

ST JOHN'S COLLEGE ASSEMBLY Agenda

For the meeting of March 17, 2021 @ 2:30 pm via Zoom

1. Approval of the Agenda

2. Approval of the Minutes of the meeting on November 18, 2020.

3. Business arising from the Minutes of the November 18, 2020 meeting

4. New Business

- a) Residence Rates
- b) Budget
- c) Wardens Search
- d) Motion from Membership Committee
- e) Diversity among Fellows discussion
- f) Micro-credentials

5. Other Business

6. Reports

a) Reports from College Officers

Warden

Dean of Studies

Chaplain

Bursar

Dean of Residence

Development Officer

Registrar

b) Report from Senior Stick

7. Adjournment

ST JOHN'S COLLEGE ASSEMBLY Minutes

For the meeting of November 18, 2020 @ 2:30 pm via Zoom

Present: C. Trott, M. Minor, S. Peters (Secretary), C Penner, L. Valmestad, D. McCance, S. Close, C. Piotrowski, I. Froese, B. Hallman, H. Holbrook, J. Markstrom, J. Dueck, J. Weimer (Chair), M. Hughes, G. Bak, M. Benbow, R. Thomas, B. Duncan, A. Perry, M. Evans, D. Oliver, D. Watt, H. Enns

Regrets: A. Desmarais, B. Collins, K. Fowler, L. Kuffert, B. Cantelo,

1. Approval of the Agenda

MOTION: That the agenda be approved as distributed.

S. Close / J. Dueck

CARRIED

2. Approval of the Minutes of the meeting on September 22, 2020.

MOTION: That the minutes of the September 22, 2020 be approved as distributed.

J. Markstrom / I. Froese

CARRIED

3. Business arising from the Minutes of the September 22, 2020 meeting

None

4. New Business

- a) Budget Summary – The Bursar informed Assembly that we are a little bit behind where we were the year before which is good considering the shutdown due to COVID-19, but we had a good cohort in the residence over the summer, and the wage subsidy program. Our situation will look worse over time as the shutdown continues, and changes to the wage subsidy program. We will continue on as we need to.
- b) Scholarship Update – The Registrar noted that the awards have been distributed, though a few will need to change as some of the residence awards given are not now living in residence so they need to be re-awarded.
- c) Appointment of Chaplain – The Warden introduced the Rev. Helen Holbrook. She will be appointed by Council on November 25. She begins at the College on Monday, November 23.
- d) Appointment of Development Coordinator – The Development Officer informed Assembly that Theresa Morgan is the new Development Coordinator and she started on Monday, November 15, 2020. We are happy to have her on board.
- e) Report from Theological Education Council – The Warden reviewed the report from the Theological Education Council as submitted by Heather McCance. We continue to offer courses that are accredited through Canadian Mennonite University for those who want academic accreditation. We have also opened up the courses for anyone who wants personal development for

\$200 and have done quite well with that. We are offering one course right now.

- f) Warden's Search – C. Penner, reported that we met and have revised the job ad, with an application deadline of January 30, 2021. With candidates asked to give talks in February and March. When the ad is posted, we will ask Assembly members to share the link to listserves, with people you think might be suitable candidates. There will be targeted ads as well.

5. Other Business

Liv wanted some input regarding the Art Competition, if we should have some kind of online contest, instead. She will call a meeting of the committee but would like some input.

J. Dueck asked if there was interest from students. Or is it just another thing for students to do which they don't really need right now?

Liv: I'm not sure. She did not get much response when mentioned at her faculty council. Maybe I'll take it up with the committee.

M. Minor would support keeping it going as many students who have participated in the past generally have pieces ready anyway, so it wouldn't be necessary for them to make something to enter. The bigger consideration is the committee's time.

Liv: I will see if I can get this going.

B. Hallman: I would hate to see this not happen. It is something positive for students to look forward to.

S. Close: It is a great event and want it to go ahead, and I give thanks to Liv for her energy she puts into this.

6. Reports

a) Reports from College Officers

Warden

St John's College
Warden's Report to Assembly
November 18, 2020

One of the things about working in a pandemic is that everything seems to take so much longer. I want to thank the College staff for their ongoing commitment and diligence in their work. They have been keeping the wheels turning while working in difficult times. I have continued teaching my one course but have taken on the additional responsibility of one of the graduate courses in my Department when the instructor injured herself.

- 1) Chaired the University of Manitoba Press Board, September 24
- 2) Attended Diocesan Council, September 25
- 3) Hosted the launch of the book "Words of the Inuit", September 28
- 4) Hosted on-line Matriculation, October 4
- 5) Attended Native Studies Department Meeting, October 5
- 6) Chaplain's Search committee meetings and interviews October 12, 20, 21, November 2
- 7) Chaired Theological Education Council, October 13
- 8) Attended the Indigenous Representation on University Governance Committee, October 16
- 9) Attended Diocesan Synod, October 17
- 10) Development Coordinator hiring meetings and interviews, October 20, 26
- 11) Attended Native Studies Department Council, October 22

- 12) Attended Rupert's Land News Board meeting, October 27
- 13) Attended Heads of Anglican Colleges Meeting, October 27
- 14) Participated in Virtual Open House for University, October 28
- 15) Attended Diocesan Council, October 28
- 16) Attended Senate, November 4
- 17) Attended Senior Executive Retreat, November 5

Dean of Studies

Acting Dean of Studies Report to Assembly:

I am currently A/ Dean of Studies while Dr. Epyllt Jones is on Research leave for the Fall Term 2020. As well, I am also Associate Dean (Academic) and Chair of the Environmental Design Program for the Faculty of Architecture for the 2020-21 Academic year (1-year term position). Some of the committees, activities and meetings I am involved with relate to both of these positions, such as the Associate Dean Undergraduate Committee.

Here is a list of activities undertaken since my last report that relate to my role as A/Dean of Studies:

Committees Attended:

Associate Dean Undergraduate Committee: October 5
November 2

SJC Scholarship Committee Meeting: October 9 Chaired the selection meeting.

U of M Workshops Attended:

Attended Budgeting Process Workshop September 25
Attended Sexual Violence Policy & Positive Culture Workshop October 23
Attended Search Committee Workshop October 2
Attended Diversity presentation October 30

Meetings:

SJC Staff meeting: November 3
SJC Assembly Executive meeting: November 3
SJC Council Executive meeting: November 3
SJC Council: September 30

Matriculation: October 4 Participated in Matriculation and meet new College members

Other:

Attended Farewell for Chaplain Andrew Rampton October 5

Submitted by Susan Close
November 9, 2020

Chaplain

No report

Bursar

Bursars' Report to Assembly, November 18th, 2020

Financial

As of the end of September, here is some relevant financial data that will hopefully provide some context to where we are amid the pandemic:

Overall we are approximately \$35,000 behind where we were last year at this time. Given the circumstances and considering how successful our previous year was, that is a positive position to be in – and this is taking into account the cost to provide all of our Residents with a new laptop for their online studies. We have been able to achieve this by limiting our discretionary spending as much as possible and utilizing the Canada Emergency Wage Subsidy Program. Also, the number of summer residents we had provided us with a baseline of revenue. Our residence numbers have dropped slightly for the fall term and may decrease for the winter term as well.

Our goal moving forward is to minimize our losses as much as possible and operate as efficiently as we can, continuing to rely on and benefit from the CEWS program. This should allow us to emerge relatively intact by the time activities on campus resume some sort of normalcy and our operations are able to rebound to a level near where they were before the pandemic.

Residence / Operations

As previously stated, the health and safety of our students and staff remains our top priority, and we are continuing with all our enhanced protocols including additional washroom cleaning, individually served meals, mandatory masks in public spaces, and ongoing physical distancing. We have kept two of our apartments vacant to be used as quarantine space should the need arise.

A few students have returned to their home outside of Canada, but our numbers remain relatively stable. As mentioned above, we were able to give each Resident who will be staying with us for the fall and winter term a brand new quality Dell laptop so they can maximize their chances of success while they study online. I was able to give these out to students personally, and it was extremely rewarding to witness their appreciation and hear how grateful they were to the College. One student made a point of telling me that he could feel how genuinely the College cares about its students and how much that meant to him. I cannot think of a better measure of the College's success than that.

Due to the recent increased restrictions in Winnipeg, the Daily Bread Café has reduced its service to take-out only. Our Food Service and Housekeeping staff continue to do their work safely and at a high level. Everything is running very well, and St John's is so appreciative of the work they have done

Dean of Residence

See the Bursar's Report

Development Officer

Development Officer Report to Assembly
November 2020

Fundraising

- The Fall campaign will be mailed over the next couple of weeks.
- Total raised to date is \$24,845
- There is a stock transfer coming in of \$50,000 which is to be directed to Chaplaincy and the new residence.
- We have been advised that a sizeable portion of the estate will likely be received prior to the end of this year. Probate has been granted. This will be directed to the new residence including naming opportunity.
- We are to receive \$100,000 from a second bequest. Also, likely before the end of this year.

Capital Campaign

- Continuing to work with the consultant, Kat Kupca.
- Setting up a steering committee for fundraising for the campaign.

Alumni/Stewardship

- Continuing to call/zoom with Johnians.

Marketing/Communications

- The next issue of In Lumine will be mailed in the new year.
- Working on the Christmas e-newsletter and card.

Staffing

- We have hired Theresa Morgan as the Development Coordinator. Theresa is to start in the Development Office on the 16th November.

Misc

- We have been advised (informally) that we will be receiving Manitoba Scholarship and Bursary Initiative (MSBI) for the 2020/2021 fiscal year. We are awaiting to hear the exact amount and when we will receive the funds.

Respectfully submitted by:

Jackie Markstrom
9th November, 2020

Registrar

I continue as Acting Awards Clerk. Recipients have all been notified and we are in the process of sending out the awards, etc.

On October 28, Chris and I, and Mercy, our vice-stick, participated in the University of Manitoba's Virtual Open House. This was in place of the usual Evening of Excellence. We shared a virtual booth with St. Paul's College and St. Andrew's College. Overall, I would say this was a bust, especially in terms of speaking with local students, and rural Manitoba students

about the Residence. However, Chris and I each spoke with an international student (or parent of), who were interested in the Residence.

The migration to the new website continues. The structure is being built, and I will be assisting with the writing of content. I am to meet with the transition team the week of November 16, to discuss and find out more about the progress.

Sherry Peters
Registrar

b) Report from Senior Stick

Assembly Report – Nov 18th

By: Breanna Duncan

Position Openings

We have a new sustainability coordinator, Mark Livingston! We are still looking for an Assembly Representative.

Assembly Representative

1. Attending Assembly meetings and reporting information to the college
2. If the representative cannot attend, they are responsible of finding a proxy, to take their place

UMSU Strike Board of Director Meeting

We are a member of UMSU's Board of Directors, BOD, and we had a vote on the motion that they were attempting to pass regarding the strike.

The council voted to support all three of these motions, and all three motion were also passed at the conclusion of the UMSU BOD meeting. UMSU also created an open letter condemning the government's response to UMFA.

Adapting to Covid-19 Restrictions

- I have meet and discussed incorporating potential new possibilities with each position about how to adapt to new Covid-19 restrictions and how-to increasing use online platforms and implement social distancing.
 - o Examples: Sports Representative will be creating post about exercising and how incorporate healthy lifestyle tips!
- We continue to meet weekly which serves as a community builder and to foster greater communication and synergy amongst council members.

Past Events

Manitoba Mutts 5k Run

Community Outreach organized a virtual 5K walk/run on October 27th. Participants went for a walk or run that they could break up into as many days as they liked, until they reached 5K! Participants registered and they each received an SJC 5K medal! All proceeds were donated to Manitoba Mutts animal rescue. We raised \$ 307 of net profit! Pictures included below:

Trick or Eat Event

We hosted a Winnipeg Harvest Food Drive. Council members hung door flyers asking for donations and Winnipeg did not disappoint! The willingness to give, especially during these uncertain times, is more appreciated than ever. We were able to donate an astounding 215 pounds! Pictures included below:

EDI Presentation Valerie Williams and Megan Bowman

We had a presentation discussing the importance of respect, inclusion and diversity amongst our SJC councils' members and generally. Council members provided great feedback about the importance of this and the things they learnt!

Sustainability Halloween

We made posts about how to incorporate sustainability in making Halloween costumes and consumption!

Upcoming Events

Hosting Office Hours

We are looking at the possibility of potentially hosting virtual office hours starting in Winter semester of 2021! We believe that this will be fruitful, as it will allow us to include more members-at-large, especially targeting those in their first year; with studies online, students are more isolated at home than ever, so hopefully we can increase engagement through this! We are going to create a guide for students to discuss any information they may want to know about SJC life and the opportunities and activities that the college provides!

Netflix and Chill Event

We are going to be hosting a Netflix Party, where participants can join us in watching Enola Holmes, we will be including prizes, trivia and more at this event to promote engagement and foster community.

Sustainable Christmas

We are going to do an online series via our social media accounts regarding how to make Christmas less wasteful moving towards being more sustainable! This will also include council members being featured in videos, and posting their own tips and tricks!

Virtual Paint Night

More details to come soon!

Thanks,
Breanna Duncan
Senior Stick

7. Adjournment

MOTION: To adjourn

I. Froese

CARRIED



CERTIFICATE AND DIPLOMA FRAMEWORK

Preamble

1. This Framework applies to all certificate and diploma programs, including the micro-credentials encapsulated within each category.
2. Programs may only be named in accordance with the credential designations set out in this Framework. For further clarification:
 - a. There will not be an Advanced Certificate or Advanced Diploma credential. If a sponsoring unit wishes to indicate that a certificate or diploma requires another certificate or diploma as a pre-requisite or builds upon a more advanced body of knowledge, the designation may be as follows:
 - (i) Certificate/Diploma in Advanced “X”; or
 - (ii) Certificate/Diploma in “X”, Level 2.”
 - b. Micro-credentials are defined as shorter programs, that:
 - (i) are comprised of a minimum of 2 unique courses, and of no more than 108 contact hours at the certificate level or 18 credit hours of course work at the diploma level.
 - (ii) certify learning outcomes through formal assessment; and
 - (iii) can be stand-alone, stackable, laddered, or embedded within other programs (see 3 below).

Micro-certificates, micro-diplomas, and graduate micro-diplomas fall under this category.
 - c. Although educational experiences under the Short Courses and Programs credential may be referred to as “workshop, seminar, short course, short program” or the like, they may not be referred to by any of the other credentials.
3. Stackable credentials are credentials that are modular in nature, and when combined with others, result in the awarding of a larger credential; laddering of credentials is when one credential articulates into another resulting in students receiving established credit within the program, shortening the path to program completion. Embedded Credentials, or credentials which are incorporated within a degree program, must first be established as a Credential in accordance with this Framework.
4. In the case of multi-unit collaboration on a non-degree program, a lead Faculty/College/School (or sponsoring unit) must be identified.

*The Office of the Provost will develop and maintain a proposal template for all categories of Certificate and Diploma programs. The templates, which may be revised from time to time by the Office of the Provost, will be used to assess compliance with the Framework and to maintain an inventory/database of program information.

Non-Degree Level Programs

CREDENTIAL			
Non-Degree Level			
Characteristic	Letter of Accomplishment or Participation	Micro-certificate	Certificate
Definition	Short courses/programs focused on professional skills or community enhancement, through educational experiences such as workshops and seminars.	A short, flexible program focused on specific professional skills and/or knowledge development. Consisting of non-degree courses equivalent to a minimum of 36 instructional contact hours to a maximum of 108 instructional contact hours. Stand-alone.	A structured program of studies focused on developing knowledge and/or professional skills in a specific field. Consisting primarily of non-degree credit courses equivalent to a minimum of >108 instructional contact hours and a maximum of 400 instructional contact hours (average of 1 year). Stand alone.
Entrance Requirements	To be determined by the sponsoring unit(s).	1. Minimum University entrance requirements: (a) for students not enrolled in a degree program at the University of Manitoba: must meet the direct entry or advanced entry entrance requirements for a program at the University of Manitoba. (b) for students currently enrolled in a degree program at the University of Manitoba: must be in good academic standing within their current program of study. 2. Program specific requirements.	1. Minimum University entrance requirements: (a) for students not enrolled in a degree program at the University of Manitoba: must meet the direct entry or advanced entry entrance requirements for a program at the University of Manitoba. (b) for students currently enrolled in a degree program at the University of Manitoba: must be in good academic standing within their current program of study. 2. Program specific requirements.
Student Performance Requirements	1. Participant work may be, but need not be, formally evaluated. Where not formally evaluated, participation/ attendance is the primary requirement. 2. No specified number of classroom or contact hours. 3. No maximum time limit to complete.	1. Participant work is formally evaluated. 2. Letter or pass/fail grades are assigned. 3. Sponsoring unit(s) determine performance requirements. 4. Sponsoring unit(s) determine maximum time limit.	1. Student work is formally evaluated. 2. Letter or pass/fail grades are assigned. 3. Sponsoring unit(s) determine performance requirements. 4. Sponsoring unit(s) determine maximum time limit.
U of M Delivered Content	100% of instructional contact hours at U of M.	For programs with fewer than 72 instructional contact hours, 100% delivered by U of M. For programs with 72 or more instructional contact hours, a minimum of 75% of instructional contact hours at U of M.	Minimum of 50% of instructional contact hours delivered by U of M.
Recognition For Credit	No. However, sponsoring unit(s) may recognize completion of short courses and programs, where assessment occurs, toward instructional contact hours required for Micro-Certificates and Certificates. Faculties/College/Schools which have previously articulated transfer of credit for affected Micro-Certificates and Certificates must first agree.	Non-degree courses completed as part of a Micro-Certificate may be recognized towards a Certificate in same or related fields of study. Micro-certificates may be stackable or laddered into Certificates in same or related fields of study and subject to program regulations. Formal articulation of recognition of credit requires Senate approval Faculties/Colleges/Schools which have previously articulated transfer of credit for affected Certificates must first agree.	1. Prior to program approval: sponsoring unit(s) will consult with relevant Faculties/Colleges/Schools to articulate transfer of credit into a diploma or degree-level program. 2. Subsequent to program approval: a) relevant Faculties/Colleges/Schools may agree to additional transfer of credit; and b) student may approach Deans/Directors to request transfer of credit for other programs. Formal articulation of recognition of credit requires Senate approval.

CREDENTIAL			
Non-Degree Level			
Characteristic	Letter of Accomplishment or Participation	Micro-certificate	Certificate
Approvals Process	Faculty/School/Division, with report to Senate for information.	Faculty/School/Division Council endorses and reports to Senate for approval under concurrence without debate prior to implementation.* As part of the program development process, sponsoring unit(s) must: a) consult with Libraries to determine resources needed; b) consult with other appropriate units in relation to other resource needs; c) consult with the Office of the Registrar and Enrolment Services on student information system requirements; and d) where appropriate, consult with community and industry partners and other stakeholders.	Faculty/School/Division Council endorses and reports to Senate for approval under concurrence without debate prior to implementation.* As part of the program development process, sponsoring unit(s) must: a) consult with Libraries to determine resources needed; b) consult with other appropriate units in relation to other resource needs; c) consult with the Office of the Registrar and Enrolment Services on student information system requirements; and d) where appropriate, consult with community and industry partners and other stakeholders.
Quality Assurance (Program Content)	Sponsoring unit(s)'s responsibility. Based on feedback from participants, instructors, community and faculty partners, and other stakeholders. Sponsoring unit(s) head is responsible for ensuring Quality Assurance review process is in place.	Sponsoring unit(s)'s responsibility. Based on feedback from participants, instructors, community and faculty partners, and other stakeholders. Sponsoring unit(s) head is responsible for ensuring Quality Assurance review process is in place.	Sponsoring unit(s)'s responsibility. Based on feedback from participants, instructors, community and faculty partners, and other stakeholders. Sponsoring unit(s) head is responsible for ensuring Quality Assurance review process is in place.
Participant/ Student Status	Participant	Student	Student
Participant/ Student Records	Sponsoring unit(s) maintain participant records.	Office of the Registrar and Enrolment Services maintains student records.	Office of the Registrar and Enrolment Services maintains student records.
Transcript/ Other recognition	1. Letter of Accomplishment where work is formally evaluated. 2. Letter of Participation where work is not formally evaluated.	Transcript	Transcript
Approval of Graduates	Faculty/College/School/Division Council, at minimum for information.	Faculty/College/School/Division Council	Faculty/College/School/Division Council
Insignia and Signatures on Credential	1. University Logo. 2. Signed by Dean(s)/Director(s)	1. University logo 2. Signed by Dean(s)/Director(s)	1. University logo 2. Signed by Dean(s)/Director(s)
Awarded at Convocation	No	No	No

Undergraduate Level Programs

CREDENTIAL			
Undergraduate Level			
Characteristic	Micro-Diploma	Diploma	Post- Baccalaureate Diploma
Definition	<p>A short, flexible program of studies focused on core knowledge in a field or interdisciplinary field of study.</p> <p>Consisting primarily of undergraduate degree credit courses equivalent to a minimum of 9 credit hours and a maximum of 18 credit hours. May include other types of instructional or learning opportunities, such as professional development or work-integrated-learning experiences.</p> <p>May be: 1. Stand alone; and/or 2. Embedded in an undergraduate degree.</p>	<p>A structured program of studies focused on developing broad knowledge in a field or interdisciplinary field-of study.</p> <p>Consisting primarily of undergraduate degree credit courses equivalent to a minimum of 21 credit hours and a maximum of 60 credit hours. May include other types of instructional or learning opportunities, such as professional development or work-integrated learning experiences.</p> <p>May be: 1. Stand alone; and/or 2. Embedded in an undergraduate degree.</p>	<p>A structured program of studies focused on enhancing and building advanced knowledge in a field or interdisciplinary field of study.</p> <p>Consisting primarily of undergraduate degree credit courses equivalent to a minimum of 21 credit hours and a maximum of 60 credit hours. May include other types of instructional or learning opportunities, such as professional development or work-integrated learning experiences.</p> <p>Stand alone.</p>
Entrance Requirements	<p>1. Minimum University entrance requirements: (a) for students not enrolled in a degree program at the University of Manitoba: must meet the direct entry or advanced entry entrance requirements for a program at the University of Manitoba. (b) for students currently enrolled in a degree program at the University of Manitoba: must be in good academic standing within their current program of study. 2. Program specific requirements.</p>	<p>1. Minimum University entrance requirements. Must meet the direct entry or advanced entry entrance requirements for a program at the University of Manitoba. 2. Program specific requirements.</p>	<p>1. Degree in a related field. 2. Program specific requirements.</p>
Student Performance Requirements	<p>1. Student work is formally evaluated. 2. Letter or pass/fail grades are assigned. 3. Sponsoring unit(s) determine performance requirements. 4. Sponsoring unit(s) determine maximum time limit.</p>	<p>1. Student work is formally evaluated. 2. Letter or pass/fail grades are assigned. 3. Sponsoring unit(s) determine performance requirements. 4. Sponsoring unit(s) determine maximum time limit.</p>	<p>1. Student work is formally evaluated. 2. Letter or pass/fail grades are assigned. 3. Sponsoring unit(s) determine performance requirements. 4. Sponsoring unit(s) determine maximum time limit.</p>
U of M Delivered Content	<p>For programs with 12 credit hours or fewer, 100% delivered by U of M. For programs with more than 12 credit hours, a minimum of 75% delivered at U of M.</p>	<p>Minimum of 50% of credit hours delivered by U of M.</p>	<p>Minimum of 50% of credit hours delivered by U of M.</p>
Recognition For Credit	<p>Degree-level courses completed as part of a Micro-Diploma may be recognized towards a Diploma, Post-Baccalaureate Diploma or undergraduate degree program, subject to the Senate approved program regulations.</p> <p>Micro-diplomas may be stackable or laddered into Diplomas, Post-Baccalaureate Diplomas or undergraduate degree programs in same or related fields of study.</p> <p>Formal articulation of recognition of credit requires Senate approval</p>	<p>Degree-level courses completed as part of a Diploma may be recognized toward an undergraduate degree program, where appropriate and subject to the Senate approved program regulations.</p> <p>Diplomas may be laddered into undergraduate degree programs in same or related fields of study.</p> <p>Formal articulation of recognition of credit requires Senate approval.</p>	<p>Not applicable.</p>

CREDENTIAL			
Undergraduate Level			
Characteristic	Micro-Diploma	Diploma	Post- Baccalaureate Diploma
Approvals Process	<p>1. Faculty/School Council. 2. Senate, upon recommendation of Senate Committee on Curriculum and Course Changes, and Senate Planning and Priorities Committee and other Senate Committees, as required. 3. Board of Governors; and 4. Province, as required.*</p> <p>As part of the program development process, sponsoring unit(s) must: a) consult with relevant departments/faculties/colleges/schools in respect to use of courses and/or recognition of credit; b) consult with Libraries to determine resources needed; c) consult with other appropriate units in relation to resource needs; d) consult with the Office of the Registrar and Enrolment Services on student information system requirements; and e) where appropriate, consult with community and industry partners and other stakeholders.</p>	<p>1. Faculty/School Council. 2. Senate, upon recommendation of Senate Committee on Curriculum and Course Changes, and Senate Planning and Priorities Committee and other Senate Committees, as required. 3. Board of Governors; and 4. Province, as required.*</p> <p>As part of the program development process, sponsoring unit(s) must: a) consult with relevant departments/faculties/colleges/schools in respect to use of courses and/or recognition of credit; b) consult with Libraries to determine resources needed; c) consult with other appropriate units in relation to resource needs; d) consult with the Office of the Registrar and Enrolment Services on student information system requirements; and e) where appropriate, consult with community and industry partners and other stakeholders.</p>	<p>1. Faculty/School Council. 2. Senate, upon recommendation of Senate Committee on Curriculum and Course Changes, and Senate Planning and Priorities Committee and other Senate Committees, as required. 3. Board of Governors; and 4. Province, as required.*</p> <p>As part of the program development process, sponsoring unit(s) must: a) consult with relevant departments/faculties/colleges/schools in respect to use of courses and/or recognition of credit; b) consult with Libraries to determine resources needed; c) consult with other appropriate units in relation to resource needs; d) consult with the Office of the Registrar and Enrolment Services on student information system requirements; and e) where appropriate, consult with community and industry partners and other stakeholders.</p>
Quality Assurance (Program Content)	Program to be included in the sponsoring unit(s) undergraduate program review, as outlined in the U of M Policy and Procedure on Academic Program Reviews.	Program to be included in the sponsoring unit(s) undergraduate program review, as outlined in the U of M Policy and Procedure on Academic Program Reviews.	Program to be included in the sponsoring unit(s) undergraduate program review, as outlined in the U of M Policy and Procedure on Academic Program Reviews.
Participant/ Student Status	Student	Student	Student
Participant/ Student Records	Office of the Registrar and Enrolment Services maintains student records.	Office of the Registrar and Enrolment Services maintains student records.	Office of the Registrar and Enrolment Services maintains student records.
Transcript/ Other recognition	Transcript	Transcript	Transcript
Approval of Graduates	Faculty/College/School, for report to Senate for information.	Faculty/College/School informs Registrar for Senate approval.	Faculty/College/School informs Registrar for Senate approval.
Insignia and Signatures on Credential	<p>1. University logo 2. Signed by Dean(s)/Director(s)</p>	<p>1. Academic Seal. 2. Signed by Dean/Director, President, Chancellor, Chair of Board.</p>	<p>1. Academic Seal. 2. Signed by Dean/Director, President, Chancellor, Chair of Board.</p>
Awarded at Convocation	No	Yes	Yes

Graduate Level Programs

CREDENTIAL		
Graduate Level		
Characteristic	Graduate Micro-Diploma	Graduate Diploma
Definition	<p>A short, flexible program of studies focused on core knowledge in a field or interdisciplinary field-of-study at a graduate level.</p> <p>Consisting of graduate courses equivalent to a minimum of 6 credit hours and to a maximum of 9 credit hours.</p> <p>May be:</p> <ol style="list-style-type: none"> 1. Stand alone; and/or 2. Embedded in a graduate degree. 	<p>A structured program of studies focused on developing graduate-level knowledge in a field or interdisciplinary field of study.</p> <p>Consisting primarily of graduate courses equivalent to a minimum of 12 credit hours and a maximum of 18 credit hours.</p> <p>Stand alone.</p>
Entrance Requirements	<ol style="list-style-type: none"> 1. Degree in related field. 2. Minimum Faculty of Graduate Studies entrance requirements. 3. Program specific requirements. 	<ol style="list-style-type: none"> 1. Degree in related field. 2. Minimum Faculty of Graduate Studies entrance requirements. 3. Program specific requirements.
Student Performance Requirements	<ol style="list-style-type: none"> 1. Student work is formally evaluated. 2. Letter or pass/fail grades are assigned. 3. Minimum performance requirements are determined by Faculty of Graduate Studies. 4. Faculty of Graduate Studies determines maximum time limit. 	<ol style="list-style-type: none"> 1. Student work is formally evaluated. 2. Letter or pass/fail grades are assigned. 3. Minimum performance requirements are determined by Faculty of Graduate Studies. 4. Faculty of Graduate Studies determines maximum time limit.
U of M Delivered Content	Minimum of 6 credit hours must be delivered by U of M	Minimum of 50% of credit hours delivered by U of M.
Recognition For Credit	<p>Graduate-level courses completed as part of a Graduate Micro-Diploma may be recognized toward a Graduate Diploma or graduate degree program, where appropriate and subject to the Senate approved program regulations.</p> <p>Graduate Micro-Diplomas may be stackable or laddered into Graduate Diplomas or graduate degree programs in same or related fields of study.</p> <p>Formal articulation of recognition of credit requires Senate approval</p>	<p>Graduate-level courses completed as part of a Graduate Diploma may be recognized toward a graduate degree program, where appropriate and subject to the Senate approved program regulations.</p> <p>Graduate Diplomas may be stackable or laddered into graduate degree programs in same or related fields of study.</p> <p>Formal articulation of recognition of credit requires Senate approval</p>

CREDENTIAL		
Graduate Level		
Characteristic	Graduate Micro-Diploma	Graduate Diploma
Approvals Process	<p>1. FGS Faculty Council. 2. Senate, upon recommendation of Senate Planning and Priorities Committee. 3. Board of Governors; and 4. Province, as required.*</p> <p>As part of the program development process, sponsoring unit(s) must: a) consult with relevant departments/faculties/colleges/schools in respect to use of courses and/or recognition of credit; b) consult with Libraries to determine resources needed; c) consult with other appropriate units in relation to resource needs; d) consult with the Office of the Registrar and Enrolment Services on student information system requirements; and e) where appropriate, consult with community and industry partners and other stakeholders.</p>	<p>1. FGS Faculty Council. 2. Senate, upon recommendation of Senate Planning and Priorities Committee. 3. Board of Governors; and 4. Province, as required.*</p> <p>As part of the program development process, sponsoring unit(s) must: a) consult with relevant departments/faculties/colleges/schools in respect to use of courses and/or recognition of credit; b) consult with Libraries to determine resources needed; c) consult with other appropriate units in relation to resource needs; d) consult with the Office of the Registrar and Enrolment Services on student information system requirements; and e) where appropriate, consult with community and industry partners and other stakeholders.</p>
Quality Assurance (Program Content)	Program to be included in the sponsoring unit(s) graduate program review, as outlined in the U of M Policy and Procedure on Academic Program Reviews.	Program to be included in the sponsoring unit(s) graduate program review, as outlined in the U of M Policy and Procedure on Academic Program Reviews.
Participant/ Student Status	Student	Student
Participant/ Student Records	Office of the Registrar and Enrolment Services maintains student records.	Office of the Registrar and Enrolment Services maintains student records.
Transcript/ Other recognition	Transcript	Transcript
Approval of Graduates	Faculty/College/School, for report to Senate for information.	Faculty/College/School informs Registrar for Senate approval.
Insignia and Signatures on Credential	<p>1. University logo 2. Signed by Dean(s)/Director(s)</p>	<p>1. Academic Seal. 2. Signed by Dean/Director, President, Chancellor, Chair of Board.</p>
Awarded at Convocation	No	Yes

St John's College
Warden's Report to Assembly
March 17, 2021

Members of Assembly received my last report to College Council dated January 27. Since that time, I have continued to teach one course on-line and represent the College at community and University functions:

- 1) Attended the Winnipeg Foundation Agency Annual Event, January 28.
- 2) Co-chaired the Anglican-Mennonite Dialogue, January 28
- 3) Attended Senate, February 3
- 4) Attended Vancouver School of Theology lecture offered by Amy-Jill Levine, Feb 5
- 5) Attended Diocesan Council, Feb 6
- 6) Chaired U of M Press Board, Feb 9
- 7) Attended WAG/Qaumajuq event with Winnipeg Chamber of Commerce, Feb 10
- 8) Consultation with President on qualities for new Provost, Feb 11
- 9) Attended Provost's Council to receive EDI Report, Feb 11
- 10) Attended Indigenous Representation in University Governance Committee, Feb 11
- 11) Attended SJCSA fundraiser Magic Show, Feb 12
- 12) Two Fireside Chats with the Warden, Feb 16 and Feb 18
- 13) Attended Board Meeting for Rupert's Land News
- 14) Attended Carleton University Conference on Inuit Relocations, Feb 25
- 15) Attended Senate, March 3
- 16) Participated in Marjorie Ward Lecture, March 4
- 17) Attended Indigenous Representation in University Governance Committee, March 9
- 18) Phone Calls with Major Donors and Alumni, March 8, 10
- 19) Attended Provost's Council, March 12
- 20) Attended Native Studies Department Meeting, March 16

Since Council has established ad hoc committees on fundraising and a building steering committee, I have been taking part in the regular meetings of both of these.

Dean of Studies: Report to Assembly/Council March 2021

Marjorie Ward Lecture

The lecture, delivered by Prof. Brenda Child (Univ of Minnesota) was quite successful. There was a high level of interest in the event, and a lot of registrations, although actual attendance was about the same number as the lecture usually attracts. I'd like to thank Amy and Theresa for all their support on promotion and with ensuring the security of our Zoom event. If you missed it, you can view a recording at <https://www.youtube.com/watch?v=hSswFhL1-Do>

The Student Art Competition continues this year, despite pandemic challenges! Students submitted thirty incredible pieces for the competition. You can see these in a virtual exhibit created by our Art Fellow, Liv Valmestad. Please visit it and vote for the 'People's Choice' prize – the competition is open until March 26th. <https://stjohnsartcompetition.wordpress.com/>

Diversity and SJC Fellowship

Since the last Assembly, I sent out a message to Fellows (with the help of the Membership Committee) encouraging them to share their thoughts with me about the future of the SJC Fellowship, given the opportunity we have to renew the College. I received a few messages with ideas and support, and I appreciated those responses. This has been included in the Assembly agenda for discussion.

Programming and Budgetary challenges

The pandemic has interrupted a significant amount of academic programming at the College, although we have maintained key elements (such as the awarding of student scholarships, and the Marjorie Ward Lecture) and of course our shared governance procedures. As we go forward, there are really two challenges: we don't know when we are going to be able to return to our normal ways of interacting and building community; and, we are uncertain of the budgetary resources we will have.

Financially, the good news is that the academic budget at SJC is funded partially by endowments. It will still be possible for us to maintain some activities, even with financial insecurity and quite possibly a budgetary deficit that may last for a while. The College has slightly delayed the presentation of its annual budget, because of fiscal uncertainties, but as soon as we have some solid information for planning, I will be developing an Academic Programs budget for the coming year for Assembly approval.

At the same time, I do have a number of concerns about potential cuts to programming. I will continue to monitor the situation, and bring issues to the Finance and Admin committee for discussion as needed. We may be looking at the necessity of fundraising or other innovations in order to be able to continue to have activities such as the term receptions, Soup and Bread lectures, travel and research support funds, and so on. I welcome your thoughts on these matters.

March 2021 Report to St. John's College Assembly

Residents

March 20th Event: During lunch in the Daily Bread Café, residents will gather, and I will lead them in therapeutic art. It is hoped this will foster community and provide the residents with an opportunity to meet me. Covid restrictions will be observed.

Student Council

Facilitated an on-line retreat on March 6th. Went well, served to build community and engage in some spiritual practices.

On-line services

Offer Celtic Daily prayer on Tuesday and Thursdays. During let offer a Lenten reflection every Wednesday. There will be a Good Friday stations of the cross meditation in the chapel. It will be filmed on Thursday April 1st. May do something for Easter.

University of Manitoba Chaplaincy Group

One year anniversary of COVID ceremony on March 23rd. Time to be confirmed but a poster will be sent out.

Overall

Sense of hope in the air with the announcement from Government about vaccines (promise to vaccinate all adults end of May). Also, the good weather has brought some promise of increased freedom to walk around and connect with people outside. There is some weariness with on line world for students and staff so all are looking to a September opening of the campus.

My Hope

Possibly start a drop in outside gathering in May but will work with Fayaz and Ivan to see if this is possible.

Submitted by Rev. Helen Holbrook SJC Chaplain

Bursar's Report to Assembly March 17th, 2021

Update on CEWS

When this program was first launched in the spring of 2020, St John's College was initially shut out of the Canada Emergency Way Subsidy program because we were broadly classified as a public institution. We engaged with CRA directly and had BDO Canada act on our behalf to explain and clarify the nature of our operations to them. Ultimately, we were able to apply, and have been submitting successful claims throughout the summer and into the fall.

However, our Oct – Nov 2020 claim was denied. A letter from CRA stated they had reviewed our application and determined we are a public institution for the purposes of CEWS because of our affiliation with the University of Manitoba.

We believe their ruling represents a profound misunderstanding of the nature of St John's College, its governing structure, independence, and our financial and legal relationship with the University of Manitoba. We have taken immediate action and engaged with the College Solicitor and BDO Canada to act on our behalf to reverse this decision. On Wednesday, January 20th we met with our Solicitor and two tax lawyers from Thompson Dorfman Sweatman, as well as two representatives from BDO Canada. They all expressed confidence in our position and support our eligibility within the CEWS program. They will be acting on our behalf to reverse the CRA ruling and restore our standing. They have extensive experience dealing with these matters and we have confidence in their ability to achieve a successful resolution to this matter. Assembly will be kept up to date as things progress.

Financial

To say this budget year has been a challenge is to state the obvious. This has been compounded by the interruption in our eligibility for the CEWS program. Since our denial, we have been prohibited from receiving the following claims:

Oct-Nov \$35,978.07

Nov-Dec \$42,744.29

Dec-Jan \$56,629.07

Jan-Feb \$47,372.83

Total \$182,725

Our goal has remained the same – to keep our discretionary spending to an absolute minimum, maintain as many students in our residence as we can, and to house them safely, and to keep our staff employed. We continue to maintain that goal and are actively working to increase our numbers in the residence beginning in the summer session and continuing throughout the fall, with an eye on being at full capacity for the 2022 winter term.

Operations

As vaccines become more widely available, case numbers remain low (and continue to, we hope), we are working to position ourselves as best we can to be ready for an increase in residence occupancy as well as activity in the College itself. Our goal over the next few months will be to increase our numbers steadily and safely in residence. There are still many unknowns and we will need to make sure we are able to adapt as circumstances change, but for the moment our target is 50% for the summer, 75% for fall, and back up to full occupancy for the start of the winter term. This matches the messaging that the university just announced regarding opening back up and resuming in person classes. A hybrid of remote and in person beginning in September, and then a full resumption of in person classes for the winter term.

Budgeting

As information regarding what we can expect from an operational perspective has become clearer, we are now able to begin work on creating a 2021-22 draft budget. More than any other year, forecasting what we can expect financially will be a significant challenge.

Assumptions that we normally predicate our budget on won't be applicable for 2021-22 but we will do our best to adjust accordingly in order to give the College its best chance for a successful year financially. Our goal will be to bring that budget to the May meeting of Assembly.

Staffing

On November 23rd, Fayaz Hasan received an "Interim Work Authorization" that has allowed him to return to his duties as Dean of Residence while he awaits processing of his Permanent Residency Application. The College is very pleased to have him back in his role. It has been a challenging time for Fayaz, as he has been unable to work for the past 13 months.

Theresa Morgan was hired as our new Development Coordinator and began work on November 16th. She has been a great addition to the administrative team and is settling into her new position. This was a critical hire as we head further into the Capital Campaign, and I know our Development Officer is pleased to have her on board.

And finally, Helen Holbrook was hired as our new Chaplain and started work on November 23rd. Helen has been working with our Dean of Residence to connect with our students in an effort to address any mental health challenges they may be facing as the pandemic continues and we enter the winter months.

Dean of Residence Report – March 10, 2021

Regular Semester

The health and safety of our students and staff remains our top priority, and we are continuing with all our enhanced protocols including additional washroom cleaning, individually served meals, mandatory masks in public spaces, and ongoing physical distancing.

Currently we have 27 residents, almost all of them international students. We are paying extra attention in vetting students before they are accepted into the residence. We are focusing on summer bookings now. A new short stay group called Wawatay Program is booked for late July to August. I have contacted some of the other groups from past years, but nothing has been confirmed yet due to Covid-19.

To further our recruitment initiative, I am finalizing a comprehensive list of high schools in Manitoba to promote the College to future students.

Residence Activity

Since the beginning of the pandemic, our meal service procedures were changed. Majority students have been taking their meals to their rooms in order to avoid clusters in the dining room. With the Covid restrictions somewhat lifted recently, we are having a lunch event for the residents on March 20th at the Daily Bread Café. Chaplain Helen Holbrook will be present during the lunch and provide art supplies for residents to enjoy. Residents feeling isolated is a concern and I think this will be helpful. Safety measures will be observed during the event.

Thank you.

Development Officer Report to Assembly
March 2021

Fundraising

- To date raised: \$2,667,857. This includes three significant bequests. There is likely another \$200,000 residue from one of the bequests and it is anticipated this will be received towards the end of this year or early 2022.
- This is the most we have ever raised in one year.
- Chaplaincy appeal being mailed.

Alumni/Stewardship

- Continuing to visit with Johnians via zoom, phone calls and emails.
- Developing a stewardship plan.

Special Events

- Zoom Fireside Chats with the Warden were held on the 16th and 18th February. We had alumni from different areas of the country attend. They reconnected with the college and each other.
- 4 more Fireside Chats are being planned for April. This time each slot will focus on a different decade – 60s, 70s, 80s, 90s and sticks, vice-sticks, student council from 2005 to present.
- Theresa helped with the technology side of the Marjorie Ward Lecture

Marketing/Communications

- The current issue of In Lumine is being mailed.

Staffing

- Applied to Canada Summer jobs for a grant for the 2020 summer student. Likely will find out in May if we have been successful.

Capital Campaign

- Meeting with the consultant, Kat Kupca, on a weekly basis.
- A steering committee has been established to work on the fundraising benchmarks.
- Digging deeper into the database to review the potential for major gifts.

Respectfully submitted by:
Jackie Markstrom
10th March, 2021



ST JOHN'S COLLEGE

ESTABLISHED 1866

Registrar's Report
March 2021

I continue as Acting Awards Clerk. Students are being reminded that the next deadline for applications is April 1, which is coming up quickly.

On February 18, Fayaz and I, participated in the University of Manitoba's Virtual Open House. This was in place of the usual Open House, previously Info Days. We had our own virtual booth this time. Overall, I would say this was definitely not a great event for us, though we did speak to a total of five (5) students who were very interested in joining the College. It is hard enough to get students to stop by our booth when we are there in person bribing them with chocolate. That anyone popped in to chat digitally, I think is pretty good. Admissions reported that most attendees did not go in to the chats but rather watched the presentations. So should we be doing this again, I am signing us up to give a video presentation.

And speaking of video presentations. We are signed up for the Virtual Brandon Career Symposium this year. Essentially, we will have information on the symposium's website. However, Fayaz will be doing a 5-minute interview with the organizers which will be up on the website as well. Excellent marketing for our residence.

The migration to the new website continues. I am in the process of building out the pages, adding in content, photos, links, etc. Our site will be up I believe March 23.

Sherry Peters
Registrar

Assembly Report – March 17th

By: Breanna Duncan

Elections

- Have been reimagined and initiated due to the nature of pandemic, and limitations to acquiring 15 undersigned members, as support for the nomination form. Instead we are requiring a nomination form and a statement of interest for all applicants.

Past Events

Consent Culture Workshops

- The Consent Workshop aims to de-construct rape culture through consent education, resources, and policy advocacy.
- UMSU hosts these presentations to student groups, ours happened February 9th, very informative was the consensus and feedback from the council

Council Retreat

- We planned a successful Council Retreat for Reading Week, to foster synergy and community!



Council Retreat Part II

- Helen hosted us for an interactive and engaging Council Retreat!

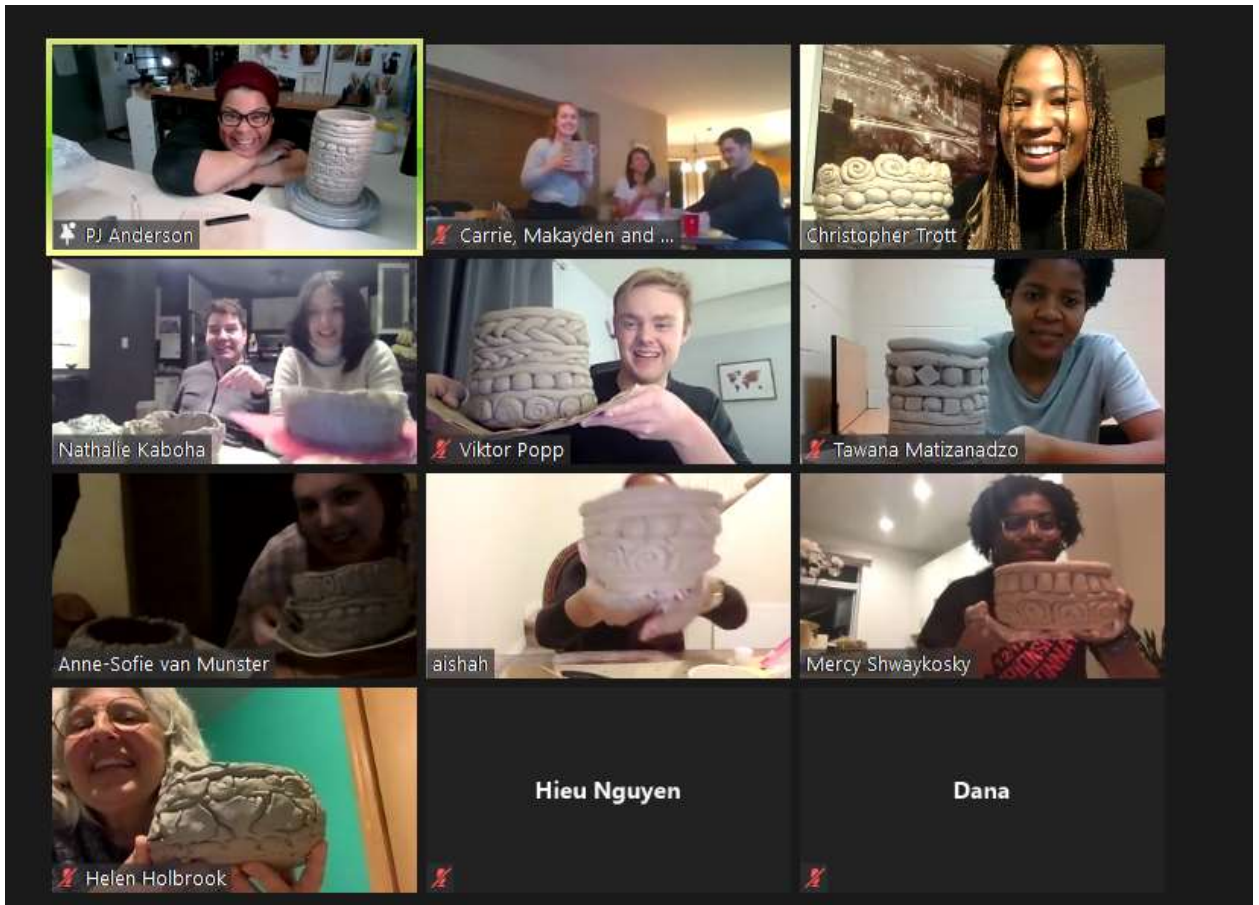


Programmer Events

- Zoom Magic Show



- Pottery Night
 - o We hosted a Pottery Night, that sold out as well! A picture from the event is included below!



Community Outreach Events

- Valentine's Bake Sale

- Founded more than 100 years ago and located in more than 330 communities across Canada, the Canadian Mental Health Association has a crucial mission, advocating and providing resources for the 1 in 5 people in Canada who have a mental illness, and for all 5 in 5 of us who have mental health. Thank you for helping us sponsor them in order to provide tailored programs, services and supports that help all Canadians thrive.
- We raised \$500 in support of Canadian Mental Health Association
- Included below is a picture of some of the council members doing contactless deliveries!



Sport Representative

- Yoga Night



- Winter Running Series on Instagram Live
 - o Was a great informative workshop, that also provided a forum for students to ask questions!
- Winter Running Group
 - o Unfortunately, not much interest from students

Upcoming Events

Council Appreciation Dinner

- We are planning a Council Appreciation Dinner to celebrate the year and look back on our achievements as a council

'Zoom' Graduation

- Fully immersive graduation, completed with the traditional aspects including toasts, Fellow of the Year, Valediction, and Changing of the Sticks Speeches
- To promote interaction, we are also including prizes, comedy, magic, and games in order to somehow commemorate our graduates and make the event more memorable and interactive
- We have the traditional grad gifts, to give to our graduates, and looking into delivery option alternatives
- April 10th, the time, during this day, is still tentative and pending availability of key contributors

Virtual Paint Night in Support of Canadian Cancer Society

- With the support of our volunteers and donors, the Canadian Cancer Society improves and save lives by taking a comprehensive approach to their work against more than 100 types of cancer. CCS funds research provides services to those living with cancer, advocates on important cancer-related issues and educates and empowers people to make healthy choices.
- The Community Outreach team of SJCSA is hosting a virtual Paint Night on Friday, March 19th from 7:00-9:00pm in support of the Canadian Cancer Society.
- Tickets include access to the Zoom link and painting supplies. There are two options available: \$20 ticket with supplies picked-up, OR \$26 with supplies delivered.
- The painting is Sunset Over Water, expertly instructed by a local artist!
- Register at: <https://go.rallyup.com/cancersocietypaintnight?DW7GTU>

Sustainability Initiatives

- Hosting a Day without Disposables Competition on our Instagram!

Mental Health Workshop: Me

- David Ness from the Student Counselling Centre will be joining with the St. John's College Community to discuss mental health and its importance and to share practical strategies for being as mentally healthy as possible.... even during the Covid-19 pandemic. Attendees may join with their video on or off for this session.
- Registration on EventBrite <https://www.eventbrite.ca/e/being-mentally-healthy-what-this-is-and-how-to-stay-there-or-get-there-tickets-146491739737>
- The event is free, and everyone is welcome to attend!

Thanks,
Breanna Duncan

Senior Stick
St. John's College Student Council

 Please consider the environment before printing this e-mail

Confidentiality Notice: This message and any attachment to it are intended for the addressee only and may contain legally privileged or confidential information. Any unauthorized use, disclosure, distribution, or copying is strictly prohibited. Please notify the sender if you have received this E-mail by mistake, and please delete it and the attachments (and all copies) in a secure manner. Thank you.

Message de confidentialité : Ce message et tout document dans cette transmission est destiné à la personne ou aux personnes à qui il est adressé. Il peut contenir des informations privilégiées ou confidentielles. Toute utilisation, divulgation, distribution ou copie non autorisée est strictement défendue. Si vous n'êtes pas le destinataire de ce courriel, veuillez en informer l'expéditeur et effacer l'original (et toutes les pièces jointes) de manière sécuritaire. Merci.