

ST JOHN'S COLLEGE ASSEMBLY MINUTES

For the meeting of May 20, 2009

Present: G. Baldwin, M. Benbow, R. Clifton (Chair), G. Friesen, I. Froese, J. Hoskins, M. Kolodie, L. Kuffert, P. Lampman, W. Norton, E. Palamar (secretary), P. Penner, D. Punter, J. Stafford, R. Thomas, and L.A. Vermette.

Regrets: S. Alward, D. Arnason, B. Beare, L. Broadhurst, B. Cantelo, S. Close, B. Ferguson, B. Hallman, S. Kouritzin, G. Lukács, D. McCance, B. Pope, J. Powell, and L. Van De Spiegle.

1. Opening Prayer

P. Lampman opened the meeting with prayer.

2. Approval of the Agenda

MOTION: That the agenda be approved as circulated.

R. Ellis/G. Friesen

CARRIED

3. Approval of the Minutes from the Meeting of April 29, 2009 (attachment 1 to the agenda)

MOTION: That the minutes of April 29, 2009 be approved as circulated.

E. Palamar/W. Norton

CARRIED

4. Business Arising from the Minutes

a) Research Clusters

R. Clifton reported that Assembly Executive is looking into whether there should be a process to consider research clusters in the College in the future and will report back to Assembly in September.

5. New Business

a) Fellowship Nominations (Closed Session)

MOTION 1: That we move into closed session.

G. Baldwin/J. Hoskins

CARRIED

MOTION 2: That we move out of closed session.

G. Baldwin/J. Hoskins

CARRIED

During closed session the following motions were approved:

MOTION 3: That Ryan Eyford's term as a Research Fellow be renewed for a final one-year term.

G. Baldwin on behalf of the Membership Committee

CARRIED

MOTION 4: That Sheila Simonson's term as a Research Fellow be renewed for a one-year term.

G. Baldwin on behalf of the Membership Committee

CARRIED

MOTION 5: That David Punter's term as a Visiting Fellow be renewed for a one-year term.

G. Baldwin on behalf of the Membership Committee

CARRIED

MOTION 6: That Anthony Waterman be elected a Visiting Fellow for a one-year term.

G. Baldwin on behalf of the Membership Committee

CARRIED

b) Membership on Committees of Assembly

G. Baldwin reported that, in his opinion, it is better if the incoming Dean of Studies makes the recommendations for appointments to the committees of Assembly so this item is deferred until the September meeting. In the meantime, the committee membership will remain the same until the new appointments have been made.

c) Art, Music and Social Committee Terms (*attachment 2 to the agenda*)

The proposed terms were attached to the agenda. The following amendments were made:

Change "SJC" to "the College" throughout the document and number the two sections 1) and 2).

MOTION: That the terms of the Art, Music and Social Committee be approved as amended and added to the By-laws of Assembly.

J. Hoskins on behalf of Assembly Executive

CARRIED

A question was raised asking who is responsible for planning the Marjorie Ward Lecture Dinner. The answer was that the Dean of Studies is responsible for planning the dinner and sometimes asks for assistance from the Visiting Speakers/Canadian Studies committee or Art, Music and Social Committee. It was asked that this information be put in writing somewhere so it is clear who is responsible. This item will be added to the next Assembly Executive agenda to ensure this information is added to the existing Marjorie Ward Lecture terms of reference.

d) 2009 – 2010 Meeting dates (*attachment 3 to the agenda*)

MOTION: That the draft 2009/10 meeting dates be approved with the understanding that the dates can be changed at a later time if required.

J. Hoskins on behalf of Assembly Executive

CARRIED

6. Reports from College Committees

a) Assembly Executive

R. Clifton reported that at its last meeting, Assembly Executive asked the membership committee to develop a policy regarding private office space for retired fellows and for college guests.

7. Reports from College Officers

a) Warden

J. Hoskins submitted the following written report for the minutes:

The Search Committee for the Development Officer position met on Tuesday and short listed candidates. Interviews will take place next week and we hope that an appointment can be made soon after.

The Bursar and I, together with the Food Services Manger, have initiated a Food Services Review, recognizing that Food Services is such an important component of our organization. We will try to conclude the review this summer and take a report, together with any recommendations that arise, to Council and Assembly in the fall.

b) Acting Dean of Studies

G. Baldwin did not make a report. Assembly applauded him for his work as the Acting Dean of Studies as his term ends June 30, 2009 and this was his last Assembly meeting.

c) Dean of Theology

J. Stafford did not make a report.

d) Bursar

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

Construction

Washrooms – Construction on the first level washrooms is underway, and should be completed in the next few weeks

Tunnel – Construction of the tunnel area has also started, and jack-hammering began this morning. The Daily Bread Café is still open, and is accessible via the patio entrance. The project is scheduled to take 6 weeks.

Development Officer Position

Interviews are scheduled to take place on Monday, May 25h. The selection committee is made up of myself, Janet Hoskins, Lance Roberts, Bernie Beare, and Louise Carson

Beautification Day

Beautification Day is scheduled for tomorrow. Anyone who is interested in helping out is more than welcome to do so. There is a free BBQ lunch with prize draws in the Quadrangle at noon.

e) Chaplain & Dean of Residence

P. Lampman reported that in the Chapel, there is an Ascension celebration tonight, Choral Evensong the first Sunday of June and there will be two weddings in the chapel this summer.

f) Development Officer

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

Donor Wall/Bricks

All the information required for the sponsored bricks has been completed and sent to Brook Recognition Systems (company that will be designing the wall for us). The names for the donor wall are going through a final check.

Other

Development Office staff are presently searching for the addresses of approximately 1500 people.

I am attending six half-day workshops on the Essentials of Fundraising that are being delivered by Red River College in conjunction with the Manitoba Chapter of the Association of Fundraising Professionals.

g) Librarian

R. Ellis did not make a report. Assembly applauded him for his work as the College Librarian as he is retiring and this was his last Assembly meeting.

h) Registrar (attachment 1 to the minutes)

E. Palamar reported that she usually circulates the membership statistics as this meeting but because she does not have the information from the U of M yet she will circulate the report with the minutes for information.

8. Any Other Business

a) Report from the Senior Stick

There was no report as Lynn Van De Spiegle sent regrets to the meeting.

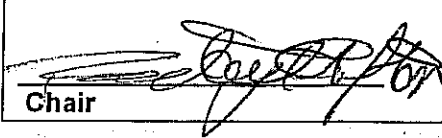
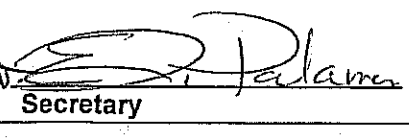
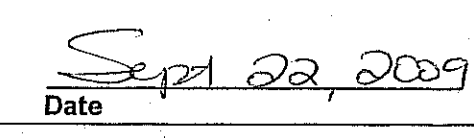
9. Adjournment

MOTION: That the meeting be adjourned.

G. Baldwin/l. Froese

CARRIED

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

		
Chair	Secretary	Date

ST JOHN'S COLLEGE ACADEMIC YEAR END MEMBERSHIP STATS

as of May 2009

Faculty	1998/99	1999/00	2000/01	2001/02	2002/03	2003/04	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10
Agriculture & Food Sci.	11	9	8	7	6	5	6	11	7	12	9	
Arts	99	101	81	97	101	99	100	99	132	117	111	
Extended Education	11	3	6	11	14	14	18	18	10	14	12	
Dentistry	0	0	0	1	1	5	3	3	3	2	3	
Education	12	10	1	7	7	14	9	6	13	10	15	
Engineering	25	21	12	20	19	22	29	31	31	39	40	
Environment Earth & Res	0	0	0	0	0	10	11	9	6	12	15	
Environmental Design (Architecture)	2	0	20	4	3	7	13	6	8	5	10	
English as a Second Language pre-degree	0	0	0	0	0	0	0	0	0	0	2	
Fine Arts	6	9	3	9	4	5	7	12	17	16	8	
Grad Studies	33	30	44	46	48	47	46	49	78	72	73	
Human Ecology	7	3	8	4	9	9	14	16	16	13	10	
Law	2	1	3	4	5	4	4	5	8	7	11	
Management/Business	17	17	24	22	23	32	27	31	24	32	29	
Medicine	1	1	4	3	4	5	5	5	10	12	20	
Medical Rehab	0	0	2	5	2	2	3	4	3	2	2	
Music	5	9	5	3	2	5	6	7	4	6	6	
Nursing	4	2	10	14	16	14	10	6	14	21	23	
Pharmacy	5	6	12	13	14	4	4	8	10	9	7	
Kinesiology & Rec. Mgmt.	18	13	8	3	4	6	5	5	7	8	6	
Science	70	85	82	78	101	98	108	110	118	129	132	
Social Work	3	3	2	0	1	4	2	3	3	4	6	
University 1	101	80	93	118	104	114	121	179	145	169	143	
U of M TOTAL	438	405	428	469	488	525	551	623	667	705	693	
SJC Diploma in Applied Theology – Year 1						2	4	3	3	4	3	
SJC Diploma in Applied Theology – Year 2						0	2	4	3	4	2	
SJC Advanced Certificate						0	0	2	1	1	0	
Special Students (enrolled in various courses)						4	9	12	17	20	11	
International College of Manitoba students, living in residence, who couldn't officially hold a SJC membership because they do not have U of M student numbers.						0	0	0	0	0	11	
Students in the U of M's English Language Program, living in residence, who couldn't officially hold a SJC membership because they do not have U of M student numbers.						15	15	0	18	16	20	
Total including Theology, and English Language Students						546	581	641	710	750	740	

St John's College – Standing Committees (2009-10)

Archives, College Press, Library

Warden

Dean of Studies

Librarian

D. Arnason (2007-10)

W. Cariou (2007-10)

[D. Cooley (2008-11)] on leave

S. Kouritzin (2008-11)

L. Roberts (2007-10)

P. Thomas (2007-10)

A.M.C. Waterman (2009-10)

Art, Music, Social

Warden

Dean of Studies

Art Curator, (S. Alward), S. Close

Music Fellow, K. Markstrom

B. Cantelo (2009-2012)

R. Eyford (2009-10)

G. Lukacs (2008-11)

A. Perry (2008-11)

S. Sinclair (2007-10)

B. Hallman (2009-10)

R. Thomas (2007-10)

vacancy

Assembly Executive

4 members elected by Assembly for 3-year or lesser terms; at least one shall be a student

Warden

Dean of Studies

Dean of Theology

Chair: R. Clifton

L. Kuffert (2009-2012)

[S. Close (2008-11)] on leave

Winter

S. Sinclair (2009-2012)

W. Norton (Winter 2010)

Student: (Senior Stick)

Assembly Representatives on

Faculty of Theology

(2 members appointed by Assembly upon the nomination of the Dean of Theology)

R. Thomas (2009-12)

K. Smith (2008-11)

Council Representatives

(6 members appointed by and from Assembly, of whom at least 1 shall be a College Fellow and at least 1 shall be a student)

S. Alward (2008-2011)

B. Payne (2009-2010)

G. Friesen (2008-2011)

vacancy

L. Roberts (2006-011)] leave Fall 2009

A. Waterman (Fall 2009)

Student: (Senior Stick)

Finance and Administration

(3 members elected by Assembly)

(A = Assembly, C = Council)

Chancellor

Vice Chancellor

Bursar

Dean of Theology

Dean of Studies

B. Beare (C) (6/30/2011)

D. Hum (A) (2009-2011)

E. Jones (A) (2009-11)

L. Roberts (A) (Jan. 2010-12)

G. Baldwin (C) (6/30/2010)

D. Punter (A) (Fall 2009)

Council vacancy

Honorary Degrees

(Chancellor, the Vice-Chancellor, and four members appointed annually by and from Assembly)

Chancellor

Vice-Chancellor

D. Brydon (2007-10)

K. Fowler (2009-11)

D. McCance (2009-11)

B. Payne (2007-10)

Membership

Warden

Dean of Studies (Chair)

D. Arnason (2009-12)

S. Alward (2007-10)

M. Benbow (2007-10)

W. Norton (2009-2011)

L. Kuffert (2008-11)

K. Markstrom (2007-10)

A. Perry (2008-11)

Religious Affairs

(2 members of Assembly, 1

Theology student, 1 other student)

Warden

Dean of Theology

Chaplain

P. Penner (2007-10)

R. Thomas (2007-10)

Theology student

Student:

Scholarship

(3 Fellows elected by Assembly; if scholarships to be listed on U of M transcripts, require a majority of "faculty representatives")

Warden

Dean of Studies (Chair)

Registrar

Theology Rep: P. Lampman

B. Hallman (2009-12)

S. Kouritzin (2008-11)

L. Kuffert (2007-10)

G. Lukacs (2008-11)

K. Smith (2008-11)

Development Officer: (as resource)

Student Affairs

(3 students, preferably 1 day & 1 Res. 1 member of Assembly)

Warden

Dean of Studies

Dean of Residence

Registrar

Vice-Stick

B. Cantelo (2009-12)

Res. Student:

Day Student:

Student:

Visiting Speakers/Canadian Studies

Warden

Dean of Studies (Chair)

M. Benbow (2008-11)

D. Cooley (2009-10)

B. Cantelo (2009-12)

R. Eyford (2009-10)

W. Cariou (2009-11)

A. Perry (2008-11)

J. Stafford (2008-11)

K. Fowler (2009-11)

Esquire Bedells

R. Clifton

S. Kouritzin

DRAFT

Policy on Research Clusters

BACKGROUND:

There are formal procedures at the University of Manitoba for establishing Research Chairs and Research Centres. Occasionally, groups of academics may wish to form informal groups to help advance their research interests. College Fellows may wish to formalize these clusters and to have the support of the College. For example, an informal research cluster "Charting Canadian Social Change", formed to study social change since 1960, was formally approved by Assembly in October 1996, and in May 2009 another cluster was formally approved, the "Quality Schools Network", formed to study the quality of elementary and secondary schools in Canada. Even earlier, the College supported the "Brooker Project" – research and editing of the papers of Bertram Brooker (1973-74) – and the "Selkirk Papers" – editing and publishing of the papers of Lord Selkirk (1979-81).

St John's College supports informal clusters of researchers. If College Fellows would like to have their group formally recognized by the College, they must present a proposal to the College Assembly outlining:

1. the names of the Fellows associated with the Cluster;
2. the names of other persons associated with the Cluster, if any;
3. the name and purpose of the Cluster;
4. the advantages that will accrue to the College;
5. the advantages that will accrue to the Fellows; and
6. A statement of resources requested from the College to support the activities of the research cluster

College Assembly will vote on the proposal, and if it passes, the prospective research cluster will be permitted to form the Research Cluster for a maximum of a 5-year term. At the end of the five years, the Research Cluster will be dissolved unless the Fellows confirm, in writing to Assembly, that they wish it to continue for another 5-year term.

Approved by Assembly: (date)
DRAFT: 9/17/2009

REVISIONS FOR ASSEMBLY APPROVAL

St John's College

Marjorie Ward Lecture Terms of Reference

established 1980, on the retirement of Marjorie (Webster) Ward

Background:

Marjorie Webster was born (1920) and raised in Winnipeg, and educated in local schools and business college.

From 1941-46, she was employed as a civilian clerk with the R.C.A.F. From 1946-48, she served as secretary to the Superintendent of the Indian and Eskimo Residential School Commission, first in Winnipeg and then in Ottawa. Returning to Winnipeg, she was first private secretary to the Sales and Merchandising Manager of the Winnipeg Electric Company, before joining St John's College in 1951.

From 1951 until her retirement in 1980, she served as Registrar of the College, Secretary to the Warden and to St John's College Council. As Warden Emeritus Laurence F. Wilmot said, "she was, in fact, in charge of all the College operations". From her time at the College, when it was still on Broadway, until her retirement from the College on the campus of the University of Manitoba, she assisted hundreds of confused (and unhappy) students to find and to register in the courses they required, while keeping the College smoothly running. Many have returned over the years to express their gratitude for her help. Equally, she was a friend and a constant help to College Fellows, both new and old. In 1976, St John's College made Marjorie an Honorary Fellow of the College. She retired in 1980 and moved to Kelowna, BC, where she worked for five years as the first Admissions Officer at Okanagan College. In her retirement, Marjorie has maintained her interest in the College, frequently returning to Winnipeg to attend Lectures and other College events.

During her life in Winnipeg, Marjorie was an active member of St Luke's Church for 30 years, singing in the choir. She was a member of the Philharmonic Choir for 15 years, serving as its secretary and treasurer. She married John E. Ward in 1966; he passed away in 1995.

College Assembly established the Marjorie Ward Lecture in her honour in 1980 (and the first Lecture delivered by Dr. W.S.F. (Bill) Pickering in November 1981).

Terms of Reference

~~The Dean of Studies is responsible for organizing the Marjorie Ward Lecture and Associated Events.~~

Under normal circumstances, the Marjorie Ward Lecturer

- shall be a prominent Canadian outside St John's College
- be an expert in, or have an interest in, Canada, with preference given to western Canada
- be active in the field of Canadian Studies, which is interpreted to mean the arts, including creative writing, music, film and architecture; history; aboriginal peoples; politics and public policy; economics; geography and environmental issues, religion and sociology of Canada. *Dean of Studies*
- shall select the topic and title of the Lecture, though the committee may wish to suggest an area
- will not be an active politician, (i.e., not a current mayor, councilor, MLA or MP)

The Committee Will seek ~~Efforts should be made~~ to rotate the speakers and their topics among the various fields mentioned above.

Award:

The Lecturer will be offered an honorarium (\$1,000 in 2004-5), and, as required, travel expenses (including return air fare and accommodation, meals, etc. for the duration of the stay in Winnipeg).

The Lecture will ~~may~~ be preceded by a dinner and followed by a reception in the College for the Lecturer and audience. Fellows and their guests will be billed for the dinner at the advertised rates.

THE JAMES FROST CROSS MEMORIAL TROPHY

Terms of Reference

Background:

Donated by Alex K. Morphy, October 11, 1950. Dr. James Frost Cross was a College Graduate, Dean of Residence, Machray Fellow, Doctor of Divinity, and scholar in mathematics at St John's College (1899-1939).

Amount to be awarded annually:

\$100 + miniature of trophy. The recipient's name will be engraved on the College's original trophy.

Date of first award:

Criteria:

The James Frost Cross Memorial Trophy (to be retained by the College) and a miniature of the same, shall be presented to the student of St John's College deemed to be the most proficient in the combined fields of academics, ~~minimum 3.00 GPA~~, and athletics, and to have made a significant contribution to the welfare of the College and his/her fellow students.

Deadline Date:

Nomination forms are to be completed and returned to the St John's College Students' Association office by ~~April~~.

Process for selecting recipient:

- The Awards Clerk will post nomination forms early in the second term.
- Nominations must be signed by the nominee, and include transcripts supplied *by the nominee*. Nominations should be turned in to the SJCSA office or the General Office by April 1st.
- The SJCSA Awards Selection Committee (as defined in the SJCSA Constitution) will meet to select a candidate to present for SJCSA's approval at the next council meeting. Any member of the Selection Committee who was nominated for the Trophy will not serve on the Committee
- If approved by SJCSA, the nomination will be submitted in writing, along with the complete nomination to the Scholarship Committee c/o the Awards Clerk.
- If approved by the Scholarship Committee, the nomination shall be submitted to the Warden for approval.
- Once approved by the Warden, the Awards Clerk will notify the recipient and SJCSA
- The name of the recipient will be announced at the next Assembly meeting, and the trophy will be presented at Convocation in November.
- If no candidate qualifies, no award will be made.

Method of Payment:

The cheque, trophy, and booklet shall be presented to the recipient at College Convocation.

Donor Notification:

N/A

REVISION INFORMATION:

The following changes were made to the terms at the June 1, 2009 meeting of the Scholarship Committee:

1. Add a minimum GPA of 3.00 to the criteria in the terms of reference.
2. To change the application deadline from **March 15th to April 1st** and to omit the April 1 submission date from point 4 under Process for selecting recipient in the terms of reference as follows: - If approved by SJCSA, the nomination will be submitted in writing, along with the complete nomination to the Scholarship Committee c/o the Awards Clerk. ~~no later than April 1st~~.

TED AND EDNA POULTER SCHOLARSHIPS

Terms of Reference

Background: Ted is a graduate of 1958, President of the Friends of SJC from 2002-2008, and has chaired two Broadway & Before reunions. Edna and Ted's daughter Pam graduated in 1985. These scholarships are established as a result of Ted's involvement as a student, teacher and administrator in St. Vital School Division #6 for over 60 years and as recognition of their belief in the importance of higher education in the lives of young peoples and in the belief that one should pay back something in return for benefits received. Approved by Assembly Executive in Assembly's name, February 23, 2009. Ratified by Assembly on April 29, 2009.

Amount to be awarded annually: Two equal scholarships of \$750 will be awarded annually, one at Glenlawn Collegiate and one at Dakota Collegiate, Winnipeg.

Criteria: The scholarships are to be awarded based on the following criteria:

- The student must be eligible to graduate in the current school year, with a minimum graduating average of 78%;
- Upon graduation, the student must apply for and be accepted in a program of studies at the University of Manitoba;
- The selection committee should consider demonstrated leadership in student affairs, sports, music, or other school-related activities;
- The recipient must become a member of St John's College; and be registered in a program of studies at the University of Manitoba by September.
- The College Registrar will encourage the recipients to enrol in classes held in St John's College

Note on St John's College Membership: All University of Manitoba students are eligible to become members of St John's College. Students may select their college of membership on their university application form, or they may register as college members using the university's registration system. Students are *not* required to be registered as St John's College members in order to be considered for this scholarship. Recipients will be required to join the College at the opening of Fall Term if they wish to receive the scholarship. Students may contact the College at 474-8531 or at 92 Dysart Road, Winnipeg MB R3T 2M5 for more information on membership.

Selection of Recipients: Based on the above criteria one recipient and one alternate are to be selected by the administration and staff at the respective collegiates. The Louis Riel School Division will forward the name, address, and University of Manitoba student number (if available) of the recipients, along with the basis for selection, to the Awards Clerk, St John's College, 92 Dysart Road, Winnipeg MB R3T 2M5. The names of the recipients will be received by the St John's College Scholarship Committee and reported to Assembly of St John's College.

Announcement of Recipients: Recipients are to be declared at the annual June graduation ceremony at the respective collegiates. They will also be invited to the annual convocation of St John's College in November, where their award certificates will be presented. Recipients' names will also be printed in the convocation program.

Method of Payment: The recipients will receive their financial award from St John's College at the St John's College opening of term BBQ in September. If any recipient does not register as per the criteria, the award will go to the alternate, if one was chosen by the selection committee. If no alternate was chosen, or if the alternate's registration does not meet the criteria, no award will be made, and the funds will be returned to the endowment fund for the award, which is to be held by St John's College.

Donor Notification: The respective collegiates will notify Ted & Edna Poulter.

REVISION INFORMATION

After approving these terms at the April 29, 2009 meeting of Assembly, a recommendation was made that the scholarship committee considering changing points 2 and 4 under criteria from "University 1" to "in a program of studies" to open it up to students who have direct entry to other faculties such as Music and Engineering. The Scholarship committee met and revised the terms as suggested. Assembly needs to approve the revisions.

PROPOSAL FOR A WILMOT BURSARY *DRAFT TERMS*

September 15, 2009

Background: Established in 2008 by Mrs. Grace Nunn in memory of her husband, the ^{Canon} Rev. Lawrence Wilmot (1907-2003), to assist theological students with their expenses.

Laurence Wilmot MC, Canon Laurence "Laurie" Frank Wilmot was born on 27 April 1907 at Clanwilliam, Manitoba, on the farm that his family had established after emigrating from England and Ireland. He entered St John's College as a student about 1921-2, intending to pursue a program in engineering. Instead, in 1925, he transferred to a theology program. He was ordained in the Diocese of Brandon and spent some years there, then served the churches at Swan River and the St Faith Mission.

He enlisted in the Canadian military starting in 1942, serving as a chaplain in Italy and northwestern Europe, for which he was awarded the Military Cross. On his return to Canada after the war, he returned to academe and earned degrees in divinity and philosophy. He served as field secretary in the General Board of Religious Education, Rector of St Mary Magdalene Church in Winnipeg for one year then, in the fall of 1950, became Warden of St John's College.

Rev. Wilmot went to Oxford in 1961 to complete an MA, after which he worked in psychiatric hospitals in the USA and Canada, then became a coordinator of Continuing Education in Winnipeg. In his 70s, he earned a second MA.

He was the founding president of Creative Retirement Manitoba, and he remained active to the end of this life. His book *The St John's College Story, A Documentary* was launched on his 95th birthday. Two years later, he published *Through the Hitler Line: Memoirs of an Infantry Chaplain*, at age 96. He died on 13 December 2003, in Winnipeg, of pneumonia. (Ref: *The Manitoba Historical Society*).

Amount of Endowment: \$66,356

Amount to be awarded annually: As per College policy. 3 equal awards, 2 for students enrolling in the Diploma in Applied Theology program and 1 for a student continuing in either the Diploma in Applied Theology or Advanced Certificate program. In the event that any of the bursaries are not awarded, the income not awarded shall be added back to the capital of this fund.

Note: the combined value of the awards made by the College to the recipient shall not exceed the cost of the recipient's tuition fees at the Faculty of Theology for the year in which the awards are held.

Date of First Award: July 31, 2010

Criteria:

The recipient:

- Must be entering the first year of the Diploma in Applied Theology program or continuing in either the Diploma in Applied Theology or Advanced Certificate program in the Faculty of Theology.
- Must demonstrate financial need.
- Must demonstrate a commitment to and capacity for ministry.

Application Deadline: July 31st

Process for Selecting Recipient: Application forms are to be completed and submitted to the Dean of Theology along with a financial need work sheet and 2 reference forms that speak to the applicant's commitment to and capacity for ministry by the application deadline. Faculty of Theology Council will consider the applications and will submit a nomination of recipients and at least one alternate for the approval of the Scholarship Committee.

The Scholarship Committee acts in Assembly's name with respect to final selection of recipients of individual scholarship, bursaries, awards, and prizes, and reports its actions at the following meeting of Assembly.

Method of Payment: The award will be applied to the recipient's Faculty of Theology tuition fees. An appropriate announcement will be made at the College Convocation. The award certificate will be presented the College convocation in November and the recipient's name will be printed in the convocation booklet.

Donor Notification: Spouse, Mrs. Grace Nunn shall be notified in writing when the recipient is selected. The recipient will be encouraged to send a thank-you letter c/o the College.