

ST JOHN'S COLLEGE ASSEMBLY MINUTES

For the meeting of February 13, 2008

Present: F. Albagmi, S. Alward, H. Bartley, D. Brydon, S. Close, D. Cooley, J. Dean, M. Einarson, M. Fehr, G. Friesen (chair), I. Froese, E. Jones, J. Hoskins, M. Kolodie, S. Kouritzin, P. Lampman, K. Markstrom, M. Mou, B. Norton, E. Palamar (secretary), T. Poulter, H. Shepherd, S. Sinclair, K. Smith, T. Sodeyi, J. Stafford, R. Thomas, K. Tomsons, C. Trott

Regrets: R. Alexander, B. Beare, M. Benbow, S. Blaikie, L. Broadhurst, B. Cantelo, W. Cariou, L. Carson, R. Clifton, B. Hallman, D. Hamilton, G. Lukács, D. McCance, B. Payne, P. Penner, J. Perepeluk, D. Phillips, B. Pope,

1. **Opening Prayer**

P. Lampman opened the meeting with prayer.

2. **Approval of the Agenda**

MOTION: That the agenda be approved as circulated
S. Alward/C. Trott

CARRIED

3. **Approval of the Minutes from the Meeting of October 23, 2007 (attachment 1 to the agenda)**

MOTION: That the minutes of October 23, 2007 be approved as circulated.
C. Trott/K. Smith

CARRIED

4. **Business Arising from the Minutes**

a) **Lecture Theatre Update**

I. Froese reported that the work on the Robert B. Schultz Lecture Theatre is progressing slowly. Recently, because of some issues with the contractors revising the work schedule, there was some concern that the lecture theatre might not be ready for September. A special meeting with the project manager, the president of the company, the contractor, the U of M and St John's College was held. At that meeting, SJC and the U of M stressed the importance of having the project completed by Sept 1, 2008. The contractor said that there was a lack of Labour force. Since that meeting, the contractor has hired more crew. Another meeting will be scheduled to discuss a detailed work schedule and critical path. It is the contractor's hope that the lecture theatre will be completed by the last week of June. The U of M is monitoring the work schedule.

5. **New Business**

a) **Honorary Degree Nominations – Closed Session**

MOTION: That we move into closed session.
C. Trott/S. Alward

CARRIED

MOTION 2: That we move out of closed session.
C. Trott/H. Shepherd

CARRIED

During closed session, Dr Judy Flynn was elected to receive an Honorary Fellowship at Convocation this year and two motions were approved recommending honorary degree nominees to Council for approval.

b) **Dean of Studies Position (attachment 2 to the agenda)**

MOTION 1: That G. Baldwin be nominated as the Dean of Studies from July 1, 2008 – June 30, 2009.
G. Friesen on behalf of Assembly Executive

WITHDRAWN

G. Friesen made a call for other nominations from the floor.

MOTION 2: That K. Smith be nominated as the Dean of Studies from July 1, 2008 – June 30, 2009.
E. Jones/S. Close

MOTION 3: That B. Hallman be nominated as the Dean of Studies from July 1, 2008 – June 30, 2009.
D. Cooley/K. Tomsons

G. Friesen reported that G. Baldwin said he would only let his name stand for nomination if there were no other nominations made. Since there were two other nominations, Assembly Executive withdrew their motion.

MOTION 4: That the nomination of G. Baldwin as the Dean of Studies from July 1, 2008 – June 30, 2009 be withdrawn.
G. Friesen on behalf of Assembly Executive **CARRIED**

MOTION 5: That nominations close.
B. Norton/S. Alward **CARRIED**

G. Friesen said that we would hold an election by a mail ballot, administered by the Registrar, to determine who will take on the one-year term.

Secretary's Note: Since the meeting an election was held and Dr Bonnie Hallman was elected as the Dean of Studies for a ~~three~~ ^{one} year term, July 1, 2008 - June 30, 2009.

c) **Budget Summary** (*attachment 3 to the agenda*)

I. Froese circulated the attached budget summary at the meeting and reported that, overall our expenses remain within the budgeted amounts, and our revenues are on track with what we have projected. We had some vacancies in the Residence for first term, but have managed to fill some of those rooms for second term. Café sales are up and food service revenue is up. The utility bill from the U of M will arrive soon. Ivan reported that he is not anticipating anything out of the ordinary.

d) **2008/09 Residence Rates** (*attachment 4 to the agenda*)

Following a considerable discussion in which the mechanism for determining the proposed rate increase was explained and alternative scenarios were offered, the following motions was made:

MOTION: That Assembly approves an increase to the residence rates by 4.3% for 2008-2009.
I. Froese on behalf of the finance Committee (21 for, 3 opposed, 2 abstentions) **CARRIED**

6. **Reports from College Committees**

a) **Finance Committee**

I. Froese reported that at the last Finance committee meeting, they approved the minutes of the last meeting, reviewed the trust accounts, switching from book value to market value, recommended 2008/09 budget parameters to council, reported on the construction of the Robert B. Schultz Lecture Theatre and discussed improvements to the Residence washrooms.

b) **Scholarship Committee – Award Report** (*Attachment 5 to the agenda*)

The Awards Clerk sent the Scholarship Committee's report of award recipients and alternates out with the agenda as information.

7. **Reports from College Officers**

a) **Warden**

In December, I submitted our annual budget request to the University budgeting process and in January, I met with members of Senior Administration. For the past number of years, the budget requests have

been for incremental funding, above our current budgeted level. We have been asking for

\$30,000 to pay for the "Opportunity Courses". This year, with the construction of the Robert B. Schultz lecture theatre, we will not be required to "purchase" super-numerary courses and so will only require the very small amount of funding to pay for the audio-visual set-up for the biology lectures. I have asked for funding to replace the revenue earned by one suite so that we could make that suite available for visiting lecturers. We have also requested a small amount of funding for inter-disciplinary and collaborative colloquia.

From January 21-23, the Development Officer and I visited alumnae and donors in Toronto. This was largely a stewardship trip in which we spoke with members of our community about the lecture theatre and our new initiatives.

In January, I met with Dr. Steven Johnson and Mr. Peter Brass at St John's Ravenscourt School about areas of mutual interest and recruiting SJR students for SJC. This week I meet with Mrs. Claire Sumerlus, the Head of Balmoral Hall, with a similar agenda.

The Dean of Studies and I recently responded to a request by the University Secretary to prepare briefing notes about St John's College for President-elect, Dr. David Barnard.

b) Dean of Studies

Since the last Assembly Meeting I have organized the following activities:

- 1) The first Soup and Bread Lecture was given on October 23 by Dr. Bonnie Hallman on "Shutterbugs: Families, Family Photos, and the Zoo as Leisure Environment". About 15 Fellows attended this event. The second Soup and Bread Lecture was given by Dr. David Punter on November 21 entitled, "Dwarf Mistletoe: Not for Kissing".
- 2) Dr. Susan Lobo, University of Arizona, was a Distinguished Visiting Lecture at the University and St. John's between October 25 and October 31. She presented seminars in the Departments of Anthropology and Native Studies, taught a class in Sociology, and gave a public lecture on the evening of October 30. She also had the opportunity to visit the Institute for Urban Studies at the University of Winnipeg, attend the Aboriginal Literary Festival in Brandon and the Metis Celebration at Manitowabee.
- 3) An End of Term Fellows and Staff Reception was held on Wednesday December 5. This is possibly the noisiest reception I have ever attended, which might have had something to do with the fine Wassail bowl prepared by Ian Park.
- 4) A College Family Christmas Party was held for the first time in many years on Saturday December 8. Despite the very cold day, which prevented the planned tobogganing activities (except the Thomas'), 38 Fellows, staff and their children attended an afternoon including "George the Science Guy", games, food, and a visit from St. Nicholas. The event was successful and those who attended would like to see it happen next year.
- 5) Dr. Karen Smith presented the third Soup and Bread Lecture on Monday January 24. The Faculty Lounge was crowded with Fellows, leaving no space to sit. I would like to thank Bill Norton for organizing the Soup and Bread Lectures this year.
- 6) The Annual Burn's Night Dinner was held on Friday January 25. Forty-six Fellows and friends enjoyed a superlative meal, good scotch and good company. I would like to thank Dr. Brenda Cantelo for working hard to organize this event.

Due to an upgrade on the student management system at the University, timetabling for next year has only now started. We are working with the Faculties of Arts, Science, Music, Architecture and Environment to ensure a rounded program for our students in the new lecture theatre.

I have submitted my resignation as Dean of Studies to Assembly as I will be on research/study leave from July 1, 2008 until June 30, 2009.

c) **Dean of Theology**

J. Stafford reported that Theology Faculty Council had a retreat on February 7, 2008 to discuss: sessional instructors, hiring proposal, reinstating M.Div. and B.Th. Programs, enrollments, relationship with the Winnipeg Theological Corporative, Budget considerations, the role of the Advanced Certificate, the role of ministry placements, and revisiting the question of academic of academic prerequisites for enrolment.

d) **Bursar**

I. Froese submitted the following written report for the minutes:

Residence

Because of delays with our insurance claim, the work has temporarily stopped under the Residence. The adjuster assigned to our claim hasn't been as responsive to our situation as we would like, and his efforts have not been very effective. As a result, I contacted our insurance agent who will work on our behalf to speed up the process and see that the process begins to move more quickly. I continue to be in contact with the University and Physical Plant and in conversation with them regarding the project, as this will ultimately end up being a joint claim between both parties.

Walkway

The walkway between Residence and the Cloister continues to be blocked off. We are waiting for an estimate from Physical Plant to repair the railings so that we can reopen this part of the College. Because of the scope of the work, the University architects are required to be involved, and this is contributing to the length of time it is taking.

Development Office

The Development Offices have all been repainted, and a lot of time and energy has been spend on re-organizing and streamlining the way their space is used. Feel free to drop in and see the changes that have been made.

e) **Chaplain & Dean of Residence**

Residence

At present, we have 96 residents (this includes a resident who is here for one month), and 4 vacancies. On Friday we will have a new student move into residence. At the end of February we will be welcoming three new graduate students from Brazil. At that time I expect that there will be only one vacancy.

The Residence Leadership Team is doing an excellent job. Community spirit is very good. The annual Snow Bowl game is planned for February 10th. The Residence Students' Association is doing a good job of implementing a wide variety of social events such as table tennis and pool table tournaments, movie nights, (one hallway was planning on going skating at the Forks this week, but it is now too cold). They are planning on going go-carting after reading break.

We are in 3rd place in the Spirit Cup competition with the other residences on campus. The ratings are: 1st East Tache; 2nd West Tache; 3rd St Johns; 4th University College, 5th Speechly, 6th Arthur Mauro.

On November 25, the College participated in a University recruiting event call the Evening of Excellence. The next recruiting event is "Info Days" here during reading week.

Interviews for next year's Residence Dons will take place in early March.

Chapel Worship and Activities

Sunday	4 pm Holy Communion (Holy Eucharist) 7 pm Choral Evensong (1 st Sun. each month with "All the King's Men")
Monday	9 am Morning Prayer, 12 p.m. Mid-Day Prayer
Tuesday	9 am Morning Prayer, 12 p.m. Mid-Day Prayer 4:30 pm Alpha Course; 9:40 PM Compline
Wednesday	9 am Morning Prayer, 12 p.m. Holy Communion (Eucharist) 2:30 Bible Study Group

Thursday 9 am Morning Prayer, 12 p.m. Mid-Day Prayer

The U of M Chaplains' Association met early in the term to organize our activities. Events include: a Shabbat Dinner planned for Friday February 1, at the Congregation Etz Chayim; Thursday, March 6, 2008 - World Day of Prayer Service, St. Paul's College - 10:15 am; PB Jam - Tuesday, March 11, 2008 - 9 am - 2 pm (sandwiches are made for the Winnipeg Boys and Girls Clubs).

The Chapel community and the wider College community are supporters of the U of M Food Bank. We prepared Christmas gift hampers for two single parent families. This work for the local Food Bank continues.

On Sunday Feb. 3, two U of M students were baptized at the main service at 4 pm. They are both international students.

We have a Bible Study group which meets on Wednesday afternoons and we are planning an Alpha Course (Introduction to the Christian Faith) which is taking place on Tuesday afternoons beginning Feb 19.

f) Development Office

M. Kolodie submitted the following written report for the minutes:

Lecture Theatre

The Lecture Theatre Campaign has now ended.

Number of Bricks sold to date: 137

Number of Seats in 118 sold to date: 37

Donations received for the Endowment Campaign up to December 31, 2007

\$1,270 Academic

\$1,275 Canadian Studies

\$2,185 Chaplaincy

\$1,000 Marjory Ward Lecture

\$34,867 Residence Improvements (includes one \$15,000 donation)

\$825 Theology, and we also received

\$17,260 in unrestricted funds

Phone Centre

The phone centre operation has ended. Student supervisor Tolu Sodeyi will submit a report to the Development Office by March 2008.

Reunion

60's reunion committee met on January 15, 2008. Kathy Mitchell and I went to the Richardson Centre in Smart Park for a mini tour of their facility. We were looking at this as a possible sightseeing tour for the re-union. Based on the information presented the committee approved this as one of two tours to be offered. The other will be a tour of Winnipeg and the changes that have occurred in the past ten years.

Travel

Dr Hoskins and I visited alumni in Toronto which Janet mentioned earlier. The trip was very rewarding for me, as I had the opportunity to meet some wonderful people. One highlight was that two of the people we met with were Violet and Keith McKean, and we were able to share in the celebration of Keith's 87th birthday. Janet gave him a copy of Jack Bumsted's history of St John's College.

Estate Gifts

The College is to receive approximately \$35,000 from the Beatrice Walker estate, which will be allocated to the Theology Endowment.

Foundation Gifts (Grant Funding)

From the G.N. Andison Foundation (\$2,500.00) and the F.K. Morrow Foundation (\$10,000), both to be used for Residence Improvements.

g) **Librarian** – Is on Leave

h) **Registrar**

E. Palamar reported that she will be recruiting at the U of M Info Days Feb 19 & 20, that she is almost finished compiling the annual report which, will go to Council for approval in March and is currently revising our promo booklet for the 2008-2009 year.

8. **Any Other Business**

a) **Report from the Senior Stick**

H. Shepherd submitted the following written report for the minutes:

Elections

Election dates have been set as follows:

-Senior Stick, Vice Stick, Treasurer, and ÚMSU Representative

-Nominations open March 3 and close at 4:30 PM March 10. Campaigning from March 11-16.

-Election March 17.

-Nominations for all other position open March 17 and close 4:30 PM March 24. Campaigning will occur from March 25-30 with elections March 31.

Good Times Social

The annual Good Times Social was held at Wise Guys on Campus February 1. There was a small turnout but those who attended enjoyed themselves. To promote membership in the College free drinks were dispensed at random on behalf of the Students' Association.

Iggles Advocate

The *Iggles Advocate* was released February 12. The Literary Director thanks all who submitted. Thanks are also extended to Dr. Karen Smith for submitting. It is hope such will be the beginning of many articles submitted by the Fellows.

Recruitment

Student Council members will be volunteering with to help the Registrar run the recruitment booth at Info Days during Reading Week.

c) **Faculty Assistant/Awards Clerk**

I. Froese reported that after nearly ten years of employment at St John's College, starting out in the Development Office, then as the College Receptionist and finally as the Faculty Assistant & Awards Clerk, Lesley Cowan has decided to explore other opportunities and end her time at St John's. Lesley also lived in our Residence as a student for a number of years, and so her involvement and association with the College has been a lengthy one. Lesley's last day will be March 31st, 2008 and we wish her nothing but the best in her future endeavors.

MOTION: That the Chair of Assembly writes a letter of thanks to Lesley Cowan for her service to the College.

C. Trott/J. Hoskins

CARRIED

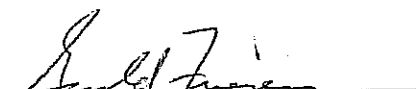
7. **Adjournment**


MOTION: That the meeting be adjourned.

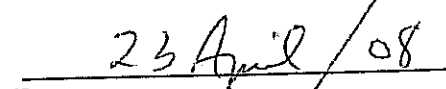
C. Trott/J. Hoskins

CARRIED

Official Copy of the minutes is signed by the chair and secretary and kept in the Registrar's office.


Chair


Secretary


Date

As of December 31, 2007

Attachments 1 to the minutes

	2006-07	2006-07	2007-08	2007-08
EXPENDITURES	Audited	Year to Date	Year to Date	Budget
Admin & Clerical U of M	494,136	327,402	352,892	462,975
Admin & Clerical SJC	71,333	58,907	52,736	85,636
Academic Programmes	64,983	59,493	11,197	98,890
Registrar's Office	11,382	9,596	10,971	12,090
Conferences & Summer Res	49,201	30,380	28,859	48,420
Residence	187,626	93,350	111,785	191,465
Food Services	689,744	484,127	531,187	740,403
Theology	176,813	123,193	101,156	161,708
Chapel	28,610	19,786	19,379	31,400
Development/Promotions	158,714	118,053	110,570	157,928
Capital Campaign	8,176	8,143	1,523	8,000
TOTAL EXPENDITURES	1,940,718	1,332,430	1,332,255	1,998,915
TOTAL EXPEND. (Ex. Theol.)	1,763,905	1,209,237	1,231,099	1,837,207
TOTAL EXP (ex.Theol&CapC)	1,755,729	1,201,094	1,229,576	1,829,207
SOURCES				
Previous Year Trust Revenue				
Theology	91,845	42,895	21,332	71,553
College Operations	17,163	15,045	1,000	17,910
Academic Programmes	59,232	52,368	0	80,516
Subtotal	168,240	110,308	22,332	169,979
Current Sources				
Admin & Clerical U of M	490,150	493,832	463,832	463,832
Annual Giving (unrestricted)	10,000	10,000	0	0
Misc. Rev. for College Oper.	8,539	3,318	9,178	13,450
Academic Programs	6,097	3,568	2,834	14,850
Conferences & Summer Res.	107,624	107,848	122,339	119,377
Residence	239,592	148,185	152,847	247,226
Food Services	823,088	608,900	659,005	870,066
Chapel	3,932	3,548	2,149	2,500
Theology	87,967	46,166	53,225	90,155
Total Current Sources:	1,776,989	1,425,365	1,465,409	1,821,456
TOTAL SOURCES	1,945,229	1,535,673	1,487,741	1,991,435
TOTAL SOURCES (ex. Theol.)	1,765,417	1,446,612	1,413,184	1,829,727
" " (ex. Theol.&Cap.C.)	1,765,417	1,446,612	1,413,184	1,829,727
CUR. OP. SURPLUS	4,511	203,243	155,486	-7,480
CUR. OPERATING (ex. Theol.)	1,512	237,375	182,085	-7,480
CUR. OPER. (ex.Th.& Cap.Camp.)	9,688	245,518	183,608	520
ACCUM. OP. SURPLUS	-44,107	159,136	111,379	151,656
AC. OP. SUR (ex. Theol.)	-65,359	172,016	116,726	164,536
Ac.Op.Sur (ex.Th.&Cap.Camp.)	26,716	272,234	210,324	272,754