

ST JOHN'S COLLEGE ASSEMBLY Agenda

SPECIAL QUORUM NEEDED

For the meeting of March 19, 2019 @ 2:30 pm in Room 108 St John's College

1. Approval of the Agenda

2. Approval of the Minutes of the meeting on January 15, 2019.

3. Business arising from the Minutes of the January 15, 2019 meeting

4. New Business

- a) Adjunct Fellows on Standing Committees of Assembly
- b) Set Residence Rates for upcoming year
- c) Budget for upcoming year
- d) Honorary Degrees
- e) Senior Common Room Guidelines
- f) International Day for the Elimination of Racial Discrimination

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**

SPECIAL QUORUM NEEDED

For the meeting of March 19, 2019 @ 2:30 pm in Room 108 St John's College

Present: J. Weimer (Chair), S. Sinclair, M. Taylor, C. Trott, B. Hallman, M. Evans, D. Watt, C. Penner, D. Carr, D. McCance, A. Rampton, J. Markstrom, I. Froese, J. Gibbings, S. Close, R. Coutts, E. Jones, M. Minor, B. Erickson, M. Hughes, F. Hasan, D. Punter, H. Enns, B. Collins, E. Millions, L. Valmestad, A. Rampton, L. Alexandrin

Regrets: G. Bak, G. Friesen, R. Thomas, A. Ng, W. Cariou, B. Ferguson, B. Pope, L. Wilkinson, B. Cantelo, M. Unrau, J. Edgerton, K. Fowler

1. Approval of the Agenda

M. Evans / C. Trott
CARRIED

2. Approval of the Minutes of the meeting on January 15, 2019.

J. Markstrom / S. Sinclair
CARRIED

3. Business arising from the Minutes of the January 15, 2019 meeting

None

4. New Business

a) Adjunct Fellows on Standing Committees of Assembly – The Dean of Studies informed Assembly that Shadia Drury to Canadian, Michael Minor to Art, Bruce to Membership

E. Jones / C. Trott
CARRIED

b) Set Residence Rates for upcoming year – The Bursar summarized the costs associated with running the residence that are calculated into the residence rates. The result is the need for a 4% Residence Rate increase for the 2019 – 2020 Academic year. MOTION from Finance & Admin: That Assembly approve the 2019 – 2020 residence rates.

CARRIED

c) Budget for upcoming year – The Bursar reviewed the budget for the upcoming academic year. MOTION from Finance & Admin: That Assembly approve the draft 2019-2020 operating budget.

d) Honorary Degrees

Moved into Closed session: C. Trott / F. Hasan

CARRIED

Moved out of Closed session: C. Trott F. Hasan

CARRIED

In closed session it was decided that Flora Beardy and Don Proch would be given the Honorary Degree of Honorary Doctor of Canon Law (honoris causa) at the 2019 Convocation, and Flora Beardy will be asked to give the Convocation address.

- e) Senior Common Room Guidelines – The Dean of Studies presented to Assembly the guidelines for usage of the Senior Common Room as discussed and established by the Senior Common Room committee. There was also discussion of connecting with the University’s Interior Designer to maximize the use of the space in the back half, as well as a renovation of the kitchen.
MOTION: That the guidelines and procedures be adopted
E. Jones / B. Hallman
CARRIED
- f) International Day for the Elimination of Racial Discrimination – There are folks on the University campus who would like to work on anti-racism activities and work, and the Warden is considering offering them the space here at the College, as a physical foot-hold for them. If Fellows are interested, they could talk to Lori. We could go this direction for the Marjorie Ward Lecture.

5. Other Business

- a) There have been some changes in our General Office staffing. Diana DeFoort will be part-time, focusing solely on awards. Amy will move into the role of Faculty Assistant and Communications/Marketing. Additionally, Amy will continue to be Event Coordinator.

6. Reports

a) Reports from College Officers

Warden

St John’s College Warden’s Report to Assembly March 19, 2019

Much of my focus has been on the Integrated Design Process that we have been working through towards producing designs for a renovated or new residence (January 24 and March 8). I have also been teaching the Indigenous Awareness course for the Diocese of Rupert’s Land along side of the Rev. Vincent Solomon (January 17 to March 14). For the first time in my career I took a winter holiday at an all-inclusive resort in Cuba.

- 1) Attended the Senior Executive Retreat, January 17 and 18
- 2) Attended Winnipeg Foundation Agency Fund Breakfast, January 23
- 3) Attended Diocesan Council, January 26
- 4) Alumni and Donor visit to Vancouver and Victoria, February 19-23
- 5) Attended Indigenous Awards of Excellence, March 11

I continue to serve as the Chair of the U of M Press Board, on the Rupert’s Land News Board, Co-Chair of the Anglican-Mennonite Dialogue in addition to my ongoing obligations on Dean’s and Director’s Council, Senate and Arts Faculty Council.

Dean of Studies

Dean of Studies: Report to Assembly March 19, 2019

Upcoming Events:

Soup and Bread Lectures:

Wednesday, March 20, Visiting Researcher in Western Canadian Studies Keith Hyde, "Wonderful Strange Notions": Life, Death, and Edits in the Early Journals of Rev. Henry Budd (c. 1812-1875)

Tuesday, March 26, Lisa Alexandrin, "Taxonomies of Loss" in Austro-Hungarian Postcards of Sarajevo and Mostar

End of Term Reception

Thursday, April 4, 3:30-5:00

Marjorie Ward Lecture Kudos

Many thanks to everyone who contributed to the success of this year's Marjorie Ward Lecture, given by Winnipeg poet and Katherena Vermette.

Fellows Research and Travel Fund – new website location

Anyone who will be traveling for research or conferences in fiscal year 2019-2020 (that is, after March 31, 2019) can apply for funds from next year's budget. This may help some of you plan for early summer travel.

We have moved the online application. It now appears on the "Faculty" page of the SJC website. Link: http://umanitoba.ca/colleges/st_johns/people/fellows/index.html

New Committee Members

This year, SJC introduced a new Adjunct category of Fellowship. I am proposing that Adjunct Fellows Bruce Erickson be elected to the Membership Committee, and Michael Minor be elected to the Art and Social Committee.

2019-2020 Academic Budget

As Ivan Froese has noted in his Draft Operating Budget Summary and Highlights, there are some modest increases in funding to academic programs this year.

- Proposed increase to the Fellows Travel and Research Fund will allow us to provide up to \$300 in support of 6 applications for funding this year, versus 5 the previous year.
- Indigenous Program Support (\$500), which will fund requests from College members and others (such as indigenous students) organizing indigenization events on campus
- \$500 increase in the budget for the Thrive student support program. This will go to increasing writing tutor hours, and events.
- Enhanced support for Canadian Studies, including the Western Canadian Studies Visiting Researcher program; and \$2000 in Canadian Studies Conference Support

Senior Common Room

The SCR committee met in early December to discuss some policies for the shared use of the SCR. You will find below a DRAFT Guidelines and Procedures for the Use of the Senior Common Room (SCR) for discussion and adoption.

Guidelines and Procedures for the Use of the Senior Common Room (SCR)

The SCR is governed by a committee, elected by Assembly, which shall include the Dean of Studies, the President of the SJC Faculty Association, one Fellow of the College, and one representative from Administration. The Chair of the committee will be chosen by its members.

This committee will set guidelines and procedures for the use of the SCR, as appropriate. These guidelines and procedures will be made available to all users of the SCR.

DRAFT General Principles for the Use of the SCR:

The SCR is for the use of members of St. John's College (Fellows and Staff). Members are encouraged to use the SCR to relax, eat their lunch, have tea or coffee, and for informal socializing. We ask that everyone respect the space and their colleagues, and endeavour to keep the SCR clean and tidy by washing up your own dishes, cleaning the coffee pot, and not leaving food in the fridge for extended periods.

The College provides tea, coffee, milk and cream in the SCR. Administrative staff keep the SCR supplied. If anything runs out in the SCR, please contact Amy Craddock.

Fellows and Staff may use the back half of the SCR for meetings. If you are planning a meeting of more than three people (for example, a meeting with a graduate seminar) you are requested to reserve the space through the General Office. SCR users are encouraged not to use the space for private meetings with individual students, or for any meetings confidential in nature.

SCR members may also book the space for private gatherings, outside of business hours. Anyone using the space for a private event must clean after themselves, including vacuuming the floor and furniture, and wiping table tops. Cleaning supplies are available in the SCR.

Non-members are not permitted to book the SCR.

The College food services policy applies in the SCR. If you are hosting an event, please book catering through the Daily Bread Café.

Any scheduled gatherings in the SCR (including Soup and Bread and receptions) will be posted in the kitchen area by the administrative staff.

Chaplain

Chaplain's Report to SJC Assembly

19 March 2019

This academic term is flying past and in no way lacks for content. In addition to the regular schedule of worship and community support/programming, events of the past eight weeks included:

- Rupert's Land Diocesan Council on 26 January
- Presided and preached at Evensong for Candlemas in St John's College Chapel with All the King's Men on 3 February

- Attended the Residence Association banquet for Valentine's Day on 9 February. I also said grace and, for the first time in my life, was applauded (twice!) for doing so.
- Two sessions of *Food for the Journey*, with the third and final one for this year scheduled. The first was especially well-attended (16 participants) and both have included excellent food and stimulating discussion
 - 9 February "Curious Customs of Christmas" with Dr Gerry Bowler
 - 9 March "Theological Lessons from Secular Presentations of Paul" with Dr David Lappano of the Centre for Christian Studies
 - 6 April "From Mother to Martyr: Woman Martyrs in Early Christianity" with Dr Heather Barkman
- Attended a meeting on 14 February called by Edgar French, University of Manitoba's spiritual care coordinator, with various other chaplains and faith-based student groups regarding an available space which may be set aside for use by faith organizations. The project is in its earliest stages and the logistics of such a space will be complicated. There is great energy and enthusiasm for this on the part of the various faith communities on campus.
- Presided at liturgy for Ash Wednesday (6 March). The liturgy of the day (imposition of ashes and Holy Eucharist) was held in the chapel, at which 17 attended, about 75% of whom were from St John's College and the wider university community. The others were Anglicans with parish affiliations who came to SJC because of convenience (time of day and/or geography).
- I am working as part of a team on a project, at the bishop's request, called *Liturgies for Living*. It is an effort to incorporate ecological awareness and theology into the liturgies our communities undertake throughout the season of Eastertide (21 April-9 June this year). This work will be presented as a workshop on 27 March.

Bursar

Bursar's Report to Assembly March 19th, 2019

Financial

At a meeting of the Finance & Administration Committee on March 12th, the committee moved to recommend to Assembly the approval of the 2019-20 residence rates and the 2019-20 operating budget. We have struck a balanced budget excluding the Capital Campaign, in accordance with the parameters set by College Council. We anticipate another busy summer residence and conference season, with many returning groups from last year, some new ones, and a good base of regular residence students. If we can build on and maintain our strong catering revenues from 18-19, continue to be busy in the Daily Bread Café, and once again have a full residence for the regular academic term, we stand a very good chance of having another strong year from a budget perspective. We have also managed to add some funds to support the College Fellows and the work that they do, as well as strengthen support for both ongoing and new student support initiatives.

Residence project

The workshop portion of the Integrated Design Process has concluded after three very valuable and engaging workshops with the design consultants that included representation from the various constituent groups that have an interest in the College, as well as representatives from the University of Manitoba. The architects will now present their plans to the cost consultants who will present to them an estimate of the costs for the 3 options – renovation, new build, and new build with a zero carbon energy efficiency rating.

Administration

The College is in the midst of making some changes to the positions that provide administrative support to the College Fellows. As these changes have not yet been finalized, details cannot be provided but I can provide assurance that the role of Faculty Assistant will be maintained and it is my hope that a permanent ongoing solution is close at hand.

Dean of Residence

Dean of Residence Report – March 11, 2019

Residence Projects

There are no major projects happening in the residence right now. A few major maintenances were requested over the Winter term so far. Notable are plumbing and leaking in 2 bathrooms and water dripping from rooftop into residence room.

Regular Semester

We have 1 vacant room in the residence at the moment. We are focusing on summer bookings now. Some of our usual short stay groups such as IEP, Health Career Quest, Math camp and Engineering group (China) have already shown interest in booking rooms with us.

Residence Activity

A few incidents of students breaching the contract, most commonly in terms of late payments. Rest of the residents are reasonably following the rules.

It is not uncommon for university students to face difficulties with adjusting to the campus environment, especially for the first two years. Whether its course load, social life, physical or mental health, difference in diet or culture shock, we at the office recognize that our consistent attention is needed to ensure residents receive adequate support from us. We will continue to provide support to students in need to the best of our ability.

Don interviews are set for March 13th and residence council elections will take place right after. Sherry Peters and I are planning for the Brandon Career Symposium on April 15th for 3 days. We will be focusing on displaying our community involvement to attendees. I have also arranged for a recruitment trip with Chris Trott and Jackie Markstrom for May 14th and 15th; we will visit 3 high schools in Neepawa, Dauphin and Gladstone.

For March and April, the residence is planning several events. A few noteworthy are bowling night, Across the Board café and year-end Banquet dinner.

Thank you.

Development Officer

Development Officer Report to Assembly
March 2019

Fundraising

- To date raised: \$264,372. There is an outstanding \$50,000 pledge for the New Residence project.
- Recently mailed out the Chaplaincy request to a targeted group – clergy/church.
- Received sponsorship of the Health Career Quest Camp for \$8,000.
- Have applied for a professional development grant from the Wpg Fdn to help offset costs to attend a conference in Montreal in April.
- Assisted the UofM press in raising funds to publish the Proch book.

Alumni/Stewardship

- Continuing to visit with Johnians.
- An alumni trip to Vancouver and Victoria in February was successful with a confirmed planned gift.
- Working on alumni visits to Ottawa on 7th-8th April and 9th April in Montreal
- Fayez, Dean of Residence, is preparing a Residence awareness trip to Portage, Dauphin and Gladstone for May. Hoping to have an alumni reception at the same time.

Special Events

- Lunch and Lively with Kevin Boreskie was very well received and we are planning the 16th April with Jill Beuddefeld, a grad student who will speak to climate change.
- Bach's Birthday on 21st March at 2.30pm – Fellows are welcome to attend. It is a 40 minute concert held in the chapel with a reception afterwards in the Senior Common Room to honour retired and retiring Fellows/Staff.

Marketing/Communications

- The current issue of In Lumine has been distributed.
- Working on an e-newsletter featuring some of our Fellows.

Staffing

- Richard, our Work Study student, finished working with us at the beginning of March.
- Applied to Canada Summer jobs for a grant for the 2019 summer student. Likely will find out in May if we have been successful.

Capital Campaign

- The Development Committee has reviewed and revised several policies.
- Identifying potential Campaign Cabinet members
- Setting out a timeline for the CC.

Respectfully submitted by:
Jackie Markstrom
11th March, 2019

Registrar

Registrar's Report March 2019

The SJCSA Grad banquet is coming up, March 30th at Bergmann's on Lombard. Cocktails are at 5:30, dinner begins at 6:30 pm. You should have all received an invitation in your email. Please RSVP to Amy in the General Office by March 25.

February 21st was the University of Manitoba Open House student recruitment event. It was probably the busiest our booth has ever been at one of these. I was very pleased with the enthusiasm of the students attending.

The Brandon Career Symposium, traditionally held the first week of March, has been moved to mid-April due in part to the Manitoba Brier being held in Brandon at the beginning of March, and in hopes of having better weather and therefore turnout, than there has been the last couple of years.

b) Report from Senior Stick

SJCSA Report

- March 16th: Paint Night in the Daily Bread
 - o Most tickets have been sold
- March 29th Bake Sale and Puppies in the Cross Commons Room from 11-2
 - o Dogs will be coming from Manitoba Mutts
 - o Daily Bread will be donating baked goods
- March 30th Graduation dinner at Bergmann's on Lombard

Thank you,
Susanne Schwickart
SJCSA Senior Stick

7. Adjournment

MOTION: That the meeting be adjourned.

S. Close / F. Hasan

CARRIED

St John's College
Warden's Report to Assembly
March 19, 2019

Much of my focus has been on the Integrated Design Process that we have been working through towards producing designs for a renovated or new residence (January 24 and March 8). I have also been teaching the Indigenous Awareness course for the Diocese of Rupert's Land along side of the Rev. Vincent Solomon (January 17 to March 14). For the first time in my career I took a winter holiday at an all-inclusive resort in Cuba.

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Bursar's Report to Assembly March 19th, 2019

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Dean of Residence Report – March 11, 2019

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Thank you.

Development Officer Report to Assembly
March 2019

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- Have applied for a professional development grant from the Wpg Fdn to help offset costs to attend a conference in Montreal in April.
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Marketing/Communications

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- Working on an e-newsletter featuring some of our Fellows.

Staffing

- Richard, our Work Study student, finished working with us at the beginning of March.
- Applied to Canada Summer jobs for a grant for the 2019 summer student. Likely will find out in May if we have been successful.

Capital Campaign

- The Development Committee has reviewed and revised several policies.
- Identifying potential Campaign Cabinet members
- Setting out a timeline for the CC.

Respectfully submitted by:
Jackie Markstrom
11th March, 2019



ST JOHN'S COLLEGE

ESTABLISHED 1866

Registrar's Report March 2019

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Sherry Peters
Registrar

SJCSA Report

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 - o Daily Bread will be donating baked goods
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Thank you,
Susanne Schwickart
SJCSA Senior Stick