dr. A.D. Matheson, Principal of the college from 1945 to 1956 and Professor of Homiletics and Pastoral Theology during that time, died in June, 1962. A scholarly pastor, a wise counsellor, a gentle Christian, he had a lasting influence upon those with whom he came in contact during his

term of service in this University. The Rev. Alfred Johnston who died in September of this year, had served both the Faculty of Theology in Victoria and later, when it was founded, Emmanuel College. To his fields of Church History and Homiletics he brought an eloquent scholarship which stimulated many generations of students.

Faced with the impending retirement of Dr. K. Cousland as Principal of Emmanuel College on June 30th, 1963, a special committee of the Board of Regents was asked to recommend a successor. This Committee, with a membership representative of the Church, the University and the Alumni, made a thorough study of the situation and recommended the appointment of the Rev. E.S. Lautenslager, B.A., B.D., D.D., minister of St. Andrew's Church, Sudbury and President of Huntington University. The recommendation was unanimously adopted and the appointment, which would become effective on July 1st, 1963 was later confirmed by the Board of Colleges and Secondary Schools of The United Church of Canada. Further reference to Dr. Cousland's retirement and Dr. Lautenslager's assumption of the responsibilities of office will be more appropriately made in next year's report.

The members of the staff at Emmanuel College have, as usual, had a busy year in which a demanding teaching programme was augmented by many other duties which included preaching, writing and committee work. One of the major events of the year was the holding of the Biennial Meeting of the American Association of Theological Schools in Emmanuel College. This brought two hundred delegates from all over North America to our campus for their three-day conference and required a great deal of careful planning for its successful operation. It was reassuring to note the respect with which our theological scholars were regarded and it was gratifying to hear the many compliments paid to the arrangements made for the meeting. Not since 1937 had this Organization held its sessions in a Canadian institution which made the success of the 1962 meeting all the more important.

During the fall of 1961 and the winter of 1962 the Lay School of Theology was held in Emmanuel for the second successive year with an attendance of 175 church laymen. The programme included substantial portions of Biblical, Theological and Historical study as well as subjects of practical and general interest. Not only did Dr. Cousland and his staff assist in the preparation of this important educational project but they also assumed a goodly proportion of the teaching of the classes.

No new appointments were made to the staff during the year but plans are being made to add second staff members in some departments when the new Principal and a new professor of Church History are appointed. Meanwhile the academic structure of the College is being strengthened both for undergraduate and graduate work by greatly increased purchases of books and periodicals. This has been made possible by matching grants from the Sealantic Fund (through The American Theological Library Association) and the Board of Regents. The grant from the American Fund

is \$3,000 a year for three years which means a total with the Board grant of \$6,000 a year. This sum is in addition to the annual Library appropriation and means that at the end of three years the College will have Library resources much more adequate for its scholarly programme.

The member of staff who was on leave from January to September 1962 was Professor Robert Dobbie who carried on research work in Cambridge, England, in Germany and in the Holy Land. He has now returned and resumed his work in the Department of Old Testament Language and Literature. Professor Greer Boyce of the Department of Homiletics and Pastoral Theology was honoured by Queen's University at the May Convocation by the conferring on him of the degree of Doctor of Divinity (honoris causa). During the year, Professor J. Guthrie resigned from the office of Director of Graduate Studies and his place was taken by Professor W.O. Fennell.

Student registration at Emmanuel increased in 1961-62 to a total of 113 undergraduates (15 of whom were registered for the Bachelor of Religious Education degree). The enrollment this fall '62 has remained approximately the same although the graduation class is likely to be the largest in the history of the College. The student body represents a number of professions, many Universities and seven countries -- a varied and exciting group! Members of the Board will note that last year there were 71 candidates studying for graduate degrees, a number that taxed the time and energy of the staff in the work of teaching and supervision. In the light of this situation a limitation was imposed upon those who were applying for admission to graduate work this year (1962). Even with such limitation there is still a large group, particularly those who are undertaking full-time graduate study, in which classification there is the greatest number to be registered in the College's history.

The student life of 1961-62 revealed great vigour both in academic work and in extra-curricular activity. One project in particular must be mentioned in this report. Mindful that their beloved Principal would retire in 1963, the students wished to honour him by the establishment of a Lectureship in his name. They gave generously of their own limited resources and also enlisted the support of Emmanuel graduates. As a result they were able to fund the Cowland Lectures and to have the inaugural series in March of 1962. The first lecturer was Dr. Kenneth Scott Latourette of Yale whose lectures were delivered on three successive days to a crowded lecture hall. The students are to be congratulated on the method they have chosen to honour Dr. Cowland and on the way in which they have carried it out.

In Victoria College, Principal Frye continues to offer scholarly leadership of the highest order as he not only conducts the affairs of the College but makes singularly brilliant contributions to the world of learning at large. He is gathering a staff in the College which will maintain the same high standing it has always had and will be of sufficiently large number to cope with the increased size of the College. New appointments this year constitute the largest single addition to the Victoria staff. They include:

Dr. Donald Greene, Associate Professor of English, from the University of New Mexico.

Dr. Denton Fox, Assistant Professor of English, from Yale and Grinnell.

Mr. W.G. Glasco, Lecturer in English, from Oxford and the University of Toronto.

Dr. H.R. Secor, Assistant Professor of French, from Vassar College.

Dr. Pierre Spriet, Assistant Professor of French, from University of Illinois.

Mr. P.A.R. Bouissac, Lecturer in French, from Paris.

Dr. D.G. Mowatt, Assistant Professor of German, from University of London.

Jr. Adair Jala, Assistant Professor of Classics, from University of New England, Australia.

Dr. W.E. McLeod, Assistant Professor of Classics, from University of Western Ontario.

Dr. E.J. Revell, Lecturer in the Department of Near Eastern Studies, from University of Toronto.

Mr. J.M. Estes, Lecturer in the Department of History, from Ohio State University.

In addition to this group of appointments there are of course a number of instructors and teaching fellows to assist each department. The name of Mr. Estes in the above list represents the first appointment Victoria has made under the new agreement with the University regarding teaching in non-college subjects. A special arrangement with the Spanish department had preceded the formal agreement with the result that we not only have a Lecturer in History but also an Assistant Professor and two teaching fellows in Spanish. The way is now open to a reasonable broadening of the basis of instruction within the College and for this opportunity we are deeply grateful to President Bissell, Jean Bladen and their colleagues whose cordiality and cooperation have made it possible.

The retirements this past year have removed from the list of active staff names that have long been there. Dr. Grant Robertson of the Classics Department has now retired from teaching responsibilities, thus removing a name from the Victoria roster that has been continuously there since 1894. Dr. Robertson and his father Dr. J.C. Robertson have

taught at the College throughout that period. Also retiring from active teaching was Dr. W. E. Staples who has been on the staff in the Department of Near Eastern Studies since 1931. These distinguished scholars will be greatly missed from our ranks. Professor J. A. Surerus has reached the age of retirement and has now assumed duties of special lecturer in the Department of German. Just to keep himself busy he has also accepted the appointment of visiting Professor of German at Waterloo Lutheran University. Professor R. K. Arnold has been appointed chairman of the Department in succession to Professor Surerus.

The following promotions were authorized by the Board of Regents at its May meeting 1962:

Dr. Christopher Love from Associate Professor to Professor of English.

Dr. John Macpherson from Associate Professor to Professor of Near Eastern Studies.

Dr. Robert Farquharson from Lecturer to Assistant Professor of German.

Dr. Charles Genno was promoted from Instructor to Lecturer in German.

Several members of staff were away on leave of absence for purposes of scholarly research. These included Professor Francis Sparshott, who spent the year in London and Oxford and Professor Kenneth MacLean who was in the United States. Special summer leaves were undertaken by Professors Trethewey, Rathé and Field. This is a very important and significant part of Victoria's programme as the leaves enable professors to do research and writing that are not possible with the normal teaching load.

Honours have deservedly come to members of the staff which include honorary degrees for Principal Frye from Mount Allison (D. Litt.) and Queen's (LL. D.) and Professor John Macpherson from the United Theological College, Montreal (D. D.). Professor Laure Riése was also accorded one of the highest awards of the French Academy for her new book "Les Salons Littéraires Parisiens." There were also the following members of staff who achieved their doctorates by examination: Professor E. G. Clarke (Leiden) Dr. Revell and Dr. Genno from the University of Toronto. The members of staff have been active not only in the conduct of College and University affairs but have been engaged in special lectures, learned societies, radio and television. They are establishing the name of Victoria in many parts of this continent and across the seas.

The student enrollment followed the pattern which had been predicted, namely, it increased by 10% over the previous year with a total of 866. The distribution of the students over the various courses was not greatly different although the college subjects were more heavily subscribed

than in previous years. The incoming class brought a goodly proportion of Ontario scholars to the College, while the examinations at the end of the year showed a decline in the failure rate over the four years. We hope this is an indication that a growth in the size of the College is not marked by a decline in its standards. The registration in the fall of 1962 has brought the total number of students to 2052 and a first year of 866, which means that the optimum size of the College (2200) is rapidly being reached. The problems of limitation are upon us!

The life of the students was much as usual during the session with the usual extra-curricular activities absorbing a great deal of time and energy. Championships have a habit of finding a resting place in this corner of the campus and last year was no exception. The Mulock Cup was won for a history-making fourth successive time. Not only did the hockey championship come to Victoria but the finals were played between two of the College's teams. Not all was muscle and brawn for the students held a very lively and successful Conference of the Arts. Famous painters, sculptors, critics and musicians were familiar figures in the College as they shared in well-planned panel discussions and met the students informally over a cup of coffee. That Victoria plays its full share in the life of the University is indicated by the fact that both President and Associate President of the Students' Administrative Council and the co-editors of the Varsity were all students from this College.

The religious life of the College showed vigour of thought and action as the Chaplain, Dr. Kingsley Jobin, supervised and directed its course. The formal programme included daily chapel service which had an encouraging attendance climaxed by a week when the chapel was crowded out for the services conducted by Dr. George Birch. The Sunday services provided helpful University preaching and excellent Church music by the chapel choir but the attendance was small. A change has been made this year to a weekly vesper service at 5.15 p.m. on Wednesdays. Groups for open discussion of religious topics were organized in the residence while the Student Christian Movement and Varsity Christian Fellowship had an active year of study and worship. The Religious Knowledge courses continue to attract many students, indeed one class last year had 165 in it while others ranged from 25 to 100.

The above activities are only an outward sign of a religious dimension in the life of the students which is vital if not visible. Many courses of study and many members of the College are concerned in teaching, conversation and counselling with matters essentially religious. Moreover, since this is a predominantly metropolitan institution many students continue to find their home churches the source of their Christian life.

The international concern of the student body was stimulated by the presence of representatives of seven or eight countries. Among these were two students from Kenya who were on scholarship aid provided by this Board. Both of them were successful in the examinations of the first year and are now continuing their course with Victoria's aid. Another sign of world concern on the part of this generation of students is their willingness to join in voluntary service overseas. Here again Victoria ranks high as members of the graduating class went to Ceylon, India, Africa and the West Indies. They serve as teachers, camp directors and counsellors, Y.M. and Y. W. C. A. assistants and even take part in construction projects.

This Board has also manifested its concern by giving aid to Overseas Colleges. During 1961-62 Professor George Boyle was loaned to Union Theological Seminary in Kingston, Jamaica. He not only assumed a heavy teaching load in Church History (where the Seminary was unable to make an appointment) but he also gave helpful counsel to the Committee which was seeking to draw terms of federation with the University College of the West Indies. He was active in the Student Christian Movement and in the life of the Churches of the islands. Since his return to Canada in July 1962 I have received many letters from College, University and Church leaders, all expressing their warmest appreciation of Mr. Boyle's services. This present session (1962-63) sees the plan continued by making Dr. Kingsley Joblin's services available to Chung Chi College in Hong Kong.

I recorded the opening of the New Library in my last year's report since that exciting day was still fresh in our memory at that time. It remains for this report to state that the promises and hope of that opening day have been more than fulfilled. This does not mean that the year was without serious problems occasioned by the move and by unfamiliar surroundings. But the students filled it the day after it was opened and it continued that way throughout the year. I must express my gratitude to Miss Ray and her staff for the excellent manner in which they dealt with the whole situation. I am sure I speak for my colleagues, when I say we are proud of the contribution which Victoria makes not only to her own students and Staff but to the University through her Library facilities.

Through the leadership of the Treasurer, Mr. Bryden, and those associated with him the financial situation of Victoria University continues to be a strong one. It would be impertinent of me to comment on it following the lucid report that was given this afternoon. Perhaps it will be sufficient to say that the difficult demands of the coming years can be faced more confidently as a result of our growing financial resources and the Treasurer's sound administration of them. Each year Victoria University is indebted to many generous donors and to them we express our thanks as we acknowledge the sum of \$99,665 in gifts. In particular the returns from the Variety Fund were a source of gratification and to those graduates who were responsible for the returns the University, or at least this person in the University would express appreciation. May I also acknowledge the work done by the Victoria Women's Association, the Victoria Alumnae and Alumni Associations and the Emmanuel Alumni Association, all of which have made

generous gifts and have fostered interest in the University and its two Colleges. Interesting and enjoyable reunions were held by the sixty, fifty, thirty and twenty-five year classes of Victoria and by the twenty-year class of Emmanuel. In addition the Emmanuel Alumni held their annual Conference in September with Dr. Seward Hillmer of Princeton as their special lecturer. One of the events of the Victoria Alumnae and Alumni which has proven most valuable is "Family Night" held each year in January. On this occasion high school students are invited for an evening programme which introduces them to the College and interprets University life to them.

Let me turn in conclusion to some consideration of the problems that confront us and some of the alternatives the future may hold in store for us. In Victoria College it is a problem of numbers as the tide of students seeking admission rises. A limit of 2200 students was set some years ago by joint action of the Board and the teaching staff. The College has nearly reached that total and must now consider ways of limitation that will prevent it from being swamped by sheer weight of numbers. The Council of the College has a planning committee which must soon study the situation but it is hoped that some unified plan with the rest of the University may be discovered which will prevent the chaos of unilateral action by each College.

Victoria, however, has had a tradition from its inception of making higher education as available as possible to those who are qualified to undertake it. Moreover the College has played an important rôle in the life of the University and must guard against a diminishing of its influence there. The further expansion of the present College to meet these factors would threaten its nature and quality as a Collegiate community in which the individual is not lost and in which a proper teacher-student ratio is maintained. There is another possibility and that is to sponsor one of the proposed new residential Colleges which are now being established by the University. Such an institution would not necessarily repeat the present College teaching programme but, with the University's consent, would provide an instructional and tutorial staff in selected subjects which would possibly include some science. There would be a substantial proportion of the student body in residence and it would be multi-faculty in nature. My own personal preference for the site of such a College would be on the West Campus but of course, this would depend upon an agreement with the University. Alternatively it might be sited on our own Campus where it would have the advantage of adjacent Library facilities and a certain geographical unity. By this device, however, Victoria might continue to open University doors to young men and women and at the same time maintain its rightful place of responsibility within the University. I have no doubt that Mr. McCibbon's Planning Committee will be making a careful study of these possibilities over the next few months.

A further problem confronts the planning committee which concerns the adequacy of Residence space, particularly for women. Miss Macpherson, the Dean of Women, now only places Victoria College out-of-town students and

still must refuse many. Should further space be made available? Will a new College meet the demands of the situation? These are urgent questions for which the Committee must seek answers.

Because the problem section of this report has dealt with Victoria College does not mean that Emmanuel College has no problems. I have already referred to the graduate responsibilities earlier in this report and also to the expansion of the Theological Library which must be preliminary to a development of any Emmanuel programme. Meanwhile a Planning Committee under the chairmanship of Professor W.O. Fennell is at work.

This is a President's portrait of Victoria University as he sees it in the 125th year of her history. Some of the lines of the original portrait have faded and disappeared but others remain fresh and firm. Some of those lines have been drawn in recently while still others are only tentatively being traced. It is my hope that they combine to convey to you strength and vitality that characterize the Victoria of today. She has within her sources of growth and renewal that will keep her in full vigour and prevent her from ever really growing old.

To all my colleagues on Board, Senate and Staff of the University, I extend my gratitude.

Respectfully submitted,

A. B. B. Moore,
PRESIDENT.

VICTORIA UNIVERSITY
TORONTO

FINANCIAL REPORT

May 31st, 1962

VICTORIA UNIVERSITY

Statement	CONTENTS	Page
	Treasurer's Report	1 - 2
	Auditors' Report	3
1	Balance Sheet	4 - 5
2	Statement of Operating Income, Expenditures and Appropriations	6 - 7
	Current Funds - supporting schedules	
3	Unexpended Appropriations	8
4	Accumulated Operating Surplus	8
5	Prizes, Scholarships, Bursaries and Student Loans	9
6	Special Trusts	9
7	Superannuation and Widows' Pension Fund	10
	Endowment Funds - supporting schedules	
8	Summary of Investments in Bonds and Stocks	10
9	Assets Held by Outside Trustees	11
10	Endowment Assets - Real Estate	11
11	Prizes, Scholarships, Bursaries and Student Loans	11
12	Special Trusts	12
13	Endowment for Chairs and Other Designated Purposes	12
14	Endowment Funds for General Purposes	13
15	General Investment Reserve	13
	Plant Funds - supporting schedules	
16	Real Estate	14
17	Plant Funds	14
	Blow Street Land Funds - supporting schedules	
8	Investments	10
18	Reserve for replacement of buildings and expansion	15
	Operating Statement - supporting schedules	
19	General Academic Expense	15
20	General Administrative Expense	15
21	Plant Maintenance	16
22	Group Insurance, Retiring Allowances and Pensions	16
23	Libraries - Operating Statement	16
24	Auxiliary Enterprises - Operating Statement	17

VICTORIA UNIVERSITY

TREASURER'S REPORT

to the Board of Regents,
Victoria University.

The accompanying audited financial statements constitute the financial report of Victoria University for the period ended May 31st, 1962.

A change in year and from 30th June to 31st May became effective this year so that the operations for the current period cover only eleven months.

Operations

A surplus of \$4,139, was produced from current general and educational operations (i.e. from other than the residence, union, book bureau and the Blow Street Land). It will be noted that the total of such expenditures amounted to \$1,197,862, for the eleven months, \$1,447, more than for the twelve months of last year.

The cost of operating the libraries has increased by \$19,738, to \$83,197. This was a result of expanded operations permitted by the new library building.

The item of "assistance to overseas colleges" amounting to \$10,000, was appropriated for the purpose of sending teaching staff on loan to certain overseas colleges who have need of this kind of help. Victoria University will pay the travelling expenses and salary of any members of the staff so engaged. During the academic year 1961/62 Professor George Rustle was sent to Union Theological Seminary, University of the West Indies in Jamaica.

The appropriation for prizes, scholarships, bursaries and student loans increased to \$10,000, an additional amount of \$5,000, was required specifically for student loan purposes. The demand for loans has increased, partly due to increased enrolment and partly due to the lack of adequate summer employment available to the students.

The item of "appropriation to the Royal Ontario Museum" of \$4,000, has reference to the total grant approved by the Board which is to be paid over a period of four years. Victoria University is participating in this way with the Museum, the University of Toronto and the other Federated Colleges in an archaeological program in the old city of Jerusalem.

The "other special expenditures" of \$7,670, consisted of expenses involved in the moving to and the opening of the new library.

An examination of individual items of expense as set forth in statements 19 to 22 inclusive, indicates variations from last year in differing amounts. Of significance is the increase in total plant maintenance expense (statement 21) as reflected particularly in wages, light and heat, telephone and grounds. All of these expenses were affected by the addition of the new library building.

With regard to income, the increase of \$66,138, to \$650,609, in tuition fees was a result of an increase in student enrolment at Victoria College from 1,261 to 1,806 full-time students.

The income from the Varsity Fund and Living Endowment shows a slight decrease from the previous year. This results from the fact that for purposes of this statement income includes only receipts reported from the Varsity Fund office to April 30th, 1962.

The reduction of \$5,715, in interest received on current funds was caused by the fact that current funds available for short term investment or deposit were substantially less during the year. This item should be considered in conjunction with the next item, namely "interest on loans to plant funds". The latter increased by \$5,125, during the year because more current funds were used in the completion and furnishing of the new library which resulted in less current funds being available for short term investment.

The reduction in the income from stocks and bonds of \$58,796, is partially explained in Note 2 under statement B which states that accrued interest on bonds is being included from now on in determining investment income. It also partly results from the fact that the period during which this income was earned in 1961/62 was only eleven months.

Buildings - Expenditures

Statement 2a shows the operating results for the year of the men's and women's residences, the Union and the Book Bureau. It will be noted that the men's residences produced a deficit although about \$1,500, less than last year. A contributing factor to the deficit was an increase of \$7,052 in the cost of light and heat. In prior years heat was supplied by the University of Toronto Heating plant and recorded by one meter for all Victoria University buildings South of Charles Street and the total consumption of the University of Toronto attached to a prearranged return system, meters were supplied for each building unit. The result has been a more accurate distribution of heat costs producing a substantial increase in the cost to the men's residences and Barbach Hall and a reduction in cost spread over other Victoria Buildings.

Endowment Funds

The mortgage payable with respect to 26 Charles Street West was paid off during the year. The total of real estate held for Endowment purposes was reduced because certain buildings which produced rental income were transferred to plant use. The building at 106 Charles Street West was utilized as staff housing for the women's residence and a St. Thomas Street was converted for use as business offices for Victoria University.

Plant Funds

With the completion of Margaret Addison Hall and the new Library the current building program terminated. The following statement indicates how these capital projects have been and are being financed:

Capital Additions		
Margaret Addison Hall - building	\$1,255,000	
Margaret Addison Hall - furnishings & equipment	195,815	\$1,450,875
New Library - building	1,338,000	
New Library - furnishings & equipment	159,216	1,700,140
Funds Provided for Financing to May 31st, 1962		2,860,033
Canada Council grants	1,041,670	
National Fund of the University of Toronto	1,079,100	
Unexpended plant funds at June 30, 1957	255,205	
Miscellaneous donations and bequests July 1, 1958 to May 31, 1962	102,196	2,478,071
Balance temporarily financed but to be repaid from further National Fund receipts and other sources		\$ 370,553

Floor Street Land

The reserve for replacement of buildings and expansion has reached \$191,095, out of the net proceeds of the lease on the Floor Street Land. The final payment of commission to the leasing agent was made during the year.

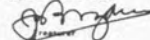
General

Increased student enrollment has, of necessity, compelled the University of Toronto to simplify registration and fee-taking procedures for the student. This has resulted in the Federalized Colleges utilizing the University of Toronto fees in addition to the regular college fees which, of course, has added to the work load of our accounting staff.

Since the completion of the building program last Fall more attention has been directed to improving the general appearance of the grounds and the older buildings, with noticeable results. Additional office accommodation for academic staff has been provided but the saturation point with respect to space for students and staff in the present buildings is rapidly being reached.

October 1st, 1962.

Respectfully submitted,



ALLEN, MILES, FOX & JOHNSTON

CHARTERED ACCOUNTANTS

ALLEN & MILES, P.C.A.
SUITE 401, 100, KING ST. W.
TORONTO, ONTARIO, CANADA

ALLEN, MILES, FOX & JOHNSTON
CHARTERED ACCOUNTANTS
TORONTO & CANADA

AUDITORS' REPORT

To the Board of Regents,
Victoria University.

We have examined the balance sheet of Victoria University as at May 31, 1962 and the statement of income, expenditures and appropriations for the eleven months ended on that date. Our examination included a general review of the accounting procedures and such tests of accounting records and other supporting evidence as we considered necessary in the circumstances. In this connection the securities owned by the University at May 31, 1962 were verified by certificate from the custodian, the National Trust Company Limited.

In our opinion the accompanying balance sheet and statement of income, expenditures and appropriations are properly drawn up so as to present fairly the financial position of Victoria University as at May 31, 1962 and the results of its operations for the eleven months ended on that date, in accordance with generally accepted accounting principles applied on a basis consistent with that of the preceding year, except for the change, in which we concur, in the method of accounting for bond interest referred to in Note 1, on Statement 8.

Toronto, Canada, September 25, 1962.

Allen Miles Fox & Johnston
CHARTERED ACCOUNTANTS

VICTORIA UNIVERSITY
BALANCE SHEET AT MAY 31, 1962

STATEMENT

ASSETS

CURRENT FUND ASSETS		\$ 172,935	
Cash and bank balances		24,555	
Loans and investments of students' deposits and other current funds		8,475	
Accounts receivable less allowance for doubtful accounts		7,815	
Staff loans			
Investments of provisions, supplies and Book Bureau merchandise - at cost		25,894	
Equity fund - accrued income		8,800	
Prepaid insurance and other expenses		19,359	
Balance of expenditure for renovation of furnishings not yet charged to operations		<u>70,715</u>	
	\$170,590	333,093	
Due from endowment funds			
Due from plant funds	<u>250,313</u>	<u>259,903</u>	\$ 702,996
ENDOWMENT FUND ASSETS		5,048,282	
Stocks and bonds (statement 3)		151,000	
Assets held by outside trustees (statement 3)		1,208	
Mortgages receivable		<u>182,100</u>	
Real estate (statement 10)		4,713,974	
		<u>5,048,282</u>	6,023,009
Deduct amount due to current funds			
PLANT FUND ASSETS		5,211,550	
Real estate (statement 11)		206,491	
Library books			
Furniture and fixtures		<u>5,005,059</u>	5,963,711
ASSETS RE BLOOM STREET LAND		18,157	
Bank balance		<u>172,228</u>	
Bonds (statement 3)		181,095	
Land on Bloom Street at least subject to long term lease		<u>385,840</u>	575,544
			<u>\$13,765,260</u>

VICTORIA UNIVERSITY

BALANCE SHEET AT MAY 31, 1962

STATEMENT I

LIABILITIES AND FUND BALANCES

CURRENT FUND LIABILITIES			
General			
Accounts payable and accrued liabilities		\$ 34,421	
Students' deposits and sundry current items		5,055	
Unexpended appropriations (statement 3)		146,796	
Federal grant received, referred to 1962-63		<u>250,960</u>	
Other deferred items		<u>3,132</u>	
		439,364	
Accumulated operating surplus (statement 4)			\$ 534,017
Restricted			
Unexpended current funds for prizes, scholarships, bursaries and student loans (statement 5)			82,320
Unexpended current funds for special trusts (statement 6)			21,915
Superannuation and widows' pension fund (statement 7)		<u>53,774</u>	<u>158,222</u>
			\$ 702,996
ENDOWMENT AND OTHER NON-EXPENDABLE FUND BALANCES			
Prizes, scholarships, bursaries and student loans - capital funds (statement 11)			697,893
Special trusts - capital funds (statement 12)			106,795
Endowment for Chairs and other designated purposes (statement 13)			975,380
Endowment funds for general purposes (statement 14)			2,156,313
General investment reserve comprising accumulated net gains on investments held (statement 15)			<u>2,100,626</u>
			6,023,009
PLANT FUND BALANCES AND LIABILITIES			
Plant funds (statement 17)			5,714,398
Due to current funds			<u>759,213</u>
			\$ 5,963,711
FUND BALANCES RE BLOOM STREET LAND			
Reserve for replacement of buildings and expansion (statement 18)			191,095
Balance of fund re land			<u>384,449</u>
			575,544
			<u>\$13,265,260</u>

VICTORIA UNIVERSITY
STATEMENT OF OPERATING INCOME, EXPENDITURES AND APPROPRIATIONS
FOR THE ELEVEN MONTHS ENDED MAY 31, 1962
(1961 figures are for the twelve months ended June 30, 1961)

STATEMENT 1

INCOME	1962	1961
STUDENT ACADEMIC FEES		
Tuition Fees	\$ 650,609	\$ 582,471
GIFTS AND GRANTS FOR GENERAL OPERATING PURPOSES (unrestricted)		
Varsity Fund and Living Endowment - total contributions	24,300	27,852
Board of Colleges and Secondary Schools	40,000	31,300
The Sustaining Fund (from churches)	1,500	650
Other	1,500	5,123
	65,400	70,905
GIFTS AND GRANTS FOR SPECIFIC OPERATING PURPOSES (restricted)		
St. Andrew's Chair for Public Worship	600	300
Lillian Halsey Traffic Estate Fund for training young men for the Christian Ministry	2,100	2,200
	2,700	3,000
RECEIPTS FROM SERVICES TO OUTSIDE ORGANIZATIONS		
The United Church Training School	6,000	6,000
University of Toronto School of Graduate Studies	19,200	19,200
	25,200	25,200
MISCELLANEOUS		
Interest on current funds	1,957	2,672
Interest on loan to plant funds	2,900	2,775
Parking	2,195	1,711
Other miscellaneous income	27	11
	12,079	12,169
ENDOWMENT INCOME		
From stocks and bonds (statement 8)	215,705	224,101
From outside trusts	28,356	25,647
From property investments	5,738	6,156
Mortgage interest	268	58
	250,067	307,972
Less transferred to special funds:		
Prize, scholarship and bursary funds (to statements 5 and 11)	(- 47,434)	(- 41,845)
Other special trust funds (to statements 5 and 12)	(- 26,225)	(- 8,200)
	198,389	261,921
FEDERAL GOVERNMENT GRANT FOR GENERAL OPERATING PURPOSES - portion retained by Victoria University	246,026	240,627
TOTAL EDUCATIONAL AND GENERAL INCOME	1,202,201	1,191,343
BLOOR STREET LAND		
Net income (statement 18)	119,407	71,688
AUXILIARY ENTERPRISES		
Income (statement 24)	471,537	449,549
	\$1,792,945	\$1,712,580

VICTORIA UNIVERSITY
STATEMENT OF OPERATING INCOME, EXPENDITURES AND APPROPRIATIONS
FOR THE ELEVEN MONTHS ENDED MAY 31, 1962
(1961 figures are for the twelve months ended June 30, 1961)

STATEMENT 2

EXPENDITURES AND APPROPRIATIONS	1962	1961
ACADEMIC		
Victoria College salaries	\$ 400,241	\$ 390,300
Commonwealth College salaries	110,483	110,258
Staff meals and travel fund appropriation	5,000	5,000
General expense (statement 19)	13,895	7,691
Libraries, annual appropriation (statement 3)	23,127	23,469
	652,746	646,720
ADMINISTRATION		
Salaries	116,924	117,110
Bank charges and foreign exchange - net	(- 213)	178
Mortgage interest paid	618	169
National Trust Company Limited - for services	2,795	3,015
Laundry grants	900	275
General expense (statement 20)	19,530	23,526
	140,694	144,273
PLANT MAINTENANCE		
Operating expense (statement 21)	136,894	116,217
MISCELLANEOUS		
General		
Legal fees	335	
Auditors' fees	1,300	1,500
Group insurance, retiring allowances and provision for pension funds (statement 22)	67,571	65,267
Assistance to overseas colleges	10,000	
Chapel expense	2,000	1,400
Tuition fees allowed to scholarship winners (to statement 5)	20,898	20,641
Appropriation for prizes, scholarships, bursaries and student loans (to statement 5)	10,000	5,000
Special disposition of Varsity Fund and Living Endowment	1,822	1,811
	114,203	95,719
EXTRAORDINARY OPERATING EXPENSE AND APPROPRIATIONS		
Leaseholdings	6,065	39,710
Appropriation for renovation of buildings and removal of equipment		
General	60,000	65,000
Residences	25,000	25,000
Special appropriation to operations of Residences	96,000	95,000
Appropriation to plant funds (statement 17)	4,000	
Appropriation to Royal Ontario Museum	7,899	5,823
Other special expenditures	192,875	255,331
TOTAL EDUCATIONAL AND GENERAL EXPENDITURES AND APPROPRIATIONS	1,197,862	1,196,245
BLOOR STREET LAND		
Appropriation to reserve for replacement of buildings and equipment (statement 18)	119,407	71,688
AUXILIARY ENTERPRISES		
Expenditures and appropriations (statement 24)	476,561	451,283
TOTAL EXPENDITURES AND APPROPRIATIONS	1,793,830	1,719,316
EXCESS OF EXPENDITURES AND APPROPRIATIONS OVER INCOME (statement 4)	(- 68,885)	(- 7,736)
	\$1,792,945	\$1,712,580

VICTORIA UNIVERSITY

UNEXPENDED APPROPRIATIONS

STATEMENT 3

	Balance at June 30, 1961	Expended	Appropriated	Balance at May 31, 1962
Sight loans and travel fund and assistance to overseas colleges	\$ 7,897	\$ 16,926	\$ 15,000	\$ 5,969
Merchandise fund	1,845			1,845
Library (statement 23)	2,822	85,748	83,197	271
Language laboratory	314	1,955	1,200	155
Renovation of buildings and removal of equipment:				
General	27,496	66,858	60,000	20,638
Residences and Weylland Union	86,352	7,724	27,000	115,118
	<u>\$127,151</u>	<u>\$178,757</u>	<u>\$196,397</u>	<u>\$144,796</u>

ACCUMULATED OPERATING SURPLUS

STATEMENT 4

	Balance forward June 30, 1961	Add excess of income over expenditures and appropriations for the eleven months	Balance at May 31, 1962
Educational and general	\$19,924	\$ 4,139	\$24,063
Auxiliary enterprises		(8,174)	40,749
Residences and Weylland Union	48,921	2,150	35,781
Book Bureau	22,321		30,781
	<u>\$99,415</u>	<u>\$14,005</u>	<u>\$113,420</u>

VICTORIA UNIVERSITY

PRIZES, SCHOLARSHIPS, BURSARIES
AND STUDENT LOANS - CURRENT FUNDS

STATEMENT 5

Unexpended balance of current funds at June 30, 1961	\$ 83,265
Deduct:	
Prizes, scholarships and bursaries awarded	181,749
Tuition fees allowed to scholarship winners	20,898
Student loans granted	<u>5,732</u>
	<u>111,400</u>
	(-28,135)
Add:	
Gifts - miscellaneous	25,618
- transferred from Living Endowment	1,500
Interest transferred from endowment income	47,349
Tuition fees allowed to scholarship winners	<u>130,898</u>
Appropriation from operating income for bursaries	5,000
Appropriation from operating income for student loans	<u>10,898</u>
Student loans repaid	<u>5,059</u>
	<u>111,562</u>
Unexpended balance of current funds at May 31, 1962	<u>\$ 83,130</u>
Balance available for the following:	
Future awards of scholarships, prizes, etc.	61,793
Ordinary bursaries	17,414
Student loans	<u>5,161</u>
	<u>\$87,130</u>

SPECIAL TRUSTS - CURRENT FUNDS

STATEMENT 6

Unexpended balance of current funds at June 30, 1961	\$ 31,482
Add:	
Gifts	\$ 9,261
Interest transferred from endowment income	<u>1,862</u>
	<u>44,610</u>
Deduct:	
Expenditures conforming to terms of trusts	21,418
Library endowment income transferred (to statement 23)	<u>1,277</u>
	<u>22,695</u>
Unexpended balance of current funds at May 31, 1962	<u>\$ 21,915</u>

VICTORIA UNIVERSITY

SUPERANNUATION AND VEDONS' PENSION FUND

STATEMENT 7

Balance at June 30, 1961	\$ 72,845
Add:	
Provision charged to current operations	19,260
	92,105
Deduct payment of benefits	28,361
Balance at May 31, 1962	\$ 63,744

SUMMARY OF INVESTMENTS IN STOCKS AND BONDS
AT MAY 31, 1962

STATEMENT 8

ENDOWMENT FUNDS	Book	Value at	Income
	Value	Market Quotations	
STOCKS			
Preferred	\$ 21,500	\$ 12,250	\$ 750
Common	1,086,551	2,362,929	69,925
	1,108,051	2,375,179	70,675
BONDS			
Government of Canada and Government guaranteed	810,500	782,210	26,214
Provinces of Canada and Provincial guaranteed	3,800,250	3,673,000	113,993
Other	121,541	126,950	5,253
	4,740,291	4,582,160	145,460
TOTAL	\$5,848,342	\$6,957,339	\$215,135
BONDS RE BLOOR STREET LAND			
BONDS			
Provinces of Canada and Provincial guaranteed	\$ 96,425	\$ 99,687	\$ 2,091
Other	74,313	73,500	1,522
	\$ 170,738	\$ 173,187	\$ 3,613

Notes:

- The method of accounting for interest on bonds has been changed to exclude from income, interest accrued but not received to the end of the fiscal period. Had the method of accounting not been changed, the income for the eleven months ended May 31, 1962 would have been greater by \$50,760.
- Book value denotes costs for securities purchased and market value at date received for securities donated to the University.

VICTORIA UNIVERSITY

ASSETS HELD BY OUTSIDE TRUSTEES
AT MAY 31, 1962

STATEMENT 9

Held by	Name of Trust	Amount
The Cleveland Trust Company	Hamilton Fish Bigger Endowment Trust	\$ 30,000
The Cleveland Trust Company	Hamilton Fish Bigger Bursaries Trust	10,000
The Cleveland Trust Company	Hamilton Fish Bigger Scholarship Trust	10,000
The United Church of Canada	G. S. Faircloth Bursary Trust	5,000
National Trust Company Limited	Sir Joseph Flavelle Bequest to Library	25,000
Canada Permanent Toronto General Trusts Company	Margaret Cavan Wilson Memorial Fund	1,500
Canada Permanent Toronto General Trusts Company	Ethel Treble and F. Louis Barber Travelling Scholarship	30,000
Canada Permanent Toronto General Trusts Company	Ethel Treble Barber Scholarship	10,000
National Trust Company Limited	W. P. Cavan Estate Scholarship	30,000
		<u>\$151,500</u>

ENDOWMENT ASSETS - REAL ESTATE

STATEMENT 10

Balance at June 30, 1961	\$257,232
Transferred to plant assets	
106 Charles Street West	\$ 31,000
6 St. Thomas Street	86,132
	<u>117,132</u>
Balance at May 31, 1962	\$142,109
Comprising the following properties:	
96 Charles Street West	25,580
100 Charles Street West	21,580
122 Charles Street West	20,043
106 Charles Street West	2,500
78 St. Mary Street	5,522
80 St. Mary Street (held for Frederick C. and Annie Stephenson Trust)	11,500
21 Sultan Street	27,965
23 Sultan Street	118,000
	<u>\$142,109</u>

VICTORIA UNIVERSITY
PRIZES, SCHOLARSHIPS, BURSARIES,
AND STUDENT LOANS - CAPITAL FUNDS

STATEMENT 11

Balance at June 30, 1961		2665,610
Add:		
Gifts	\$12,214	
Interest transferred from endowment income	<u>40</u>	<u>12,254</u>
Balance at May 31, 1962		<u>2677,864</u>

SPECIAL TRUSTS - CAPITAL FUNDS

STATEMENT 12

Balance at June 30, 1961		\$106,413
Add:		
Interest transferred from endowment income	\$ 357	
Gifts	<u>35</u>	<u>392</u>
Balance at May 31, 1962		<u>\$106,795</u>

ENDOWMENT FOR CHAIRS AND OTHER DESIGNATED PURPOSES
AT MAY 31, 1962

STATEMENT 13

M. H. Albano Staff Retiring Allowance Fund	\$ 55,777
Byzantine Library	50,000
George A. Cox Chair in New Testament	50,000
Sir Joseph Flavelle Chair in Oriental Languages	25,000
General Endowment - Theology - Emmanuel College	100,000
William Gooderham Chair in English	40,000
Mrs. William Gooderham Chair in French	35,000
Margaret Hopkins Cox Chair in Humanities	50,000
George Jackson Chair in English Bible	35,000
F. P. Lobbie - Bequest to Emmanuel College	30,000
John MacDonnell Chair in Latin	36,427
Eliza Phyllis Massey Chair in Oriental Languages	20,000
Hart A. Massey Chair in English Bible	60,000
M. E. H. Massey Chair in Greek	40,000
Welles Chair in Ancient History	66,000
President's Chair	40,000
Royce Chair in Ethics	20,000
Jackman Sanford Memorial Lectureship	22,000
Victoria College Alumni Endowment	10,000
	5,563
Old St. Andrew's Chair in Public Worship	<u>200,000</u>
	<u>\$979,380</u>

Note: The above funds are invested in trustee securities as part of the endowment fund assets. Interest therefrom is credited to operating income and is expended as required by the terms of these endowments.

VICTORIA UNIVERSITY

ENDOWMENT FUNDS FOR GENERAL PURPOSES

STATEMENT 14

Balance at June 30, 1961 and at May 31, 1962		\$2,136,313
Comprising the following:		
Lillian Massey Treble Estate	\$1,394,925	
Hart A. Massey Estate	200,000	
Hamilton Frank Ripper Endowment Bequest	30,000	
Campaign Fund of 1910	480,388	
Jane Eleanor Lester Estate	<u>10,000</u>	
		<u>\$2,136,313</u>

GENERAL INVESTMENT RESERVE

STATEMENT 15

Balance at June 30, 1961		\$2,107,191
Deduct Net Loss on securities sold		<u>6,561</u>
Balance at May 31, 1962		<u>\$2,100,630</u>

VICTORIA UNIVERSITY
PLANT ASSETS - REAL ESTATE

STATEMENT 16

Balance at June 30, 1961		\$3,909,783
Add		
Properties transferred from endowment funds		
108 Charles Street West	\$ 31,000	
4 St. Thomas Street	<u>86,132</u>	117,132
Cost of new library		<u>1,228,456</u>
Balance at May 31, 1962		\$5,263,550

Comprising the following properties:

Campus, including land north of Charles Street		
Not met including land on Blouin Street	107,328	
Main Building	325,270	
Memorial College	425,500	
Biggs-Carnegie Library Building	96,828	
New Library	1,238,456	
Burwash Hall and Men's Residence	763,272	
Assembly Hall	175,000	
Margaret Addison Hall	1,255,060	
Waldwood Students' Union	478,768	
51 Binkworth Road	48,573	
Gymnasium	13,000	
Field House	145,060	
Parking Lot	25,957	
82 St. Mary Street	10,000	
85 Charles Street West	20,288	
106 Charles Street West	31,000	
108 Charles Street West	7,500	
110 Charles Street West	11,900	
4 St. Thomas Street	<u>86,132</u>	
		\$5,263,550

PLANT FUNDS

STATEMENT 17

Balance at June 30, 1961		\$5,251,949
Add		
Final payment of grant from Canada Council		
re new library	\$ 110,469	
Amount received from National Fund, University of Toronto	793,375	
Balance of request received for furnishings -		
(Memorial Estate)	2,883	
Appropriation from operating income	90,000	
Library books purchased	<u>10,542</u>	667,673
Debit		
Amount written off library books		<u>5,719,422</u>
Balance at May 31, 1962		\$5,714,350

VICTORIA UNIVERSITY
RESERVE FOR REPLACEMENT OF BUILDINGS AND EXPANSION

STATEMENT 18

Balance at June 30, 1961		\$ 71,488
Add		
Net income re Blouin Street land		
Rent for the eleven months ended May 31, 1962	\$138,600	
Interest on investments	5,116	
Bank interest	<u>531</u>	144,247
Debit		
Final payment of commission to leasing agents	<u>35,000</u>	<u>119,247</u>
Balance at May 31, 1962		\$191,995

GENERAL ACADEMIC EXPENSE
FOR THE ELEVEN MONTHS ENDED MAY 31, 1962

STATEMENT 19

	1962	1961
	(12 months)	
Stationery	\$ 1,067	\$ 1,519
Travelling	881	881
Moving expenses of new staff	1,599	1,226
Expenses of Principals' office	900	900
Furniture	1,735	932
Convocation and graduation expense	1,891	568
Calendar and bulletins	1,038	1,000
Language Laboratory	1,200	1,200
Other	<u>1,276</u>	<u>1,200</u>
	\$ 13,465	\$ 9,489

GENERAL ADMINISTRATIVE EXPENSE
FOR THE ELEVEN MONTHS ENDED MAY 31, 1962

STATEMENT 20

	1962	1961
	(12 months)	
Advertising	\$ 1,071	\$ 3,375
Stationery and office supplies	2,085	5,445
Postage	1,200	1,819
Travelling	315	250
Furniture	1,000	1,640
Expenses of President's office	2,369	3,403
Public relations - "Victoria Reports"	6,410	4,292
Insurance	1,276	1,321
Graduate records and Alumni Association	645	1,200
Other	<u>852</u>	<u>1,200</u>
	\$ 19,430	\$ 27,404

VICTORIA UNIVERSITY
PLANT MAINTENANCE
FOR THE ELEVEN MONTHS ENDED MAY 31, 1962

	1962	1961
	(12 months)	
Wages	\$ 62,917	\$ 60,680
Light and heat	26,411	18,364
Water	1,227	700
Telephone	9,026	5,420
Furniture, furnishings and equipment	2,115	2,605
Repairs and renewals	12,262	14,654
Insurance - property	3,940	3,560
Supplies	1,048	2,340
Grounds expense	6,869	5,276
Athletic facilities	3,280	2,212
	<u>\$136,896</u>	<u>\$116,217</u>

GROUP INSURANCE, RETIRING ALLOWANCES AND PROVISION
FOR PENSION FUNDS
FOR THE ELEVEN MONTHS ENDED MAY 31, 1962

	1962	1961
	(12 months)	
Group insurance	\$ 1,204	\$ 1,223
Payments re staff contributory pension plans (see note)	31,746	29,017
Retiring allowances	15,361	15,639
Provision for Superannuation and Widows' Pension Fund	19,766	15,258
	<u>\$ 67,577</u>	<u>\$ 60,267</u>

Note: To conform to the pension year of the general pension plans, payments cover the twelve-month period to June 1st.

LIBRARIES
SUMMARY OF INCOME AND EXPENDITURES
FOR THE ELEVEN MONTHS ENDED MAY 31, 1962

	1962	1961
	(12 months)	
Expenditures		
Salaries and wages	\$ 68,266	\$ 54,031
Books, periodicals and binding	18,336	6,344
Supplies and stationery	2,031	737
Publications	632	390
Other	14	—
	<u>89,110</u>	<u>63,782</u>
Income		
Fines and sale of books	924	769
Interest on Library Endowments	1,277	1,276
Other	3,182	—
	<u>3,383</u>	<u>2,045</u>
Exceeded - net (to statement 3)	<u>\$ 85,746</u>	<u>\$ 61,717</u>

VICTORIA UNIVERSITY
AUXILIARY ENTERPRISES
STATEMENT OF INCOME, EXPENDITURES AND APPROPRIATIONS
FOR THE ELEVEN MONTHS ENDED MAY 31, 1962

	Women's Residences and Dining Services	Wellwood Union and Cafeteria Shop	Men's Residences and Dining Services	Book Bureau
INCOME				
Student fees				
Vacation income	\$155,106	\$15,252	\$ 152,460	
Cafeteria, coffee shop, meal tickets	22,054		12,296	
Other	6,843	30,104	1,187	
	<u>5,220</u>	<u>212</u>	<u>3,020</u>	<u>\$61,066</u>
TOTAL INCOME (\$471,537)	\$189,225	\$45,588	\$ 174,958	\$61,066
EXPENDITURES AND APPROPRIATIONS				
Direct				
Fund				
Cost of sales	\$ 46,016	\$14,547	\$ 47,676	\$48,965
Salaries and wages	77,149	21,244	83,221	7,590
Laundry and cleaning	2,867	622	6,757	
Repairs and maintenance	10,714	1,304	9,587	162
Supplies and sundries	6,118	287	5,566	351
	<u>142,858</u>	<u>38,004</u>	<u>150,507</u>	<u>57,073</u>
Indirect				
Pension plan	2,008		511	630
Staff house	1,040		853	
Light and heat	18,170	3,815	21,223	
Water	1,516	236	1,276	
Telephone	2,898	143	2,256	184
Insurance	1,000	400	2,108	
Stationery and office supplies	466	32	331	129
Administration	2,200	200	2,200	100
	<u>30,998</u>	<u>5,220</u>	<u>31,158</u>	<u>943</u>
Appropriation for replacements and renovations	12,000			
Amount written off renovation of furnishings				8,000
TOTAL EXPENDITURES AND APPROPRIATIONS (\$476,561)	\$168,956	\$44,024	\$ 189,665	\$57,916
EXCESS OF INCOME OVER EXPENDITURES AND APPROPRIATIONS FOR THE ELEVEN MONTHS (\$-5,024)	\$ 4,369	\$ 1,564	\$(-14,707)	\$ 3,150

MINUTES OF THE REGULAR MEETING OF THE BOARD OF REGENTS HELD IN ALUMNI HALL AT 4:00 P.M., THURSDAY, JANUARY 17, 1963

PRESIDENT:

Mr. R. S. Mills, Chairman, Mr. J. B. Allen, Mr. A. C. Ashforth, Rev. W. F. Banister, Mr. J. T. Bryden, The Hon. F. M. Cass, Principal K. H. Cousland, Rev. C. Edward J. Craig, Dr. Jean F. Davey, Mr. J. S. Deacon, Mrs. G. Dickie, Mr. L. N. Earl, Mr. G. W. Edmonds, Mr. G. A. Fallis, Rev. F. F. Fidler, Principal H. M. Frye, Mrs. D. W. Haug, Mrs. J. B. H. Hutchinson, Mr. L. Macaulay, Mrs. C. F. McEachren, Mr. D. W. McGibbon, Mr. R. S. Mills, Mr. G. H. Sheppard, Mr. F. A. Wansbrough, Mrs. J. R. Wilson, Mrs. A. W. Wood, Mr. F. C. Stokes.

The Chairman welcomed the Rev. Dr. W. F. Banister who was attending his first meeting as a Regent and congratulated the Hon. F. M. Cass upon his appointment as Attorney General for the Province of Ontario.

REGRETS:

Regrets were received from Mr. J. D. Arndt, Mr. R. F. Chisholm, Mr. H. E. Langford, Rev. C. A. Lawson, Rev. V. T. Mooney, President A. B. B. Moore, Rev. G. N. Morrison, Mr. H. J. Sissons, Mr. W. L. Wheeler and Mr. C. F. Wood.

PRAYER:

Principal K. H. Cousland opened the meeting with prayer.

RESOLUTION:

The Hon. Leopold Macaulay presented the following resolution:

"The members of the Board of Regents of Victoria University this seventeenth day of January, 1963, place on record their grateful appreciation of the distinguished services rendered by Mr. H. E. Langford as Chairman of the Board. He came to the office not only as an alumnus of Victoria College but as a member of the Board and its committees with a long period of devoted service. He therefore brought to the Chairmanship a profound understanding of the place and purpose of Victoria in the world of education. He exercised a vigorous and imaginative leadership which brought his Alma Mater to new levels of vitality and influence. His attention to the affairs of the Institution was unremitting as he championed them in the Board and its committees. The burdens of a busy life did not prevent him from taking time to establish friendly relations with both staff and students. As he leaves the chair, a grateful University and its governing Board say a simple but heartfelt 'Thank You' to Mr. Langford, and express satisfaction that he will continue to serve as an active member of the Regents."

The resolution was seconded by Mr. J. T. Bryden and carried unanimously.

MINUTES:

The minutes as summarized and circulated to the members of the Board were approved on motion of Messrs. McGibbon and Deacon.

The Chairman announced that it had been unofficially reported that the Encyclopaedia Britannica Building at 151 Bloor St. West had been sold. The Chairman explained that the interests of Victoria University would not be adversely affected by this change in ownership of the building, but such a sale would involve more interested parties in the responsibility to guarantee that the land rental was paid to Victoria.

COMMUNICATIONS:

Principal H. M. Frye read a letter received from Dr. A. E. Heist thanking the Board for the flowers and expression of sympathy sent at

the time of the death of the late Richard H. Craddock, a graduate and member of the Senate of Victoria University.

GIFTS AND REQUESTS:

Principal Frye presented the following list of gifts and bequests received since the last Board meeting on October 18, 1962:

Oct. 30 Hamilton Presbyterial United Church Women	150	Emmanuel College Bursary
Nov. 1 Miss Carrie S. Cunningham	75	John Fletcher McLaughlin Schol.
5 Estate of Bartley Bull	1000	Bequest to Victoria College
6 Mrs. McKerracher	2	John Fletcher McLaughlin Schol.
6 Mrs. G. I. Clarke	1000	Principal's Fund Emmanuel College
8 Atkinson Charitable Foundation	8000	Victoria College Bursaries
13 Rev. S. Littlewood	15	John Fletcher McLaughlin Schol.
16 W. W. McLaughlin	500	do. do.
16 M. J. McLaughlin	500	do. do.
16 Dr. T. J. Meek	100	do. do.
19 Lucy L. Woodworth	25	do. do.
22 Miss Jean I. Nutt	5	do. do.
22 Protestant Women's Federation	50	Emmanuel College Prize
26 Miss E. Irene Henderson	10	John Fletcher McLaughlin Schol.
28 Henry K. Kerr	5	do. do.
Dec. 4 Mrs. R. G. Dingenan	25	do. do.
4 S. H. Hook	15	do. do.
5 Rev. H. W. Wright	5	do. do.
7 Mrs. Charles Macdonald	50	do. do.
10 American Assoc. of Theological Schools	3000	Sealantic Library Development Program
10 Anonymous	1400	DeWitt Schol. 100 Travelling Schol. in Classics 600 Victoria College - General 700
11 Prof. E. G. Clarke	25	John Fletcher McLaughlin Schol.
11 Mrs. Pearl G. Strigley	100	Victoria College Bursaries
11 Victoria College Alumnae Assoc.	50	English Prize
17 The Kirk Club - Bloor St. United Church	150	Geo. C. Pidgeon Schol. Fund
17 Allen, Miles, Fox & Johnston	150	Elliott Allan Schol.
18 William F. Thomas Trust	2000	Victoria College Bursaries
20 Mr. Robert Blackburn	100	Emmanuel College Bursaries
21 Victoria Women's Assoc.	1400	Victoria College Bursaries
27 First United Church, Fort Credit	100	Emmanuel College Bursaries
27 Prof. K. H. Cousland	100	Emmanuel College Principal's Fund
27 Harcourt Lodge A.F., A.M. # 581	100	Emmanuel College Bursaries
28 Bd. of Missions - Bloor St. United Church	300	Emmanuel College Sustaining Fund
28 Rev. & Mrs. A. W. Lang	10	Emmanuel College Bursaries
1963 Jan. 3 St. George's United Church	1000	Gertrude & Dawson Matheson Prize
3 Laurence Park Community Church	500	Emmanuel College Bursaries
4 Mr. & Mrs. R. K. Carty	100	Gertrude & Dawson Matheson Prize

GIFTS AND BEQUESTS (Continued)1963

Jan. 7 Rev. J. V. McHealy	5 John Fletcher McLaughlin Schol.
7 Miss Edith W. Brown	30 Geo. C. Pigeon Schol. Fund
11 Business Women's Club -	
8 Bloor St. United Church	50 do. do.
11 W. G. McElhanney	25 John Fletcher McLaughlin Schol.
	<u>\$ 22177</u>

The Principal also reported that as of November 20, 1962, the total contribution to Victoria University through the Varsity Fund was \$75,170, which exceeded the receipts for the entire 12 months in 1961.

TREASURERS REPORT:

Mr. J. T. Bryden presented the following report concerning the sale and purchase of securities of Victoria University:

"A meeting of the Investment Sub-Committee was held on November 7, 1962, at which time the General Investment Policy was reviewed. The Committee discussed the advisability of moving from the bonds into approved equities for the investments of Victoria University to the extent permitted under the Investment Policy of the Board.

It was agreed that it should be the aim of the Investment Sub-Committee over the next 15 months to increase investments in equities up to a maximum of 25% of the present book value or 50% of the market value whichever is less, of the total investments permitted under the terms of the Board Investment Policy. The Sub-Committee recommended that the average rate of change per month from bonds to equities should not exceed 1/15 of the total permissible increase in equities with the provision that the Chairman may withhold purchases if he feels it advisable.

The Sub-Committee also approved the purchase of bonds up to five years duration for the Bloor Street Account. If deemed advisable bonds already held in the Endowment account may be transferred to the Bloor Street Account at the par value of the bonds so transferred.

A proposed list of equities which were acceptable to all members of the Committee for Investments of Victoria University was approved.

As a result of this action by the Investment Sub-Committee the following security transactions have been completed since the last Board Meeting on October 18th, 1962:

Purchases:

<u>Bonds:</u>		
\$ 75,000. Canadian National Railways - 4 1/2% -		\$ 74,437.50
due April 1, 1967 - cost		
\$100,000. Province of Ontario - 5 1/2 % -		\$ 99,000.00
due Dec. 1, 1982 - cost		
\$100,000. Government of Canada - 4 1/2% -		\$ 99,750.00
due Jan. 15, 1968 - cost		

Stocks:

400 shares Dominion Tar and Chemical at \$ 18 - cost	\$ 7,320.00
500 shares International Nickel at 66 1/2 to 69 - cost	\$ 34,425.00
200 shares Du Pont of Canada 56 Ltd. at \$ 38 - cost	\$ 7,620.00
200 shares Abitibi at 4 1/2 - cost	\$ 8,380.00
400 shares Steel Co. of Canada at 18 3/4 - cost	\$ 7,620.00
2175 shares Bank of Montreal at 66 to 66 3/4 - cost	\$145,147.49

Sales:

<u>Stocks:</u>		
3600 shares Massey Ferguson at 11 3/4 to 13 1/2		\$ 21,815.00
proceeds \$ 44,034.00 gain		
8000 shares Campbell Chiboumou at 3.80 to 4.50		\$ 20,747.00
proceeds \$ 32,157. loss		

Sales (Continued)Stocks

50 shares Canadian Locomotive at \$ 5.50		
proceeds \$ 267.00 loss		\$ 33.00
2175 shares Canadian Imperial Bank of Commerce at 65 to 66 - proceeds \$141,312.		
gain		\$ 82,284.00

N.B. Gains and losses realized on the sales of securities are credited and debited respectively to the General Investment Reserve. After completion of above transactions the General Investment Reserve amounts to \$ 2,180,605.

Following the report on Investments which was seconded by Mr. McGibbon, Mr. Bryden replied to questions regarding the actions of the Investment Sub-Committee. The report was approved.

Mr. Bryden reported on the purchase of 86 Charles Street West:

"On the recommendation of the Chairman of the Property Committee, Mr. Henry Sissons, an offer to purchase the property known as 86 Charles Street West, was made on January 5, 1963, for \$26,500, plus \$ 250, for the furniture therein. This offer was accepted by the vendor, Mr. Morris and the closing date for the transfer of this property to Victoria University is February 14, 1963. It is expected that this property will be rented to a tenant and held as a real estate investment at this time."

On motion of Mr. Bryden, seconded by Mr. McGibbon the purchase was approved.

REPORT OF RESIDENCES AND SERVICES COMMITTEE:

In the absence of Mr. Wheler the secretary gave the following report:

Mr. W. L. Wheler, Chairman of the Residences and Services Committee, sends his regrets that he is unable to attend the Board Meeting, but an unexpected business meeting necessitated a last-minute change in his plans.

A meeting of the Residences and Services Committee was held on December 5, 1962. The operating statements to the end of October were presented and approved by the Committee. The report on summer residence business showed a gain in revenue of \$ 6,122, over 1961 with a total of \$50,319, received from both the Men's and Women's Residences. This was the highest summer income ever recorded from our residence operations.

It was agreed to institute a \$25. deposit fee with application for the Men's Residence beginning next September to try to discourage last-minute cancellations of room reservations which have been a problem for the Senior Tutor during this past term. The deposit would be applied against the first installment of Residence fees. This is the practice in many of the men's residences both on this campus and at other universities.

The Committee also agreed to give assistance of \$ 100, per year toward the acquisition of additional books for the Tackberry Library in Annesley Hall.

The Chairman of the Residences and Services Committee has also examined the operating statements of the Residences and the Students' Union for the end of November and found them satisfactory with the exception of an increase in food costs in the Men's Residence operation due mainly to higher food costs this fall.

Approval was given to the Dean of Women to replace the piano in the South Common Room with a newer model. Miss Macpherson is endeavouring to locate a satisfactory piano for this location."

The report was approved on motion of the secretary, seconded by Mr. George Edmonds.

OTHER BUSINESS:

Mr. Mills stated that there were several matters to be considered including announcements regarding new appointments for the coming year, but that they were being held over until the return of Dr. Moore who is presently in Africa.

ADJOURNMENT:

Mr. Sheppard moved that the meeting adjourn at 4:45 p.m..

BENEDICTION:

The meeting was closed with the benediction pronounced by Dr. W. F. Banister.


Chairman

MINUTES OF THE REGULAR MEETING OF THE BOARD OF REGENTS HELD IN ALUMNI HALL AT 4:00 P.M., THURSDAY, APRIL 4th, 1963.

PRESENT:

Mr. R. S. Mills, Chairman, Mr. J. B. Allen, The Very Rev. Arnpup, Rev. W. F. Bannister, The Hon. F. M. Cass, Principal K. H. Cousland, Rev. C. Edward J. Cragg, Dr. Jean F. Dawey, Mr. J. S. Deacon, Mrs. G. Dickie, Mr. L. N. Earl, Mr. G. W. Edmonds, Mr. G. A. Fallis, Rev. F. P. Fieler, Mrs. D. W. Naag, Mrs. J. D. H. Hutchinson, Rev. C. A. Lawson, Mrs. C. F. McEachren, Mr. D. W. McGibbon, Mr. R. S. Mills, Rev. A. B. B. Moore, Rev. H. W. Vaughan, Mr. F. A. Vansbrough, Mr. W. L. Wheeler, Mr. C. F. Wood, Mrs. A. W. Wood, Mr. F. C. Stokes.

REGAETS:

Regrets were received from Messrs. J. T. Bryden, R. F. Chisholm, H. E. Langford, L. Macaulay, Rev. G. M. Morrison, Rev. V. T. Mooney, G. H. Sheppard and Mrs. J. R. Wilson.

PRAYER:

The Rev. Dr. H. W. Vaughan opened the meeting with prayer.

MINUTES:

The minutes of the meeting of January 17, 1963, were approved as circulated on motion of Principal Cousland and Mr. Edmonds.

BUSINESS ARISING FROM THE MINUTES:

The Chairman announced that a letter had been received from the Solicitors of the lessee of the Bloor Street Properties stating that the Encyclopedia Britannica Co. had sold its interest in the building at 151 Bloor Street West to the Sussman Realty Co. Ltd.. It was moved by Mr. Fallis seconded by Mr. Deacon that when the details of this transaction were available that it be considered by the Executive Committee of the Board for the appropriate action. Carried.

CORRESPONDENCE:

The Secretary reported the receipt of the following letters:

1. A request from Mr. Norman D. Clarke, 7 Weldon Crescent, Barrie, Ontario, for the return to the family of a portrait of Dr. Samuel D. Rice, presented to Victoria University by his mother, Mrs. F. O. Clarke.
2. A letter from Mr. H. E. Langford thanking the Board for their thoughtfulness and courtesy in passing the resolution regarding his services at the last meeting.
3. A letter of thanks from Mrs. H. D. Macaulay for the expression of sympathy of the Board on the passing of Mrs. Leopold Macaulay.
4. A letter from Mr. J. B. Scott stating that the grounds of Victoria University were closed to the public from 5:00 p.m., Monday, December 24, 1962, to 9:00 a.m., Wednesday, December 26, 1962, in accordance with the standing instructions of the Board.

The Board approved the transfer of the portrait to the Clarke family.

PRESIDENT'S ITEMS:

Dr. Moore thanked the Board for the opportunity of representing the United Church at a Conference at Salisbury, Southern Rhodesia in January. The President spoke briefly on the problems facing Africa in the field of education.

1. Gifts:

It was agreed that the following gifts as reported by the President and which have been acknowledged, be recorded in the minutes:

Jan. 18	Atkinson Charitable Foundation	5,000.	2nd half re Victoria College Bursaries (note-1st half reported as 8,000. in error)
21	Mark St. United Church Peterborough	100.	Emmanuel College Bursary
26	Melrose United Church, Hamilton	600.	Emmanuel College Teaching Fellowship
28	General Motors of Canada	200.	Admin. Cost re Scholarship
28	International Nickel Company	370.	Admin. Cost re Scholarship
Feb. 5	Goodwill Management Enterprises Ltd.	100.	Unrestricted
5	Rev. J. Bruce Hunter	25.	John Fletcher McLaughlin Schol. Fund
12	Inter-Board Committee on Recruiting for Church Vocation	200.	Emmanuel College Choir Fund.
15	Rev. R. C. Copeland	25.	J. F. McLaughlin Schol. Fund
25	Rev. E. Davidge	5.	do.
26	Rev. S. A. Nootie	10.	do.
27	Rev. Linden C. Harvey	10.	do.
27	Rev. A. C. Burley	100.	do.
28	Rev. Olivia C. Lindsay	20.	do.
28	Rev. J. F. Lane	5.	do.
28	Dr. W. E. L. Smith	10.	do.
Mar. 1	Rev. E. W. Brerley	10.	do.
5	Rev. F. J. Baine	10.	do.
6	E. W. Kendall	10.	do.
6	Mrs. L. A. Kivell	100.	Joseph Henry Wells Prize
7	Dr. John Line	20.	J. F. McLaughlin Schol. Fund
13	Rev. W. G. Shaw	10.	do.
19	Mr. Hilary Stykolt	2,500.	The Stefan Stykolt Mem. Scholarship
19	Rev. J. M. Colling	7.	J. F. McLaughlin Schol. Fund
19	G. I. Stephenson	10.	do.
20	Rev. George F. Deyes	5.	do.
20	International Business Machines	200.	Admin. cost re Scholarship
21	Estate of Dorothy Marlon King	66.72	Geo. C. Pidgeon Schol. Fund (note - we are to receive \$33.36 per month for 11 years)
28	Principal K. H. Cousland	50.	Emmanuel College Prize in Church History
April 2	Dublin St. United Church, Guelph	350.	Emmanuel College General Bursaries
3	Mrs. Morton D. Cahn	53.50	Vic. Col. Bursary in Mem. of Edith Okany
3	Prof. W. E. Staples	22.	J. F. McLaughlin Schol. Fund
3	Mr. & Mrs. J. E. Mitchell	25.	E. Wray Mitchell Prize
		18,162.50	

NOTE: The total received to date on the McLaughlin Fund is \$2,121.00.

2. Requests:

March 21	Estate of Dorothy Marlon King	66.72	Geo. C. Pidgeon Schol. Fund
----------	-------------------------------	-------	-----------------------------

NOTE: (1) We are to receive \$33.36 per month for 11 years from the Dorothy Marlon King Estate.

NOTES(cont'd):

- (2) On Nov. 20, 1962, we received \$230.76 which was the balance of the bequest from the Estate of John Earl Bruce Morris. The total legacy, which was bequeathed to the Living Endowment amounted to \$13,917.01.
- (3) We have been advised by the solicitors for the late Richard H. Craddock that the terms of his will provide for a capital sum of \$10,000. to assist in the endowment of the George C. Pidgeon Scholarship Fund. This bequest has not yet been received.

In addition the following special donations were announced:

- (a) A bronze portrait bust of T. E. Lawrence of Arabia by Eric Kennington 1927 and a group of valuable books related to the life of Lawrence by an anonymous donor.
- (b) Two paintings by John Bennett, the gift of Mrs. H. E. Langford marking the term of office of Mr. H. E. Langford, former Chairman of the Board.
- (c) A request from Mr. Gary Clarke, on behalf of the graduating class in Emmanuel College for permission to present to Victoria University a portrait in oils of Principal K. H. Cousland. It was approved on motion of Dr. Moore and Mr. McGibbon that this gift be accepted and a small committee of the Board be appointed by the Chairman to work with the representatives of the class in selecting a suitable artist.
- (d) The E. V. Bickie Scholarship of the value of \$500, in memory of the former Treasurer and the gift of Mr. and Mrs. W. P. Wilder. This Scholarship is to be awarded to a student with the highest first class honour standing in the second year examinations in Commerce and Finance. On motion of Dr. Moore and Mr. Deacon this Scholarship was accepted and forwarded to the Senate of Victoria University.
- (e) The J. A. Sururus Scholarship in German, \$100, annually - the gift of Prof. and Mrs. J. A. Sururus. This scholarship was accepted on motion of Dr. Moore and Mr. Wansbrough and forwarded to the Senate.
- (f) The Stefan Stykolt Memorial Scholarship given by Dr. Hilary Stykolt in memory of his son. The annual value of the Scholarship to be \$100, and part of the income on a capital donation of \$2,500, to be awarded annually to a student in the second year of the Honour Course in Modern Languages and Literatures. This Scholarship was accepted on motion of Dr. Moore and Mr. McGibbon and forwarded to the Senate.
- (g) A prize in Church History for 1963 - 64, \$50. The gift of Principal Cousland. The prize was accepted on motion of Dr. Moore and Mrs. McEachren and forwarded to the Senate.
- (h) A prize in Religious Knowledge of \$100. The gift of Mrs. Gladys Atton. This prize was accepted on motion of Dr. Moore and Dr. Lawson and forwarded to the Senate.
- (i) The Islington United Church Bursary of \$1,000, per year for three years for candidates for the ministry in Emmanuel College with preference to candidates from Islington United Church. It was approved on motion of Dr. Moore and Dr. Cousland that this Bursary be received and forwarded to the Senate for administration.

APPOINTMENTS:

The President recommended to the Board, following consideration of the Appointments Committee, the appointment of John Webster Grant as Professor of Church History effective July 1, 1963, at a salary of \$13,000, per annum. The motion by the President seconded by Principal Cousland was carried first by vote of the Board as a whole and second by the members of the Board appointed by General Council as required by the By-Laws.

The following sessional appointments were confirmed as permanent appointments effective July 1, 1963:

- Dr. Denton Fox, Associate Professor in the Department of English on motion of Dr. Moore and Dr. Bannister - carried.
- Dr. Charles Genno, Lecturer in the Department of German on motion of Dr. Moore and Dr. Arup - carried.
- Dr. D. J. Greene, Associate Professor in the Department of English on motion of Dr. Moore and Mr. Deacon - carried.
- Mr. W. E. McLeod, Lecturer in the Department of Classics on motion of Dr. Moore and Mrs. Wood - carried.
- Dr. H. R. Secor, Assistant Professor in the Department of French on motion of Dr. Moore and Mr. Wansbrough, - carried.

LEAVES OF ABSENCE:

- Leave was granted to Professor W. M. Kelly from January 1964 to September 1964 on motion of Dr. Moore and Dr. Cousland - carried.
- Leave was granted to Professor P. Bultenhuis for the academic year 1963 - 64 in order to accept a Canada Council Grant. On motion of Dr. Moore and Mrs. Haag - carried.
- Summer leave 1963 granted to Professor Jeanes and Miss Alta Lind Cook with travel allowance of \$1,000, on motion of Dr. Moore and Mr. Deacon - carried.

RESIGNATIONS:

(1) Dean of Women - Miss Jessie Macpherson has expressed her wish to be relieved of her duties as Dean of Women after 29 years service in that office. Miss Macpherson wishes to continue her teaching responsibilities as a member of the Department of Ethics. The President stated that Miss Macpherson's resignation had been brought to the attention of the Residences and Services Committee and Mrs. Haag had been appointed by that committee to serve as its representative on any committee appointed by the Appointments Committee to consider the selection of a Dean of Women. It was moved by Dr. Moore seconded by Dr. Davey that Miss Macpherson's resignation be accepted with profound regret.

Carried.

(2) Warden of Women's Residences and Union. - Miss Mary Van Allen who has served as an officer in the Women's Residences for 36 years has submitted her resignation. Moved by Dr. Moore seconded by Mrs. MacEachren the Board accepted the resignation with deep regret and requests the Residences and Services Committee take the appropriate action to secure a replacement.

Carried.

BURWASH LECTURE:

On motion of Dr. Moore seconded by Dr. Larson it was agreed that the Chairman should appoint a small committee to select a lecturer for the Burwash Lectureship.

Carried.

REPORT ON PLANNING:

The President reported that a sub-committee on Planning under the Chairmanship of Professor W. O. Fennell had been studying the future needs of Emmanuel College in terms of library expansion, academic staff, work to be undertaken etc.. The Victoria College staff planning committee had considered methods of strengthening the College from within, the establishing of a Reformation and Renaissance Institute, the expansion into the teaching of present non-collegiate subjects, further development of the Library, increased staff office space and seminar rooms.

REPORT OF CHAIRMAN OF FINANCE AND PROPERTY COMMITTEE:

Mr. D. W. McElbion presented the report of the Chairman of the Finance and Property Committee.

"A meeting of the Finance and Property Committee was held on March 28, 1963. The Committee approved the following transactions which have been effected since the last Board of Regents meeting on January 17, 1963:

Purchases:

Stocks:

600 shares Steel Co. of Canada at 19½ - cost	\$11,880.00
1475 shares Bank of Montreal at 63 1/8 to 65½ - cost	\$95,713.74
1175 shares Toronto-Dominion Bank at 61 1/8 to 63 - cost	\$73,381.86
333 shares Bank of Nova Scotia (exercising Rights at 45.00) - cost	\$14,985.00

Sales:

Stocks:

1000 shares Campbell - Chibougamau at 4.60 proceeds	4,497.50 - loss	\$ 2,115.50
2650 shares Canadian Imperial Bank of Commerce at 62 1/8-64½ - proceeds	166,693.61 gain	\$94,774.44
1400 shares Massey Ferguson at 13½ and 13 3/4 proceeds	18,561.00 gain	\$ 9,920.22

Redemptions:

\$10,000 Chartered Trust Company, guaranteed Investment Certificates 5% due Feb. 21, 1963	proceeds \$10,000.
\$10,000 Canada Permanent Mortgage Corporation, Debentures 5% due Feb. 20, 1963,	proceeds \$10,000.

It was agreed that during the period of realignment of our bank securities, instead of transferring any gains on sales to our investment reserve, these gains would be used to write down the book values of alternate bank stocks purchased. This procedure is to be subject to the approval of our auditors.

The Chairman of the Property Committee, Mr. H. J. Sissons, reported that Mr. C. F. Wood had donated Iris and Peonies to Victoria University and these would be planted within a few days in the area immediately south of Burwash Hall.

It was reported to the Committee that the balance in the rental account for the Bloor Street Properties amounted to \$326,237, and the accumulated balance for the temporary assessment was now \$7,535..

The Committee agreed to take into consideration when preparing the budget the new salary scale for academic staff adopted by the Board of Governors of the University of Toronto effective July 1, 1963. The new scale provides for an annual increase in scale of \$500. for Lecturers, Assistant Professors and Associate Professors. Full Professors will receive an annual increase in scale of \$1,000..

It was agreed to accept the proposal of President C. T. Bissell regarding grants to the Libraries of the Federated Colleges. The proposal is as follows:

- that each year, beginning 1963-64, grants be made on a matching basis to the college libraries through the University Library budget.
- that the amount of the grant be 50% of the amount spent by each college library, out of college funds, on books in Arts and Science (in the previous year but one, to permit fine budgeting).
- that the grant would be made on the understanding that it would be spent to buy additional books for the use of first and second year

students in Arts and Science.

(d) that any college could at its discretion, waive any part of the grant in a given year.

If we were to follow that formula, then the amount available for 1963-64 for Victoria College would be \$4,150., which is 50% of the expenditure for Books in Arts in 1961-62, which I understand to be \$8,300.."

A request for an annual grant of \$2,000. to the Victoria College Alumnae Association was approved by the Committee. It is the intention of the Alumnae Association to discontinue their appeal for a \$2.00 membership fee, and support Victoria through the Living Endowment within the Varsity Fund.

The Finance and Property Committee approved of the investment policies now being carried out by the Investment Sub-Committee.

The report was approved on motion of Mr. McGibbon and Mr. Deacon.

Mrs. D. W. Haag, as a past President of the Alumnae Association thanked the Board for their action in support of the Association.

REPORT OF RESIDENCES AND SERVICES COMMITTEE:

Mr. Wheeler gave the report of the Residences and Services Committee.

"A meeting of the Residences and Services Committee was held on Wednesday, March 6th, and the following items of business were dealt with at that time:

"The operating statements for the period from June 1st, 1967, to January 31st, 1968, were presented and accepted by the Committee. They indicated that, for the most part, the operations were proceeding satisfactorily within the budgeted figures. There continues to be a continuing decline in revenue from the sale of meals to non-residents, but this is being offset, to a large extent, through the sale of food through the Coffee Shop, which is showing a substantial increase over anticipated sales. The men's residences dining hall food costs continue to exceed the budgeted allowance but this situation is being dealt with through the institution of a revised system of budgeting and cost control.

"Dr. Moore reported that he had received a letter from the Warden of Myellwood, Miss Mary VanAllen, expressing her wish to retire after 36 years of service to Victoria University. In this connection, the Committee approved the following resolution, moved by the President:

"This Committee receives with regret Miss VanAllen's notice that she wishes to retire at the end of June 1968 and it recommends its acceptance to the Board of Regents and that the Chairman of the Residences and Services Committee appoint a sub-committee to select and recommend to the Committee a successor for the position of Warden of Myellwood."

"This Committee has been appointed.

"The President also reported that he had a request from Miss Jessie McPherson asking to be relieved of her duties as Dean of Women, although she wished to continue as a member of the Department of Ethics in Victoria College. The Committee agreed with regret to recommend to the Board the acceptance of Miss McPherson's resignation and approved the following resolution:

"That this Committee has heard with regret the expressed desire of the Dean of Women to retire from this office and that Mrs. D. W. Haag be appointed to meet with representatives of the Board concerning the selection of a replacement for the office of Dean of Women."

"The Dean of Women reported that to date 67 applications have been received and a total of 85 had requested application forms for admission to the Women's Residences for the next year. She pointed out that this was a higher number of applications than had been received in previous years this early in the year. All the applicants have been informed that an academic standing of not less than 60% would be required for admission to the residences. Miss McPherson also requested that an annual grant be made for the purchase of paintings for the Women's Residences. The Committee approved this request and in future an annual grant of \$200.00 will be budgeted in the operating account, for this purpose. Miss McPherson also reported that the furnishings of the Don's sitting room in Margaret Addison Hall had been completed and that the Dons were very pleased with the results.

"Dr. Clarke, the Senior Tutor, put forth several requests for the consideration of the Committee, which were approved as follows:

(a) That in order to increase the number of Don's hours which are held during the academic year, that the Dons be allowed to invite guest speakers to dinner prior to the Dons' hours and that this be at the expense of the College. Such invitations to be restricted to two per month per Don.

(b) That the Senior Tutor be authorized to entertain official guests at the expense of Burwash Hall.

(c) That each house be authorized to invite a staff member and his wife to their house formal and that the costs of such entertainment be at the expense of Burwash Hall. At the maximum this would represent 16 dinners per year.

(d) That during this year an additional 25 longer beds be acquired to accommodate the men who are over six feet, one inch tall and this programme be continued until all of the six foot beds have been replaced.

(e) Dr. Clarke pointed out that the 50th Anniversary of the opening of Burwash Hall and the four other houses will take place next October. He requested that a sub-committee be set up to consider how this occasion might be suitably recognized and this sub-committee has been appointed, under the Chairmanship of Mr. George Edmonds.

(f) Dr. Clarke expressed the view that the walls of the Coffee Shop appear very bare and raised the question as to whether some greenery would not add to the general attractiveness of the Coffee Shop. It was agreed that the Dean of Women, The Warden of Myellwood and the Superintendent of Buildings and Grounds would consider this suggestion.

"The question of Summer rates for the residences was discussed and it was agreed that the rates which proved so effective last Summer remain unchanged for this coming Summer vacation period. It was also agreed that suitable publicity be placed in Victoria Reports and the United Church Observer in connection with the available accommodation as was the case last year."

The report was accepted on motion of Mr. Wheeler and Mr. Vansbrough.

REPORT ON VARSITY FUND:

The Secretary stated that the income for the Varsity Fund for 1962 was as follows:

	No. of Donors	Total contributed
Graduates	2106	33,640.25
Former students	75	934.00
Others	2	81.00
		<u>\$4,655.25</u>

In January the demand for bursary aid had exceeded the budgeted amount of \$15,000, and an additional \$5,000, had been appropriated from Varsity Fund Income on the instructions of the Chairman of the Budget Committee, Mr. Vansbrough, and the Treasurer, Mr. J. T. Bryden.

The report on the Varsity Fund Income was accepted on motion of the Secretary and Mr. McGibbon.

BENEDICTION:

The meeting adjourned at 5:35 p. m. following the benediction pronounced by Dr. Cragg.

George J. ...
Chairman

VICTORIA UNIVERSITY

SALARIES, RETIRING ALLOWANCES AND PENSIONS, July 1, 1963, to June 30, 1964.

ADMINISTRATIVE STAFF

Moore, A. B. B.	\$21,000
Stokes, F. C.	12,000
Dismore, K. M.	11,500
Scott, J. B.	8,000
James, W. C.	1,200

VICTORIA COLLEGE STAFF

Frye, H.N.	\$19,000
Irving, J. A.	15,000
Trethewey, W. H.	15,000
MacLean, K.	15,000
Arnold, R. K/	14,500
Wood, J. S.	14,400
Coburn, Miss K.	3,500 (1/4 sal.)
Robson, D. O.	14,200
Joblin, K. J.	14,200
Riese, L.	13,700
MacLure, M.	13,700
Macpherson, Jessie	13,700
Love, G. C.	13,200
Macpherson, John	13,200
Ross, A. C. M.	13,000
Hoeniger, F.D.J.	13,000
Keyes, G. L.	13,000
Greene, D. J.	13,000
Jenking, Miss R. J.	11,000
Grant, J. R.	10,800
Field, J. W.	10,800
de Montmollin, D.P.	10,500
Sparshott, F. E.	10,500
Clarke, E. G.	10,200
Harden, Robert	9,500
Robson, J. M.	9,500
Jeanes, R. W.	9,500
Mowatt, D. G.	9,000
Carmichael, Miss M.	9,000
(- living acc.)	
Butenhuis, P.	4,750 (1/2 sal.)
Knight, D. J.	8,800
Kee, K. O.	8,800
Boyle, G. A.	4,400 (1/2 sal.)
Rathé, G. E.	8,700
Dale, W. A.	8,500
Spritt, P.	8,500
McCready, W. T.	8,400
Secor, H. R.	8,200
Farquharson, R. H.	7,700
McLeod, Wallace	7,700
Ricketts, P.	7,500
Gannon, C.	7,500
Thompson, K. R.	7,300
Macpherson, Miss Jay	7,300
Fox, D. (on leave)	--

EMMANUEL COLLEGE STAFF

Lautenschlager, E. S.	\$15,000
Fennell, W. O.	14,200
Blackman, E. C.	14,000
Dobbie, R. O.	14,000
Guthrie, J. R.	14,000
Kelly, W. M.	14,000
McMullen, G. A.	13,000
Jay, C. D.	13,000
Grant, J. W.	13,000
Boyce, G. W.	9,100
Osborne, R. E.	8,000
Reynolds, A.G. (Archivist)	2,400

VICTORIA COLLEGE SESSIONAL APPOINTMENTS

Bouchard, D. E.	8,500
Pearsall, Derek (Visiting)	8,000
Smith, D. W.	7,500
Surerus, J. A.	7,000
Graff, James.	6,700
Estes, J. M.	6,600
Rathé, Mrs. A.	6,500
Bouissac, Paul	6,500
Braswell, Mrs. L.	6,300
Glassco, Wm.	6,300
Revell, E. J.	6,300
Cox, Miss Catherine	6,000
Endicott, Mrs. A.	6,000
Priestley, J. E.	6,000
Jeanes, Mrs. R. W.	5,500
Sarrailh, Miss H.	4,000
Parker, Mrs. D.	4,000
Thomas, Miss H.	3,500
Lee, D.	2,500
Hegy, Miss Otmar	1,800
Gordon, Donald	1,000
English Fellows	15,000
French Fellows	4,500
German Fellows	1,500

EMMANUEL COLLEGE SESSIONAL APPOINTMENTS

Coutland, K. H.	7,000 (Spec.)
Denson, D.	1,500
Hawkes, P. K.	1,500
Gamble, Miss E.	1,200
Miscellaneous	500
Church Music	1,200

APPROVED

A.B.B. Moore
PRESIDENT.

SALARIES, RETIRING ALLOWANCES and PENSIONS, July 1, 1963, to June 30, 1964 contd.

SECRETARIAL STAFF

Blewett, Miss C. M.	\$5,200
Fife, Miss O.	5,200
Trott, Miss D. C.	5,000
Ross, Miss J. E.	4,500
Westlake, Miss Ruth	4,400
Flynn, Mrs. E.	4,150
Inrrie, Miss Margaret	4,150
Morrison, Miss M. E.	3,950
Michaelsen, Miss Inge	3,900
Lentjarv, Miss Ilse	3,900
Dewar, Miss M. W.	3,900
Hunt, Mrs. Christine	3,700
Phillips, Miss R. J.	3,600
Peart, Miss M. M.	3,600
Ward, Miss Judy	3,500
McMullen, Miss L. J.	3,120
Bodfield, Mrs. E. B.	1,920
Thomson, Mrs. M. A.	1,780
Additional Staff	7,200
Temporary	2,500

LIBRARY STAFF

Ray, Miss M. V.	9,000
Cannon, Miss V. R.	6,200
Honey, Miss M. E.	6,200
Smith, Mrs. E. M.	6,200
Sudmalis, Mrs. A.	5,600
Coles, Mrs. Teca	5,400
Keir, Miss V. J.	5,350
Start, Miss M	5,250
Lukacs, Mrs. Inta	5,200
Jones, Miss Carol	4,950
Gleaves, Miss E.	4,400
Fisher, Mrs. D. C.	4,200
Reid, Miss Mary	3,825
Joblin, Mrs. Mabel	3,513.34
(10 mos.)	
Boshan, Mrs. E.	3,500
Williams, Miss Mary	2,575
(1/2 time)	
Reynolds, A.G.(Archivist)	2,600
Temporary and New Appointments	16,500

BUILDING & GROUND STAFF

Chisholm, T. G.	\$5,450
Apon, Dirk	5,200
Macintosh, Wm. S.	5,200
Pearson, Arthur	5,200
Pascoe, Albert	4,400
Wolff, Max	4,000
Herbert, R.	3,800
Ewood, John	3,400
Walker, D.	3,400
Reid, Gordon	3,432
Riccardi, Vito	3,328
Brown, Norman	3,300
Pallottino, Nick	3,224
Peters, Lorne	3,224
Trotti, G.	3,224
Anderson, Roy A.	3,120
Lobalsamo, Vito	3,120
Skrastins, Mrs. Milda	2,912
Herbert, Mrs. Ursula	2,750
Konsar, Mrs. Motra	2,704
Marzo, Mrs. Tamara	2,704
Tedd, Mrs. Norah	1,950

RETIRING ALLOWANCES

Bain, Miss Edith	\$540
Bennett, H.	705
Burg, L.	560
Falconbridge, Miss D.	720
Fearon, J.	540
Francey, Mrs. W.	360
Guthrie, Miss H.	600
Halley, Mrs. M.	360
Harbour, R.	240
Haworth, W.	840
Jones, Mrs. E.	540
Law, Mrs. M.	168
Lawson, J. S.	853
Lune, J.	1,475
Lowes, Miss M.	540
Lyon, J.	1,600
Macintosh, Miss Nan	840
Moffat, G.	240
Chora, Fred	396
Paul, Mrs. L. H.	360
Shaw, Mrs. M.	400
Snedden, Mrs. R. L.	510
Staples, W. E.	975
Williams, Mrs. E.	216
Taylor, A.	1,166
Waite, W.	1,100

APPROVED

A.B.B. Moore
PRESIDENT.

SALARIES, RETIRING ALLOWANCES and PENSIONS, July 1, 1963, to June 30, 1964 contd.

PENSIONS

Auger, Mrs. L. P.	\$1,055.34
Cook, Miss A. L.	2,400.00
Davidson, Miss Edith	1,400.00
Dow, John	2,400.00
Edgar, Mrs. Dona G.C.	643.95
Langford, F. W.	2,400.00
Lasserre, Mrs. M.	650.72
Little, Mrs. W. J.	1,065.12
Matheson, Mrs. Gertrude	771.00
Michael, Mrs. Hilda	1,400.00
Pratt, E. J.	2,400.00
Robertson, H. Grant	2,400.00
Robins, Mrs. J. D.	1,143.33
SISSONS, C. B.	2,400.00
Surerus, J. A.	2,400.00
de Witt, Mrs. K. I.	1,400.00

APPROVED

A.B.B. Moore
PRESIDENT.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF REGENTS OF
VICTORIA UNIVERSITY HELD IN ALUMNI HALL AT 4:00 p.m., TUES-
DAY, MAY 28th, 1963

PRESENT:

Mr. R. S. Mills, Chairman, Mr. J. D. Armp, The Very Rev. J. H. Armp, Rev. G. E. Ashton, Rev. G. V. Birtch, Mr. J. T. Bryden, The Hon. F. R. Cass, Mr. J. S. Deacon, Mrs. G. M. Dickie, Mr. L. M. Earl, Mr. G. V. Edmonds, Principal H. R. Frye, Mrs. D. W. Haag, Mrs. J. D. H. Hutchison, Rev. C. A. Lawson, Mr. L. Macaulay, Rev. V. T. Rooney, Rev. A. B. S. Moore, Rev. G. H. Morrison, Mr. F. A. Wansbrough, Mr. C. F. Wood, Mrs. R. W. Wood, and Mr. F. C. Stokes, Secretary.

REGRETS:

Mr. J. B. Allen, Mr. A. F. Chisholm, Principal K. H. Cousland, Mr. G. H. Sheppard, and Mr. W. L. Whaler.

PRAYER:

The Rev. Dr. V. T. Rooney opened the meeting with prayer.

RESOLUTIONS:

Proposed by Dr. Moore re: Kenneth Harrington Cousland -

"The retirement of Dr. Kenneth Cousland from the Principalship of Emmanuel College will take place on June 30th, 1963, terminating a period of service which is unique in the life of that institution. His work in the College began when the College began and it has continued without a break to the present time. His influential leadership has had much to do with shaping Emmanuel's life and determining its essential character. He brought to his work a spirit that had been nourished in the Church, a mind that had been thoroughly trained in Edinburgh and Oxford Universities and Knox College, and a courage that had been abundantly tested in the battlefields of France.

Dr. Cousland was first appointed to the staff in 1927 as a lecturer in Church History. The competence of his scholarship in his chosen discipline was recognized by his rapid promotion through the various teaching ranks until he became Professor of Church History in 1932. Generations of students are indebted to him for the manner in which he brought the past to life and made the Church of the ages a reality in the present. It is a joy to know that he will continue to teach the History he loves in the College he helped to found as a part-time special lecturer.

His rich and growing scholarship was not his only contribution to the life of Emmanuel for his administrative ability was early recognized. For many years he served as registrar where his wise counsel and meticulous stewardship made that office a great source of strength. It was natural that when Dr. A. D. Matheson retired as Principal in June 1956, the Board of Regents should turn to Dr. Cousland as his successor. In this new office he continued to provide the College with the kind of leadership that kept it an effective educational unit and a genuine pastoral community in which the ministry of the Church was successfully nourished.

His gifts in music found expression through his conduct of the College Choir and his courses of study in hymnody. His love of the Church manifested itself in his service to numerous commissions, committees and Boards of General Council. His clarity of thought found its way into such books as "The Heritage of Western Church" and the "Minister's Handbook".

For his faithful, rich and devoted service the Board of Regents of Victoria University says a simple, but heartfelt: "Thank You" to

Dr. Cousland. It expresses the wish that he long may continue within this University family, a valued counsellor and friend."

Seconded by Dr. Birtch and carried unanimously.

Proposed by Mrs. Haag re: Miss Jessie Macpherson -

"Twenty-nine years ago, Miss Jessie Macpherson became Dean of Women at Victoria College, and today, as she is about to retire from this office, it is fitting that formal acknowledgment be made of her years of devoted service to this university.

The honesty and vigour of her intellect have set an admirable example for the many young women, whose welfare has been her concern for almost three decades. At the same time, her interests in music and art have opened up vistas of aesthetic enjoyment, which cannot have failed to leave a permanent impression on the lives of many young people.

Nor has the material welfare of the women students been neglected. One thinks of Margaret Addison Hall, into the planning and equipping of which Miss Macpherson put much time and thought, and of the delight of the undergraduates with its amenities. The Residences and Services Committee of this Board, has had ample reason to value her suggestions.

As a permanent member of the executive committee of the Alumnae Association, she has long been an important liaison between the graduate and undergraduate women of Victoria. She has performed a similar duty with respect to the Victoria Women's Association, and for her wise counsel in these areas, the Board of Regents would wish to express gratitude.

Mr. Chairman, I therefore have the honour to propose that the foregoing remarks constitute a resolution of appreciation with respect to the retiring Dean of Women, Miss Jessie Macpherson, and of satisfaction that she will continue her association with Victoria University as a member of its teaching staff."

Seconded by Mrs. Wood carried unanimously.

Proposed by Mrs. Haag re: Miss Mary van Allen -

"Miss Mary van Allen has since 1926 served Victoria University loyally, first as Dietitian, and since 1947 as Warden of the Women's Residences and Wymilwood.

Her talent for good housekeeping and careful budgeting have combined with her excellent taste in interior decoration to provide Victoria College with women's residences and a students' union of which graduates and undergraduates both may be justly proud.

Although the present large student enrolment at Victoria has increased greatly the number and size of the functions for which Miss van Allen must make preparations, her charm of manner is apparent even at the busiest times.

As she retires from her office, the members of this Board wish to place on records their sincere appreciation of her many years of devotion to the College, and I have pleasure in moving that this resolution be placed in the Minutes."

Seconded by Mrs. McClellan carried unanimously.

MINUTES:

The minutes of the previous meeting held on April 4, 1963, were approved as circulated on motion of Messrs. Bryden and Edmonds.

BUSINESS ARISING FROM THE MINUTES:

Dr. Moore reported that the graduating class in Emmanuel College wished to commission and present a portrait of Principal Cousland to Victoria University. A Committee of the Board composed of Dr. Cragg, Dr. Frye, Dr. Moore, Mr. Mills and Mr. Stokes has met with the representatives of the graduating class and had agreed on an artist to carry out this commission and sittings are to be arranged for the fall.

The President stated that the Rt. Honorable Vincent Massey had been asked to deliver the Burwash Lecture in the fall, but he was unable to accept the invitation. The Committee (Frye, Cousland, Moore, Edmonds and Stokes) will continue its work in selecting a suitable lecturer.

COMMUNICATIONS:

(1) The Secretary read the following letter concerning University Capital Grants:

"On January 13, 1961 we advised all the universities and colleges on the Canada Council's list of institutions eligible to receive grants from the University Capital Grants Fund of the revised policies which the Council had adopted regarding distribution of the amount then remaining in the Fund.

In that letter we also informed institutions that with respect to the interest and profits earned by the Fund there were some legal and administrative problems still unresolved. We regret to say that we have still been unable to reach a final settlement of the disbursement of interest and profits. However, the Council decided at its meeting in February 1963 to let the institutions on the eligible list know, in each case, what is the minimum amount from the interest and profits for which it is now possible to apply.

The amount presently available to Victoria University in this interim distribution is \$130,000. It may be possible that a larger sum will be available to you when the matter has been finally settled. In addition to this sum, derived from the interest and profits, there still remains available to your institution \$85,612, of the amount nominally allotted to you out of the original capital of \$50,000,000. Thus you are at present in a position to apply for a total of \$215,612."

(2) Book Bureau Account - It was reported by the Secretary that, at the last meeting of the Finance and Property Committee it was agreed to change the name of the bank account of the Book Bureau held at the Royal Bank, Yonge and Bloor Streets Branch, from "The Library Board of Victoria University" to "The Book Bureau of Victoria University". The signing officers of this account to be changed from Miss Margaret Kay to any one of Miss Doris Trott, Manager of the Book Bureau, Dr. A. B. B. Moore, President, Mr. K. H. Dinmore, Controller, and Mr. F. C. Stokes, Bursar. It was moved by the Secretary, seconded by Dr. Frye that this action be confirmed.

(3) The Secretary gave the following reports concerning contributions to the Versity Fund and the National Fund:

"The Development Office of the University of Toronto had advised that the annual telephone campaign for the Versity Fund was carried out in March and April and approximately 150 graduates of Victoria took an active part. No transfer of contributions to Victoria has been made for this year, but we have been advised that contributions to the end of April total \$14,191. A cheque for \$11,255.25 was received for contributions made by Victoria graduates to the end of December 1962. The 1962 distribution of income from the Associates of the University of Toronto incorporated in New York has not yet been made."

"On May 1st, 1963, the 3rd distribution of income to the National Fund was made to Victoria and amounted to \$15,525. The total amount received to-date from this source is now \$1,307,025. When \$3,000,000, net has been distributed to the Federated Colleges, Victoria's proportion of the amount allotted to the colleges will be increased from 45% to 50%."

(4) Correction of Minutes of April 20th, 1961. - The Secretary pointed out that the minutes of the Board of April 1961 recorded that the bequest from the Estate of the late Alexander McMillan was to be used for the Emmanuel College Choir Fund. A letter from Mills & Mills, Barristers and Solicitors, dated December 12, 1960, indicated that the bequest was \$1,829.15 and the income from this capital sum was to be used to aid deserving students for the Ministry from Simcoe, Toronto, Brockville and Glenora Presbyterians of the United Church of Canada. On motion of the Secretary, seconded by Mr. Bryden it was agreed to amend the minutes of April 20th, 1961, in this respect. Carried.

PRESIDENT'S ITEMS:

Dr. Moore presented the list of promotions and new appointments which are as follows:

To Full Professor from Associate Professor

Dr. David Homniger	English Department
Dr. Donald Greene	English Department
Dr. Gordon Kayes	Classics Department
Dr. Douglas Jay	Emmanuel College

To Associate Professor from Assistant Professor

Dr. J. M. Robson	English Department
Dr. Peter Bultenhus	English Department
Dr. R. W. James	French Department

To Assistant Professor from Lecturer

Dr. Peter Ricketts	French Department
Dr. Charles Genno	German Department

It was moved by the President seconded by Dr. Frye that these promotions be authorized by the Board. Carried.

New Appointments

Arthur Robert Harden,	at a salary of \$9,500 with travel and moving grant as	Associate Professor, French
Derek Pearsall,	at a salary of \$8,000 and \$500. travel expense	Visiting Assistant Professor, English,
Denis Bouchard,	at a salary of \$8,000 and a moving grant	(seasonal) Assistant Professor, French,
D. W. Seith,	at a salary of \$7,500 and a moving grant	(seasonal) Assistant Professor, French,
James A. Graff,	at a salary of \$6,700 and a moving grant	(seasonal) Lecturer, Ethics,
John E. Priestley,	at a salary of \$6,000 and a moving grant	(seasonal) Lecturer, French.

It was moved by the President seconded by Dr. Frye that these appointments and salaries be approved. Carried.

It was moved by the President seconded by Dr. Birch that Mr. K. H. Cousland be appointed Principal-Emeritus of Emmanuel College and Special Lecturer in Church History. Carried.

It was moved by the President seconded by Dr. Frye that Prof. J. A. Surer continue for one year as a Special Lecturer in German. Carried.

It was moved by the President seconded by Dr. Frye that Prof. Laure Riese be granted leave of absence from January 1964 to opening of term in September 1964. Carried.

Appointment of Dean of Women:

Dr. Moore recommended to the Board, with the support of the Appointments Committee and the Special Committee for the consideration of the appointment of a new Dean of Women, and moved that Miss Margaret Carlschue be the Dean of Women of Victoria College effective July 1, 1963, at an annual

salary of \$9,000, together with living accommodation including meal privileges. The motion was seconded by Dr. Birch and carried. The President in describing Miss Carmichael's qualifications stated that she was a graduate of the University of Toronto and took her undergraduate work at Victoria College. She has recently been head of the Modern Languages Department of Jarvis Collegiate and is a soloist in the choir of Metropolitan United Church.

GIFTS:

The President presented the following list of gifts received since the last Board meeting:

April 5	Dr. W. E. Staples	\$ 250.00	J. F. McLaughlin Scholarship Fund
10	Victoria College Alumnae Assoc.	\$ 100.00	Margaret Addison Mem. Scholarship F.
	15 W. A. Irwin	100.00	J. F. McLaughlin Scholarship Fund
	18 John Barnes	15.00	Victoria College Bursaries
	19 W. F. Wilder	500.00	E. W. Bickle Scholarship
	26 Prof. Robert Dobbin	200.00	Elizabeth Bell Scholarship
May 1	Rev. Fred Manning	5.00	J. F. McLaughlin Scholarship Fund
	7 Miss Elsie Watt	100.00	The John Dow Prize
	14 Rev. F. E. Vipond	25.00	J. F. McLaughlin Scholarship Fund
	17 Herbert A. Bromer	10.00	W. J. Watt Bursary Fund
	17 Mrs. Grace R. Ford	10.00	"
	17 Mrs. B. Heach	10.00	"
	17 Mrs. W. G. McGregor	5.00	"
	17 J. W. Martin	10.00	"
	17 Mr. & Mrs. E. Cockshaw	2.00	"
	17 Miss Jean P. Scott	3.00	"
	17 Miss Della M. A. Birrell	5.00	"
	17 Mr. & Mrs. H. W. Tomlin	10.00	"
	17 Mrs. V. Voaden	5.00	"
	17 Trinity United Church Women	15.00	"
	17 Mr. & Mrs. K. S. Brown	15.00	"
	17 L. B. Morrison	10.00	"
	17 Mrs. A. Dowling	2.00	"
	17 Dr. W. C. Sharpe	15.00	"
	17 Trinity United Church Choir	10.00	"
	17 Miss Ethel Allport	5.00	"
	17 Mr. G. A. Fallis	20.00	"
	17 Graduate Nurses of Beck Memorial Sanatorium, London, Ontario.	10.00	"
	17 R. Graydon	10.00	"
	17 Mrs. Allison Hanson	25.00	"
	17 Miss Winnifred Warren	5.00	"
	17 R. C. Watt	5.00	"
	17 Miss G. H. Wilson	5.00	"
	17 K. C. Dawson	10.00	"
	17 Miss Ethel Lines	15.00	"
	17 Mrs. W. C. Gann	2.00	"
	17 Mr. & Mrs. Leonard Gann	2.00	"
	17 Dick Carson	5.00	"
	17 A. K. Watt (Ont. Water Resources Com.)	45.00	"
	17 Staff and Patients of Willingdon, Queen Alexandra Sanatorium, London	22.00	"
	24 Wallace E. McLeod	5.00	William Beart Staples Prize in Oriental Language
	28 Asst. Director of Religious Administration R.C.A.F. (Dept. of Nat. Defence)	2,500.00	Emmanuel College R.C.A.F. Protestant Students.
		<u>\$4,123.00</u>	

Note: Total received for W. J. Watt Bursary Fund amounted to \$323.00

Mr. Deacon seconded the President's motion, accepting these gifts. Carried.

REQUESTS:

The Secretary stated that Dr. V. T. Mooney had written on May 2nd, 1963, to advise the Board of Regents of a bequest from the estate of William Richard and Cora May Watson. The bequest of \$10,000. is to be known as the "William Richard and Cora May Watson Memorial" and the income is to be applied "in perpetuity to provide annually a bursary or bursaries, but not to exceed two in number, to such candidate or candidates for the Ministry of the United Church of Canada requiring financial assistance, as shall be determined annually by the Council of Emmanuel College, Toronto, or its successor; the executors to be advised annually as to the names of the recipients of the bursary or bursaries granted each year". Dr. Mooney pointed out that the annual income from this bequest amounting to approximately \$500, would not be available until September 1964 and that since this fund is to be administered by the Board of Colleges and Secondary Schools application should be made to the Secretary of that Board for the bursary when the recipients of the awards have been determined.

The bequest was accepted on motion of the Secretary and Mr. J. S. Deacon.

Dr. Moore stated that he had been informed recently that Victoria University had been named residuary legatee in the Estate of the late Rt. Rev. Dr. George Dorey.

REPORT OF THE FINANCE AND PROPERTY COMMITTEE:

Mr. J. T. Bryden, the Chairman of the Finance and Property Committee presented the following report:

- On behalf of the Investment Sub-Committee I report the following transactions since the last Board meeting which have been approved by the Finance and Property Committee:

PURCHASES:**Stocks:**

1500 shares National Trust Company Limited
(exercising rights at \$13.00) - cost \$19,500.00

SALES:**Stocks:**

1000 shares Campbell-Chibougamau at 4.70
proceeds \$4,597.50 - loss \$2,015.25

The following transactions were effected January 1st, 1963, but were omitted from previous lists of transactions approved by the Board -

Redemption of \$100,000. Government of Canada - 5½% - Bonds due April 1st, 1963 at par.

Transferred for \$100,000. Government of Canada - 5½% - Bonds due April 1st, 1976 at par

- On behalf of the Property Sub-Committee I report the approval of special appropriations to our Buildings and Grounds for the coming year of \$35,600.. These include improvements in existing walls, replacement of trees, repainting of exterior walls and towers of Victoria College, improvements to the heating system controls in our Men's Residences and Emmanuel College and the usual redecorating of our major buildings. A complete list of these special projects is attached to this report.
- On behalf of the Budget Sub-Committee I submit the proposed budget for 1963-64 as approved by the Finance and Property Committee on May 24th, 1963, and which is attached. The major changes in this year's budget indicate an increase in income from student fees of \$44,300, reflecting an increase in enrolment from 2060 to an estimated 2300, increased income from grants shows an additional \$87,822, received from the Federal Government and an increase

of \$5,000, from the Board of Colleges and Secondary Schools. On the expenditure side the major increases are in academic salaries reflecting the new salary scale, increases in staff, and promotions to senior staff rank of several members. The expenditures for the Library are anticipated to increase again this year as changes in the requirements and role of undergraduate libraries on the campus go into effect necessitating a greater annual acquisition of books. Under miscellaneous expenditures the budget item for group insurance, retiring allowance and premium for pension funds includes an amount for the additional premium required in transferring to a new group insurance plan. The details of which will be discussed later.

A more detailed explanation of proposed expenditures is set out in statements 3 to 9.

I respectfully submit this report and move that it be adopted. The report was seconded by Mr. Wood and carried.

(A copy of the special projects for the year and the operating budget is included with these minutes).

GROUP INSURANCE:

Mr. J. S. Deacon presented the following resolution regarding a new Group Life Insurance Plan:

"Resolved that the Board approve a change, effective July 1, 1963, in the Group Insurance Plan of Victoria University to provide a plan identical with, or similar to, that now in effect in the University of Toronto. The provision of any variation from the University of Toronto Plan is to be subject to the discretion of the Finance and Property Committee if deemed advisable after consultation with an independent insurance consultant. The Finance and Property Committee is hereby empowered to appoint the insurer of the plan."

The resolution was seconded by Mr. Mansbrough and carried.

REPORT OF THE RESIDENCES AND SERVICES COMMITTEE:

In the absence of Mr. Wheeler Mrs. Haag reported for the Residences and Services Committee as follows:

A meeting of the Residences and Services Committee was held on Wednesday, May 22nd and the following items of business were dealt with at that time:

1. Dr. Davey reported that it was the recommendation of her sub-committee that Miss Galbraith be appointed to the position of Warden of the Women's Residences and Students' Union. The committee approved this recommendation and request confirmation of this appointment by the Board.
2. Dr. Moore requested that resolutions be prepared and included with the minutes of the meeting referring to the outstanding contributions made by Miss Van Allen and Miss Macpherson to the work of the University and their assistance to the Residences and Services Committee. Miss Macpherson agreed to write the resolution regarding Miss Van Allen and Mrs. Wood was requested to prepare the resolution concerning the Dean of Women.
3. The committee felt that it would be appropriate to honour Miss Van Allen at a dinner and that other women members of the Board should be included in such a function. Mrs. Haag agreed to act as Chairman of a committee with power to add to arrange for such a dinner.

4. The Secretary reported that he had received a letter from a number of undergraduate men in Residence pointing out that Trinity College and University College Residences had a special student summer rate of \$9.00 for a double room and \$10.00 for a single room. It was agreed that this rate should be established for students in our Men's Residences staying for a period of four weeks or longer during the summer vacation period.

5. The Secretary also reported that the advance bookings for Men's and Women's Residences for the summer vacation period compared favourably with the situation at this time last year and that the prospects for summer business were again good.

6. The budget for the Residences and Students' Union for 1963-64 was then presented to the committee. It was pointed out that, due to a slight increase forecast in expenses with the anticipated revenue remaining approximately the same, there would be a net deficit from total operations of \$13,000, compared with a net surplus of \$6,700, for the year ending May 31st, 1963. It was further pointed out that the reserve account currently stands at approximately \$85,000. In view of these facts, it was decided by the committee to make no change in the present residence fees for 1963-64 and the proposed budget was approved. A copy of the budget is appended.

7. A proposed list of major renewals and replacements for the Residences and Dining Halls during the 1963-64 year was discussed. It was pointed out that this work would involve expenditures of about \$40,000, and that the Residence Reserve Fund accumulated for expenditures of this nature currently amounted to about \$105,000. The committee then approved the request for a special appropriation from this reserve amounting to \$40,000, to carry out the programme planned.

8. The Dean of Women recommended for appointment as Dons for the Women's Residences for the coming year the following:

Miss R. Hicks - as Senior Don with an honorarium of \$500. per year.

Mrs. J. Raudzens
Miss Anne Bulgan
Miss M. Trenholm
Miss A. Stepanuk

The committee requests that these appointments be confirmed by the Board.

9. The Senior Tutor recommended the appointment of Mr. R. G. Ball as Don of Sandier and Bowles Houses and the re-appointment of the following Dons:

Mr. S. H. Pearl
Mr. J. H. Estes
Dr. F. H. McIlven
Mr. P. V. Bishop

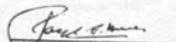
Dr. Clarke also explained that there were three more appointments to be made and these would be presented for approval at a later time. These nominations were accepted by the committee.

The acceptance of Mrs. Haag's report was seconded by the Rev. George Morrison and carried.

There being no other business the meeting adjourned.

BENEDICTION:

The Rt. Rev. J. H. Arup pronounced the benediction..


Chairman

SPECIAL PROJECTS FOR THE YEAR 1961-64

Grounds

In order to do necessary repairs and replacements to the Campus along with the recommendation as proposed by Mr. J. Austin Floyd to improve pedestrian traffic, the following suggestions are herewith submitted:

- | | |
|--|------------|
| 1. Replace 2 Elm trees that were destroyed in 1962 with 1 Red Maple 18' to 20' tall and one European Mountain Ash 18' to 20' tall | \$ 540. |
| 2. Some of the existing walks are in a bad state of repair and require replacement | \$ 1,700. |
| 3. Resurface Tennis Courts | \$ 750. |
| 4. A wide (3 rows) low hedge from S.E. corner of Emmanuel College to sidewalk of Queen's Park Crescent | \$ 400. |
| 5. Concrete walk and steps from S.W. corner of Victoria College to east door of Emmanuel College including some planting on terrace | \$ 425. |
| 6. Flagstone sidewalk at turning basin S.E. corner of Victoria Library | \$ 210. |
| 7. Complete landscape planting and sodding to street line on west elevation of Emmanuel College and Birge-Carnegie Library, including all soil preparations. | \$ 1,400. |
| 8. Repair fence at Amesley Hall | \$ 1,200. |
| Total grounds expenditures | \$ 6,625. |
| Total Buildings expenditures (from next page) | \$ 28,975. |
| | \$ 35,600. |

Office of the Superintendent
Special Projects for the Year 1963-64 continued

Page 2 of 2.

VICTORIA COLLEGE

Remove any loose stone from balance of exterior walls	\$ 950.
Rescue "The Truth Shall Make You Free"	300.
Repaint all exterior walls	4,700.
Reset fireals	1,800.
Humidifier for Chapel	650.
Buzzer system - third floor	200.
Reframe and clean 5 oil portraits	700.
Sanding wood floor	300.
Interior Decorating	350.
Replaster dado in Alumni Hall	325.
Principal's Office	<u>1,000.</u>

11,075.

BYRONVILLE COLLEGE

Interior decorating and wall washing	1,000.
Sand floors	300.
Resilient floor - men's common room	<u>950.</u>

2,250.

THE CATHOLIC LIBRARY

Interior decorating (corridors and stair walls)	2,500.
Wall washing (including stone)	1,000.
Resilient flooring - main floor corridor	<u>1,200.</u>

4,700.

SI BINGHAMTH BLDG

Exterior painting	500.
Plaster repairs and painting	500.
Meeting valves	<u>350.</u>

1,350.

100 CHARLES STREET WEST

Redecorating	1,000.	1,000.
--------------	--------	--------

HEATING

Install piping to control valves Men's Residence	3,700.
" " " " Burwash Hall	1,300.
Locate air leaks and repair vacuum pump Emmanuel College	<u>3,000.</u>

8,000

\$ 28,975.

MAJOR RENOVATIONS AND REPAIRS 1963-64

BURWASH HALL

	<u>Reserve</u>	<u>Current</u>
1. New cafeteria type serving counter and alterations to pantry	\$ 70,000.	
2. Replacement of intercom	\$ 200.	
3. Deep freeze unit	\$ 2,300.	
4. New floor in store room	\$ 600.	
5. Redecoration Kitchen areas		\$ 1,300.
6. Refinishing furniture, side stands, tables etc	\$ 1,700.	
7. High Table serving area, refrigerator, stove, cupboards, etc.	\$ 1,800.	
8. Senior Common Room repairs, replace furniture	\$ 350.	\$ 150.
9. Junior Common Room repair furniture		\$ 80.
10. Redecorate cloak-room of S.C.R.		\$ 80.
11. Drapes for S.C.R.	\$ 200.	
12. Book shelves S.C.R.	\$ 150.	
13. Cleaning wells, windows, light fixtures, etc.		\$ 250.
14. Cleaning ventilation ducts		\$ 150.
15. Overhaul equipment		\$ 50.
16. Reduce small equipment, glass, cutlery, uniforms, towels, etc.	\$ 27,300.	\$ 400.
		<u>\$ 2,920.</u>

SUMMARY

Current -	\$ 2,920.
Reserve -	\$ 27,300.
Total -	<u>\$ 30,220.</u>

MAJOR RENOVATIONS AND REPAIRS 1963-64

MEN'S RESIDENCES

	<u>Reserve</u>	<u>Current</u>
Replace pillows	\$ 225.	
New mattresses 6'6"	\$ 1,700.	
Drapes for South House	\$ 550.	
Paint Gate House less 1 room		\$ 1,500
Paint South House less 3 rooms		\$ 1,700.
New bath floor - Gate House	\$ 500.	
Replace cracked basins (3)	\$ 1,000.	
Sand floors - Helles House		\$ 300.
Water shut off valves (main valves)	\$ 900.	
New locks and key system	\$ 3,000.	
Screens for window wells	\$ 200.	
	\$ 7,575.	\$ 3,500.

SUMMARY

Current - \$ 3,500
 Reserve - \$ 7,575
 Total - \$ 11,075.

MAJOR RENOVATIONS AND REPAIRS 1963-64

WOMEN'S RESIDENCES

	<u>RESERVE</u>	<u>CURRENT</u>
<u>Painting</u> - and wall washing in Annesley Hall	H.A.N. 1,000.)	
Margaret Addison and Wymllwood	A.N. 3,000.)	\$ 4,500.
	Wym. 500.)	
<u>Repairs</u> - Annesley Hall - furniture, bedroom floors plus general repairs (lamps, plumbing, etc.)		\$ 600.
Wymllwood - furniture & drapery repairs		\$ 150.
Margaret Addison - Lamps, windows, plumbing		\$ 300.
<u>New purchases:</u>		
Annesley Hall, reception room - new curtains - sofas and chairs, reupholstered -	\$ 500.	
(1962-63) Annesley bedrooms - new corkboard	\$ 1,920.	
Annesley - new stairs and rear hall rep.	\$ 1,100.	
Annesley & Margaret Addison - blankets		\$ 300.
Annesley & Margaret Addison - Linen		\$ 350.
Wymllwood - new metal grilles to replace wooden ones	2	\$ 60.
- plants in vestibule		\$ 50.
- Fabrics for upholstery	\$ 250.	
<u>Dry Cleaning:</u>		
Margaret Addison Hall, Rugs, Curtains, Furniture -		\$ 350.
Annesley Hall - curtains - chairs -		\$ 150.
Wymllwood - curtains, chesterfields, chairs		\$ 200.

SUMMARY

Current - Residence 3,500.00
 - Union 750.00
 Reserve - 3,770.00
 Laundry & cleaning - Residence 500.00
 - Union 200.00
 \$ 10,830.00

MAJOR RENOVATIONS AND REPAIRS 1963-64

ANNESLEY HALL KITCHEN

#	ITEM	COMPANY	RESERVE	CURRENT
1.	Lid for open-top steam kettle	Dundas		\$ 100.00
2.	Bliss machine overhaul	Hobart		\$ 188.45
3.	Vegetable Peeler overhaul	Hobart		\$ 153.00
4.	Re-hanging of window beside boiler-rooms	J.B.S.		\$ 75.00
5.	Mobile tray-truck for Coffee Shop	Cassidy		
6.	Water-Fountain(CS)	Dundas	\$ 135.00	\$ 400.00
7.	Jet-Spray for CS		\$ 300.00	
8.	Condiment Dispenser CS	Dundas-Gordon Brown	\$ 85.00	
9.	Dishes & Utensils CS	Cassidy		\$ 100.00
10.	Dishes & Utensils Kitchen	Cassidy		\$ 500.00
11.	Overhaul of electric oven	MacDonald		\$ 200.00
12.	Repair of bowls, dish-racks, etc.	Hobart		\$ 50.00
13.	2 new dish-racks	Hobart		\$ 45.00
14.	Steam kettle small capacity relocation of deep fat-fryer	Dundas	\$ 1000.00	\$ 300.00
15.	Repair steam cooker			\$ 250.00
16.	Typewriter			

SUMMARY:

Reserve -	1,920.00
Current - Dining Hall	1,861.45
Current - Coffee Shop	100.00
	<u>\$ 3,881.45</u>

SPECIAL PROJECTS FOR THE YEAR 1963-64

Grounds

In order to do necessary repairs and replacements to the Campus along with the recommendation as proposed by Mr. J. Austin Floyd to improve pedestrian traffic, the following suggestions are herewith submitted:

1. Replace 2 Elm trees that were destroyed in 1962 with 1 Red Maple 18' to 20' tall and one European Mountain Ash 18' to 20' tall	\$ 540.
2. Some of the existing walks are in a bad state of repair and require replacement	\$ 1,700.
3. Resurface Tennis Courts	\$ 750.
4. A wide (3 rows) low hedge from S.E. corner of Emmanuel College to sidewalk of Queen's Park Crescent	\$ 400.
5. Concrete walk and steps from S.W. corner of Victoria College to sidewalk of Queen's College including some planting on terrace	\$ 425.
6. Flagstone sidewalk at turning basin S.E. corner of Victoria Library	\$ 210.
7. Complete landscape planting and sodding to street line on west elevation of Emmanuel College and Birge-Carnegie Library, including all soil preparations	\$ 1,400.
8. Repair fence at Annesley Hall	\$ 1,200.
Total grounds expenditures	\$ 6,625.
Total Buildings expenditures (from next page)	\$28,975.
	<u>\$35,600.</u>

Office of the Superintendent
Special Projects for the Year 1963-64 continued

Page 2 of 2.

VICTORIA COLLEGE

Remove any loose stone from balance of exterior walls	\$ 950.
Recut "The Truth Shall Make You Free"	300.
Repaint all exterior walls	4,700.
Reset fireals	1,800.
Handfiller for Chapel	650.
Buzzer system - third floor	200.
Reframe and clean 5 oil portraits	700.
Sanding wood floor	300.
Interior Decorating	750.
Plaster dado in Alumni Hall	315.
Principal's Office	<u>1,000.</u>

11,475.

EMMANUEL COLLEGE

Interior decorating and wall washing	1,000.
Sand floors	300.
Resilient floor - men's common room	<u>950.</u>

2,250.

MC-CARMICHAEL LIBRARY

Interior decorating (corridors and stair wells)	2,500.
Wall washing (including stone)	1,000.
Resilient flooring - main floor corridor	<u>1,200.</u>

4,700.

51 BIRCHMOUTH ROAD

Exterior painting	500.
Plaster repairs and painting	500.
Heating valves	<u>350.</u>

1,350.

108 CHARLES STREET WEST

Redecorating	1,000.
--------------	--------

1,000.

HEATING

Install piping to control valves Herts Residence	3,700.
" " " " Burwash Hall	1,300.
Locate air leaks and repair vacuum pump Emmanuel College	<u>3,000.</u>

8,000.

\$ 28,575.

VICTORIA UNIVERSITY

VICTORIA UNIVERSITY WOMEN'S RESIDENCES AND DINING SERVICES
ESTIMATED OPERATING INCOME AND EXPENDITURES 1962-63

	Actual 1961-62	Budget 1962-63	Actual 1962-63 (Est. 2 mos.)	Budget Estimates 1963-64
<u>Statement 1</u>				
<u>INCOME</u>				
Student fees	155,108.	154,000.	161,700.	161,000.
Vacation	22,054.	20,000.	33,300.	33,000.
Food (Meals, etc.)	6,843.	7,000.	5,000.	4,500.
Other	<u>5,220.</u>	<u>5,900.</u>	<u>5,900.</u>	<u>5,800.</u>
Total Income	<u>189,225.</u>	<u>186,900.</u>	<u>205,900.</u>	<u>204,300.</u>
<u>EXPENDITURES</u>				
<u>Direct Food Services</u>				
Food	46,010.	47,500.	54,000.	55,000.
Salaries	5,992.	6,000.	6,850.	6,750.
Wages	35,134.	40,800.	38,800.	41,150.
Laundry & cleaning	930.	1,000.	1,250.	1,300.
Repairs & maintenance	4,077.	4,000.	2,100.	3,000.
Supplies & sundries	1,915.	2,000.	2,050.	2,100.
Total	<u>94,058.</u>	<u>101,300.</u>	<u>105,050.</u>	<u>109,300.</u>
<u>Direct Residence</u>				
Salaries	9,596.	11,300.	10,900.	11,700.
Wages	26,426.	28,500.	28,000.	31,500.
Laundry & cleaning	1,931.	2,100.	2,050.	2,100.
Repairs & maintenance	6,637.	10,000.	12,300.	10,000.
Supplies & sundries	7,800.	4,000.	4,450.	6,500.
Total	<u>48,420.</u>	<u>55,900.</u>	<u>57,700.</u>	<u>59,800.</u>
Indirect (see Statement 3)	30,402.	34,900.	31,562.	31,950.
Replacements & renovations	<u>12,000.</u>	-	-	-
Total expenditures	<u>184,956.</u>	<u>192,900.</u>	<u>194,312.</u>	<u>201,050.</u>
Surplus or (Deficit)	\$ 4,269.	-(5,920.)	11,588.	3,350.

VICTORIA UNIVERSITY

VICTORIA UNIVERSITY WOMEN'S RESIDENCES AND DINING SERVICES
ESTIMATED OPERATING INCOME AND EXPENDITURES 1962-63

	Actual 1961-62	Budget 1962-63	Actual 1962-63 (Est. 2mos.)	Budget Estimates 1963-64
<u>Statement 2</u>				
<u>OTHER REVENUE</u>				
Guests, functions & sales	5,240.	5,300.	5,220.	5,220.
Bond interest	680.	680.	680.	680.
	<u>5,920.</u>	<u>5,980.</u>	<u>5,900.</u>	<u>5,900.</u>
<u>Statement 3</u>				
<u>INDIRECT EXPENDITURES</u>				
Pension Plan	2,008.	2,300.	1,907.	1,350.
Staff House	1,040.	1,200.	1,000.	1,200.
Light & heat	10,170.	21,000.	19,500.	19,500.
Water	1,516.	2,300.	1,820.	2,000.
Telephone	2,898.	3,300.	2,700.	3,000.
Insurance	1,800.	1,800.	1,800.	1,800.
Stationery & office supplies	466.	600.	270.	500.
Administration	2,200.	2,200.	2,200.	2,200.
Drugs	300.	300.	270.	300.
	<u>30,407.</u>	<u>34,900.</u>	<u>31,547.</u>	<u>31,950.</u>

VICTORIA UNIVERSITY

VICTORIA UNIVERSITY MEN'S RESIDENCES AND DINING SERVICES
ESTIMATED OPERATING INCOME AND EXPENDITURES 1962-63

	Actual 1961-62	Budget 1962-63	Actual 1962-63 (Est. 2mos.)	Budget Estimates 1963-64
<u>Statement 1</u>				
<u>INCOME</u>				
Student fees	152,445.	158,500.	158,400.	158,500.
Vacation	12,296.	15,000.	20,000.	20,000.
Food (Meal Tickets)	1,187.	1,200.	750.	700.
Other (Statement 2)	9,030.	9,175.	8,876.	8,876.
Total income	<u>174,958.</u>	<u>183,875.</u>	<u>188,226.</u>	<u>188,076.</u>
<u>EXPENDITURES</u>				
<u>Direct Food Services</u>				
Food	47,676.	50,000.	51,400.	52,000.
Salaries	5,118.	6,350.	5,200.	7,150.
Wages	39,194.	41,700.	39,000.	40,500.
Laundry & cleaning	1,433.	2,000.	2,300.	2,500.
Repairs & maintenance	5,302.	6,250.	3,600.	4,100.
Supplies & sundries	1,991.	2,100.	1,280.	1,300.
Total	<u>100,714.</u>	<u>109,400.</u>	<u>104,780.</u>	<u>108,550.</u>
<u>Direct Residence</u>				
Salaries	4,078.	4,750.	4,930.	5,000.
Wages	35,531.	41,000.	40,000.	45,100.
Laundry & cleaning	3,324.	3,850.	4,100.	4,500.
Repairs & maintenance	4,285.	5,900.	5,000.	5,000.
Supplies & sundries	2,575.	2,500.	2,600.	2,600.
Total	<u>49,793.</u>	<u>58,000.</u>	<u>57,630.</u>	<u>62,200.</u>
Indirect (Statement 3)	31,158.	25,360.	28,873.	28,950.
Depreciation		8,000.	8,000.	8,000.
Replacements & renovations				
Total expenditures	<u>181,665.</u>	<u>199,760.</u>	<u>198,283.</u>	<u>207,700.</u>
Surplus or (Deficit)	<u>-(14,707.)</u>	<u>-(15,885.)</u>	<u>-(10,057.)</u>	<u>-(19,624.)</u>

VICTORIA UNIVERSITY

VICTORIA UNIVERSITY MEN'S RESIDENCES AND DINING SERVICES
ESTIMATED OPERATING INCOME AND EXPENDITURES 1962-63

	Actual 1961-62	Budget 1962-63	Actual 1962-63 (Est. 2 mos.)	Budget Estimates 1963-64
Statement 1				
OTHER REVENUE				
High Table	2,803.	2,500.	2,500.	2,500.
Events, functions & Sales	5,451.	5,500.	5,600.	5,600.
Parking	500.	500.	500.	500.
Band interest	276.	275.	275.	275.
	<u>9,030.</u>	<u>9,175.</u>	<u>8,875.</u>	<u>8,875.</u>

Statement 2

	Actual 1961-62	Budget 1962-63	Actual 1962-63 (Est. 2 mos.)	Budget Estimates 1963-64
INDIRECT EXPENDITURES				
Janitor Film	431.	550.	423.	650.
Heat & light	853.	900.	790.	900.
Water	21,223.	15,000.	15,000.	18,500.
Telephone	1,474.	1,540.	1,400.	1,500.
Insurance	2,256.	2,350.	2,300.	2,350.
Stationery & office supplies	2,100.	2,100.	2,100.	2,100.
Administration	321.	400.	450.	450.
	<u>2,500.</u>	<u>2,500.</u>	<u>2,500.</u>	<u>2,500.</u>
	<u>31,158.</u>	<u>25,340.</u>	<u>28,873.</u>	<u>28,350.</u>

VICTORIA UNIVERSITY

WYTHWOOD STUDENTS' UNION AND COFFEE SHOP
ESTIMATED OPERATING INCOME AND EXPENDITURES 1962-63

	Actual 1961-62	Budget 1962-63	Actual 1962-63 (Est. 2 mos.)	Budget Estimates 1963-64
Statement 1				
INCOME				
Student fees	15,252.	16,350.	17,120.	18,000.
Food (Meals, etc.)	30,104.	30,500.	37,000.	35,000.
Coffee Shop	232.	150.	150.	150.
Other (Functions)	—	—	—	—
Total income	<u>45,588.</u>	<u>47,000.</u>	<u>54,300.</u>	<u>53,150.</u>
EXPENDITURES				
Direct Food Services				
Food	14,547.	13,900.	16,800.	16,000.
Salaries	1,900.	2,000.	2,000.	2,050.
Wages	11,814.	14,700.	12,900.	13,900.
Laundry & cleaning	—	100.	100.	100.
Repairs & maintenance	191.	500.	200.	500.
Supplies & sundries	429.	400.	450.	450.
Total	<u>28,881.</u>	<u>31,600.</u>	<u>33,450.</u>	<u>33,000.</u>
Direct Union				
Salaries	1,900.	2,000.	2,000.	2,050.
Wages	5,930.	6,700.	6,700.	6,800.
Laundry & cleaning	—	450.	450.	450.
Repairs & maintenance	1,534.	1,600.	1,600.	1,600.
Supplies & sundries	552.	800.	750.	800.
Total	<u>9,923.</u>	<u>11,550.</u>	<u>11,100.</u>	<u>11,700.</u>
Indirect (See Statement 2)	5,220.	5,500.	5,550.	5,550.
Replacements & renovations	—	—	—	—
Total expenditures	<u>44,020.</u>	<u>48,650.</u>	<u>49,100.</u>	<u>50,350.</u>
Surplus or (Deficit)	-1,568.	-(1,650.)	+5,200.	+2,900.

VICTORIA UNIVERSITY

WYHILWOOD STUDENTS' UNION AND COFFEE SHOP
ESTIMATED OPERATING INCOME AND EXPENDITURES 1962-63

	Actual 1961-62	Budget 1962-63	Actual 1962-63 (Est. 2 mod.)	Budget Estimates 1963-64
STATEMENT 2				
INDIRECT EXPENDITURES				
Light & Heat	3,815.	4,000.	4,000.	4,000.
Water	230.	250.	300.	300.
Telephone	143.	200.	200.	200.
Insurance	400.	400.	400.	400.
Stationery & office supplies	32.	50.	50.	50.
Administration charges	600.	600.	600.	600.
Total	5,220.	5,500.	5,550.	5,550.