

ST JOHN'S COLLEGE ASSEMBLY Agenda

Quorum Needed

For the meeting of May 15, 2018 @ 2:30 pm in Room 108 St John's College

- 1. Approval of the Agenda**
- 2. Approval of the Minutes of the meeting on March 20, 2018.**
- 3. Business arising from the Minutes of the March 20, 2018 meeting**
- 4. New Business**
 - a) Nominate Chair of Assembly for 2018/2019 academic year
 - b) Fellowship nominations
 - c) Development Committee
 - d) Call for Honorary Degree Nominations
 - e) Revised Fellowship Categories
 - f) Draft meeting dates for upcoming year
 - g) Membership Stats
- 5. Other Business**
- 6. Reports**
 - a) Reports from College Officers

Warden
Dean of Studies
Spiritual Advisor
Bursar
Dean of Residence
Development Officer
Registrar
 - b) Report from Senior Stick
 - c) Reports from College Committees
- 7. Adjournment**

**ST JOHN'S COLLEGE
ASSEMBLY
Minutes**

For the meeting of March 20, 2018 @ 2:30 pm in Room 108 St John's College

Present: B. Ferguson, D. Watt, F. Hasan, E. Jones, D. Punter, M. Evans, B. Collins, D. Carr, J. Dueck, C. Penner, I. Froese, R. Coutts, K. Fowler, J. Markstrom, D. Phillips, J. Weimer, S. Close, B. Pope, M. Minor, S. Manley-Tannis, M. Hughes, A. Perry, L. Kuffert (Acting Chair), S. Peters (Secretary)

Regrets: W. Cariou, C. Trott, E. Millions, R. Thomas, B. Cantelo, B. Hallman, J. James, D. Brydon, G. Bak, M. Maybee, L. Wilkinson, P. Cloutier, P. Brass, D. McCance

1. Approval of the Agenda

MOTION: That the agenda be approved as distributed with the following additions: Motions from the Scholarship Committee.

J. Markstrom / B. Collins

CARRIED

2. Approval of the Minutes of the meeting on January 16, 2018.

MOTION: That the minutes of the meeting on January 16, 2018, be approved as distributed.

I. Froese / M. Hughes

CARRIED

3. Business arising from the Minutes of the January 16, 2018 meeting

a) Food / Potlucks in College Classes - Finance & Admin discussed the policies. The language is being fine-tuned, essentially College events will be given preferential pricing, and an accommodation for class events for sharing of food.

4. New Business

a) Nominate Chair of Assembly for 2018/2019 academic year - If you are willing to be Chair of Assembly, please contact the Dean of Studies.

b) Set 2018/2019 Residence Rates - The Bursar reviewed the process taken to set the residence rates, the costs involved and what is necessary to cover those costs. A 3% increase in fees will help cover the costs of the residence for the upcoming year.

MOTION from Finance & Admin: That the 2018-19 Residence Rates be approved.

CARRIED

c) 2018/2019 Budget - The Bursar presented the budget for the upcoming fiscal year. Some cushions have been built into the budget with a slight surplus expected.

MOTION from Finance & Admin: That the 2018-19 Draft Budget be approved.

CARRIED

d) Call for Honorary Degree Nominations - Reminder to send nominations to the Warden

e) Motions from Scholarship Committee - MOTION: That the terms of reference be approved with corrected typo.

CARRIED

5. Other Business

None

6. Reports

a) Reports from College Officers

Warden

St John's College Warden's Report to Assembly March 20, 2018

It seems that the College is a very busy place these days what with organizing the Ward Lecture, the Wilmot Lectures, Bach's Birthday, Soup and Bread Talks, Food for the Journey, Journey into Passiontide Service, Grad Dinner and Dance. These are all the activities that make St John's such a special place and I am honoured to be a part of all of them. I have just found out that we will have to postpone the Wilmot Lectures, but I hope that by the time Assembly gathers we will have new dates.

- 1) Attended a seminar on the Zero Carbon criteria for our new residence, January 18
- 2) Working with Heather McCance and Vince Solomon to prepare courses/workshops for the Diocese on Indigenous issues
- 3) Hosted Diocesan Council at the College, January 27
- 4) Represented the College at the St Paul's College Academic Awards, January 28
- 5) Participated in the first Anglican-Mennonite Dialogue in Waterloo, Ontario, February 2 and 3
- 6) Attended a Canadian Association of Gift Planners workshop, February 6
- 7) Attended Residence Valentine's Day Banquet, February 10
- 8) Attended Native Studies Department Mini-Retreat, February 17
- 9) Visited Alumni and Donors in Vancouver with Jackie, February 21-22
- 10) Prepared supper for residents at Ronald MacDonald House with student council members, March 1
- 11) Attended Gaa wii j'ii dayang Pilot Colonization exercise, March 2
- 12) Represented the College at the Indigenous Awards of Excellence, March 8

Dean of Studies

Dean of Studies: Report to Assembly March 20, 2018

SJC Student Outreach

With the assistance of our former work/student student Olaitan Robinson, I have been conducting background research on the Thrive student support project, examining what colleges and universities elsewhere in Canada provide in terms of peer support.

On February 12, 2018 he and I, with help from some of the Fellows and student body representatives, canvassed students in Blake Wood Square. Nearly 50 students (our goal) completed questionnaires about what support services were needed, and assessing how important students consider improved support to be. We had a draw, with SJC merchandise to give away. This tabling event was meant both as promotion and information gathering.

Open-ended questions reflected the need for greater support with stress and mental health, career and academic guidance, and networking with professionals or other students. Potential future participants in a peer mentorship program expect new friends, inclusiveness and engagement, professional networks, leadership abilities, academic improvement, and information on career or/and academic opportunities.

I have requested modest additional financial support for the Thrive project, as part of the budget you have before you today.

Budget Submission for New Program Spending in 2018-2019

I requested increased financial support for three new program areas in the Academic Budget. Policies will need to be developed in association with a couple of these items, so I would like to hear input from Fellows.

Fellows Research and Travel Fund: \$1500

A policy will need to be set by the Finance and Administration committee. I suggest that modest travel and research support be given by the Dean of Studies on a first-come-first-served basis. The priority is to support Fellows who are doctoral, post-doctoral and sessional appointments, especially those working in Canadian Studies. Maximum individual award \$300.

Western Canadian Studies Visiting Researcher and Conference Support: \$5000

Proposed position: This fund would support an annual Canadian Studies Visiting Researcher position, which would provide an office space, \$3000 in travel or research money, in-kind administrative support, and a budget of up to \$2000 to organize a speaker series, workshop or colloquium in some area of Canadian Studies, in cooperation with the Dean, with an emphasis upon public outreach. The organizing of such events would be a requirement of the position.

If the applicant wanted a six-month position, the travel funds would be pro-rated. It would be open to faculty (sessional, instructor, or tenured) at any university, but would be targeted at local universities, at least initially. The main goal would be to get junior faculty and/or faculty on sabbatical who are looking for a temporary home outside of their departments.

If we received more than one applicant, a recommendation would be made by the Canadian Studies Committee, and voted on by Assembly.

THRIVE Student Support Programming: \$1500

SJC Writing Tutor Program: \$1000

This would be set up in cooperation with the Academic Learning Centre (who will provide staff training, hiring, and infrastructure support) and the SJC Library (which will house the writing tutor). \$1000 will provide 2 hours per week of tutoring for 24 weeks (two terms).

Peer Support Activities: \$500

To support food purchases for things like Cram Night, mentorship meetings, draws and contest prizes, etc.

End of Term Reception

Our annual reception to mark the close of the Winter Term will be held on Wednesday, **April 4th**, beginning at 3:15.

Student Art Competition

My thanks to the group of Fellows organizing the Student Art Competition, Murray Evans, Michael Minor and Lisa Alexandrin. The art is now on display in the Daily Bread Café. There is a reception to celebrate the competition and award prizes in the Daily Bread Café on Thursday, **April 5**, 2:00-4:00pm, hosted by Ian Park and Food Services.

SJC Fellows Soup and Bread Lectures

Fellows Erin Millions and Micheline Hughes have been planning our Soup and Bread Lectures for the year. There is one event left in Winter Term:

Jason Edgerton – **March 26th** – “A Gateway Hobby? Is online video gaming associated with increased risk of problem gambling among university students?”

As always, soup, salad and bread is provided courtesy of the Dean of Studies.

Marjorie Ward Lecture 2018

The 2018 Marjorie Ward Lecturer by indigenous writer and graphic novelist David Alexander Robertson took place on March 7th at 4:30pm – 6:30pm, with a lovely reception afterwards catered by Ian Park and our Food Services staff. Imperial cookies and brownies were a central feature, which turned out to be very popular.

There was a good turnout this year, for what was an honest and moving lecture, framed by the speaker’s response to recent court acquittals in the Boushie and Fontaine murder trials. I know those present were deeply affected by David Robertson’s focus on shared commitment to change in settler-indigenous relations, and above all by his hopefulness and generosity.

The lecture was profiled in The Manitoban. You can see it here

<http://www.themanitoban.com/2018/03/indigenous-awareness-week-extended/34160/>

Speaker Support

The College made a financial contribution to a lecture by Homa Hoodfar, “Framing Academic Freedom and Critical Thinking as Transnational Rights,” which was hosted by the Department of Anthropology on Thursday January 25, 2018.

Prof. Esyllt W. Jones
Dean of Studies

Spiritual Advisor

Spiritual Advisor's Report to Assembly, Shelly Manley-Tannis
Shelly.manley-tannis@umanitoba.ca
St. John's College, #207

For Tuesday, March 20, 2018

*Labyrinth

We have continued with setting up the labyrinth on a bi-monthly basis for anyone to use in the quiet room. I will be making sure it gets set up during Spring exams as well.

*Have continued to meet with students, faculty and staff with a 'doors open' approach and time spent in the Daily Bread Café and Residence for meal-times as well.

*The FOOD FOR THE JOURNEY prayer and conversation series has been well received and an interesting collection of topics. In February we welcome Rev. Helen Holbrook, Spiritual Care practitioner at Riverview speaking on 'How to talk about Death: What is our Comfort Level?' and this weekend, Daly de Gagne is sharing on 'Stigma, Mental Health and Spirituality' (March 17).

*I have continued to attend as many College and U of M events as I can including Fireside Chats at Migizzi Agamik, the Marjorie Ward Lecture, Soup & Bread lunches and Lunch & Lively for Alumni.

*the formal worship life at the college is pretty quiet, but I have been involved with leadership for Evensong, a Memorial (Celebration of Life) service for a U of M alumnus, and planning ahead for the Palm Sunday/Passiontide Service with the Friends of St. John's Choir (March 25, 3 pm)

*Chapel – Piano: I receive requests for bookings and have helped make sure the piano is tuned and working well for various recitals and for the many users who drop by to play. The music desk (part that holds the music up so you can read it) has been broken for some time and I had a wood-worker repair it.

It feels like things are winding down and I am only here a few more weeks, which I am finding hard to accept! I am really appreciating my time here at St. John's and your welcome of me. Working with Daly de Gagne and Natasha has been a great adventure. I know you will find ways to continue supporting the chaplaincy and ministry that happens around here.

Spring Blessings
Shelly

MOTION: Thanks to Shelly Manley-Tannis for all your hard work as our chaplain, we will miss you.

D. Phillips / J. Dueck
CARRIED

Bursar

Bursar's Report to Assembly March 20th, 2018

Financial

The 2018-19 draft operating budget has been completed and was brought to the Finance & Admin Committee on March 13th where a motion was passed recommending its approval to Assembly. The budget was established within the parameters set by College Council to strike a balanced budget excluding the Capital Campaign. Some key components of the budget:

- Investment revenue was calculated using our spending policy of 4% of the previous 5 year rolling average of the market value.
- We have increased funding for student support in our Academic Programs budget that includes a student mentorship program and a writing tutor, and restored funding for College Fellows for research and travel. There is also funding for an increased focus on Canadian Studies
- Summer conferences is based on 38 regular summer students (last year we had 40), as well as new and returning groups that have either already confirmed or expressed their intention to confirm once they have final numbers.
- Residence rates are based on a 3% increase, and revenues are based on 3 empty rooms. As we learned this past year, having that cushion is prudent.
- Food service revenues are based solidly on projections we've made in 2017-18 for The Daily Bread Café, Catering, and Pizza Joe's. All three had excellent years and we anticipate that will continue. Expenses have been set accordingly to reflect our staffing needs and the required product to operate at these levels.
- The Theology budget reflects increased instructor's honoraria for courses we are partnering with at St Margaret's and CMU.
- The UofM, SJC Admin, Chapel and Development budget all have incremental increases but do not reflect any substantial change in operations or new initiatives.

Residence rates were also reviewed by the Finance & Admin Committee, and a motion was passed that recommends its approval to Assembly.

Our focus now shifts to year-end, preparing for the Audit in June, and transitioning to summer residence and conference groups.

Administration

As recommended at the previous Assembly meeting, The Finance & Admin Committee discussed and reviewed the existing Guiding Principles for St John's College Food Services. Feedback from Assembly was discussed and will be adopted into new language to be approved at the next meeting of Finance & Admin, and then brought back to Assembly for final approval.

Dean of Residence

Residence Projects

There are no major projects happening in the residence right now.

Regular Semester

We have no vacant rooms in the residence at the moment. There is one student from the Sapotaweyak group who left the residence mid February. Since the room was paid by the organization, they chose to keep that room reserved for any students they may want to send by April.

Residence Activity

There have been a number of major incidents involving one person. This student has now received an eviction notice, effective on March 19th. Rest of the residents are reasonably following the rules; no serious breach to the contract yet.

Sherry Peters and I went to the Brandon Career Symposium on March 6th and returned on the 7th. I'd like to think it was a success; we spoke to more than a hundred high school students and some teachers/councillors about St John's College. I plan on contacting more guidance councillors in coming weeks to promote the residence.

Don interviews are set for March 22nd and residence council elections will take place right after.

For March and April, the residence is planning several events. A few noteworthy are dodgeball tournament, Easter egg hunt and egg painting and year-end Banquet dinner.

Thank you.

Development Officer

Development Officer Report to Assembly March 2018

Fundraising

- To date raised: \$295,128.
- Recently mailed out the Chaplaincy/Refugee request to a targeted group – clergy/church.
- Received sponsorship of the Health Career Quest Camp for \$10,000

Alumni/Stewardship

- Continuing to visit with Johnians.
- Visited with 2 Johnians whilst in Calgary recently.
- Will set up visits for England if possible
- Working with Fayez, Dean of Residence, to set a Kenora visit. Fayez will visit the high school and we will have a luncheon for Johnians.

Special Events

- Lunch and Lively with Roberts Coutts was very well received and we are planning the April LL with Gerry Friesen.
- 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 upcoming issue of In Lumine is currently at the printers

Staffing

- Ade continues to work for us for 3 hours a week.
- Richard, our Work Study student, finished working with us at the beginning of March. We will apply for the grant again in the summer hopefully employing Richard again as he worked very well.
- Applied to Canada Summer jobs for a grant for the 2018 summer student. Likely will find out in May if we have been successful.

Capital Campaign

- In the process of setting up a Development Committee. Peter Brass is the Chair.

Registrar

February 22 – University of Manitoba Open House. This used to be their Info Days, it is now one day and evening of student recruitment. Usually the Information Village is held in the MPR and McLuhan halls. This year, due to construction in Marshall McLuhan Hall, only the academic booths will be in the MPR, and the rest of us were in Bistro 205 or the Grad Students Lounge. Our booth was in the GSL and it severely affected traffic during the day. Evening traffic was better as parents were with their students. Thank you to the SJCSA students who helped out at the booth.

March 5 – 7 – Brandon Career Symposium. Once again a snow storm hit, affecting our travel to and the event itself. The Symposium event on March 5 was cancelled. Fayaz and I travelled out to Brandon on the 6th. There was very little student traffic that day. There was much more student traffic on the 7th, with students ranging from Grade 7 – 12.

b) Report from Senior Stick

c) Reports from College Committees

7. Adjournment

MOTION: That the meeting be adjourned.

S. Manley-Tannis / M. Evans

CARRIED

The official copy of the minutes is signed by the Chair and Secretary and kept in the Registrar's Office		
_____	_____	_____
Chair	Secretary	Date

A Senior Fellow is one:

- 1) Who is a member of the College engaged in teaching, and/or research, and who hold a year round or permanent appointment, or a postretirement appointment, in St John's College and/or the University of Manitoba;
- 2) Who is obliged to:
 - a) Take part in College governance by attendance at Convocation and Assembly meetings, and by service on such committees as he/she may reasonably be asked to join;
 - b) Initiate or support such social, cultural and academic programmes as are appropriate to the College;
 - c) Teach as many of his/her classes in the College as is appropriate;
 - d) Participate so far as possible in such distinctive College academic programmes as are approved by Assembly;
 - e) Normally, locate his/her main office in the College;
 - f) Advise the College Library concerning acquisitions and holdings; and
 - g) Acknowledge his/her College membership in all publications and academic consultation.
- 3) Who is entitled to:
 - a) Such remuneration as the governing body of the College may from time to time decide;
 - b) Occupancy of an office and reasonable use of support services in the College;
 - c) Use of such amenities as the governing body of the College may from time to time provide.
- 4) Who is elected to Assembly upon nomination of the Membership Committee in light of the following criteria:
 - a) Commitment to the principle that Colleges are a desirable element within the larger University;
 - b) Excellence in teaching and scholarship;
 - c) Expressed willingness to accept the obligations set out in (2) above.
- 5) Who ceases to be a Senior Fellow upon resignation, termination of appointment at the College and/or the University, or by reason of actions reflecting gross discredit upon the College as recognized by two-thirds vote of Assembly at a meeting deemed to be extraordinary.

A Junior Fellow is one:

- 1) Who is a member of the College engaged in teaching and/or research, who holds a sessional or temporary appointment in St John's College and/or the University of Manitoba;
- 2) Whose obligations are as for Senior Fellows;
- 3) Whose entitlements are as for Senior Fellows;
- 4) Who is elected by Assembly for a term not to exceed three years, upon nomination by the Membership Committee, in light of the criteria which apply to the nomination of Senior Fellows;
- 5) Who is eligible to apply for re-election at the expiry of his/her term;
- 6) Who ceases to be a Junior Fellow by expiry of term, or by resignation, termination of appointment at College and/or University, or by reason of actions reflecting gross discredit upon the College as recognized by a two-thirds vote of Assembly, at a meeting deemed to be extraordinary.

A Research Fellow is one:

- 1) Who is a full-time graduate student or post-doctoral fellow at the University of Manitoba;
- 2) Whose obligations are as for Senior Fellows;
- 3) Whose entitlement are as for Senior Fellows;
- 4) Who is elected for a term of one year, upon nomination of the Membership Committee in light of the following criteria:
 - a) Willingness and ability to contribute to and benefit from membership;
 - b) Academic standing deemed sufficient by Assembly;
 - c) Expressed willingness to undertake the obligations set out above;
- 5) Who is eligible to apply for re-election for a maximum of two further one-year terms;

- 6) Who ceases to be a Research Fellow by expiry of term, by resignation, or by reason of actions reflecting gross discredit upon the College as recognized by two-thirds vote of Assembly, at a meeting deemed to be extraordinary.

A Visiting Fellow is one:

- 1) Who is not a Fellow under any other designation of these by-laws, but is elected to a fellowship in College for reasons deemed appropriate by Assembly;
- 2) Whose obligations are as for Senior Fellows;
- 3) Whose entitlement are as for Senior Fellows;
- 4) Who is elected by Assembly for a term not to exceed one year, upon nomination by the Membership Committee, on account of his/her fitness for community with those in College, on the basis of academic interests or other relevant considerations;
- 5) Who ceases to be a Visiting Fellow by expiry of term, by resignation, or by reason of actions reflecting gross discredit upon the College as recognized by two-thirds vote of Assembly, at a meeting deemed to be extraordinary.

A Retired Fellow is anyone:

- 1) Who is a former Senior Fellow and who is no longer engaged in full-time teaching or research; and
- 2) Who becomes a Retired Fellow either at such time as he/she is no longer engaged in full-time teaching or research, or on the date of his/her retirement from all College and/or University appointments;
- 3) Who has no specific obligations to the College;
- 4) Who is entitled to attend Convocation, Assembly and other College functions open to Fellows, and to make use of such amenities as the governing body of the College may from time to time decide. Such amenities may include the use of an office. If a Retired Fellow wishes to apply for an office, he or she shall apply before 31 January and include a brief (two-page) description of an academic project on which he/she intends to work and for which office space at St John's College would be of value. The office would be made available for a term not exceeding two years. The Retired Fellow may reapply, again submitting a proposal for an academic project. In each year, the Membership Committee would determine the number of offices available for the use of Retired Fellows;
- 5) Who is eligible for appointment to College Council under Part IIA, section 1, subsections (h) and (i) of the of the Statutes; but
- 6) Who shall have no vote in meetings of Assembly;
- 7) Who ceases to be a Retired Fellow upon resignation, or by reason of actions reflecting gross discredit upon the College as recognized by a two-thirds vote of Assembly, at a meeting deemed to be extraordinary.

Successive Terms:

Normally no person shall be elected to successive terms as Junior Fellow, Research Fellow and/or Visiting Fellow totaling more than seven years.

A Senior Fellow is one:

- 1) Who is a member of the College engaged in teaching, and/or research, and who holds a year-round or permanent appointment in the professoriate or as an instructor, or who holds a sessional or temporary appointment, in St John's College and/or the University of Manitoba;
- 2) Who is obliged to:
 - a) Take part in College governance by attendance at Convocation and Assembly meetings, and by service on such committees as he/she may reasonably be asked to join;
 - b) Initiate or support such social, cultural and academic programmes as are appropriate to the College;
 - c) Teach as many of his/her classes in the College as is appropriate;
 - d) Participate so far as possible in such distinctive College academic programmes as are approved by Assembly;
 - e) Locate his/her main office in the College;
 - f) Advise the College Library concerning acquisitions and holdings; and
 - g) Acknowledge his/her College membership in all publications and academic consultation.
- 3) Who is entitled to:
 - a) Such remuneration as the governing body of the College may from time to time decide;
 - b) Occupancy of an office and reasonable use of support services in the College;
 - c) Use of such amenities as the governing body of the College may from time to time provide.
- 4) Who will be elected by Assembly upon nomination of the Membership Committee for one probationary year as a Visiting Fellow. At the end of the year who will be elected by Assembly to Senior Fellow.
- 5) Who is elected by Assembly upon nomination of the Membership Committee in light of the following criteria:
 - a) Commitment to the principle that Colleges are a desirable element within the larger University;
 - b) Excellence in teaching and scholarship;
 - c) Expressed willingness to accept the obligations set out in (2) above.
- 6) Who upon administrative secondment to another unit retains their Fellowship but not their office. Upon completion of the secondment, they are entitled to return to an office at the College.
- 7) Who ceases to be a Senior Fellow upon resignation, termination of appointment at the College and/or the University, or by reason of actions reflecting gross discredit upon the College as recognized by two-thirds vote of Assembly at a meeting deemed to be extraordinary.

A Visiting Fellow is one:

- 1) Who is elected to a fellowship in College for reasons deemed appropriate by Assembly; or Who holds or a postretirement appointment at St John's College and/or The University of Manitoba, or
Who is a full-time doctoral student having completed the candidacy or comprehensive examinations, or post-doctoral fellow at the University of Manitoba;
- 2) Whose obligations are as for College Fellows;
- 3) Whose entitlement are as for College Fellows;
- 4) Who is elected by Assembly for a term of one year, upon nomination by the Membership Committee, on account of his/her fitness for community with those in College, on the basis of academic interests or other relevant considerations; Who is eligible to apply for re-election for a maximum of *two* further one-year terms;
- 5) Who ceases to be a Visiting Fellow by expiry of term, by resignation, or by reason of actions reflecting gross discredit upon the College as recognized by two-thirds vote of Assembly, at a meeting deemed to be extraordinary.

An Adjunct Fellow is one:

- 1) Who desires to participate in the social, cultural and academic life of the College but who is unable to maintain an office at the College;
- 2) Whose obligations are as for College Fellows, except the requirement to maintain an office at the College;
- 3) Whose entitlement are as for College Fellows, except the provision of an office;
- 4) Who is elected by Assembly for a five-year term (renewable), upon nomination by the Membership Committee, in light of the following criteria:
 - a) Commitment to the principle that Colleges are a desirable element within the larger University;
 - b) Excellence in teaching and scholarship;
 - c) Expressed willingness to accept the obligations set out in (2) above.
- 5) Who ceases to be an Adjunct Fellow by expiry of term, by resignation, or by reason of actions reflecting gross discredit upon the College as recognized by two-thirds vote of Assembly, at a meeting deemed to be extraordinary.

There can be no more than *10 Adjunct Fellows* at any time.

A Retired Fellow is anyone:

- 1) Who is a former Senior Fellow and who is no longer engaged in full-time teaching or research; and
- 2) Who becomes a Retired Fellow either at such time as he/she is no longer engaged in full-time teaching or research, or on the date of his/her retirement from all College and/or University appointments;
- 3) Retired Fellows do not include those sessional or temporary Senior Fellows for whom their contract with the University of Manitoba has terminated.
- 4) Who has no specific obligations to the College;
- 5) Who is entitled to attend Convocation, Assembly and other College functions open to Fellows, and to make use of such amenities as the governing body of the College may from time to time decide. Such amenities may include the use of an office. If a Retired Fellow wishes to apply for an office, he or she shall apply before 31 January and include a brief (two-page) description of an academic project on which he/she intends to work and for which office space at St John's College would be of value. The office would be made available for a term not exceeding two years. The Retired Fellow may reapply, again submitting a proposal for an academic project. In each year, the Membership Committee would determine the number of offices available for the use of Retired Fellows;
- 6) Who is eligible for appointment to College Council under Part IIA, section 1, subsections (h) and (i) of the of the Statutes; but
- 7) Who shall have no vote in meetings of Assembly;
- 8) Who ceases to be a Retired Fellow upon resignation, or by reason of actions reflecting gross discredit upon the College as recognized by a two-thirds vote of Assembly, at a meeting deemed to be extraordinary.

St John's College

2018/2019 Assembly Meeting Dates

Assembly Executive

(Warden, Dean of Studies, Chair of Assembly, four members elected by and from Assembly and a student)

Tuesday	September 11, 2018	@ 2:30 p.m.
Tuesday	October 30, 2018	@ 2:30 p.m.
Tuesday	January 8, 2019	@ 2:30 p.m.
Tuesday	March 12, 2019	@ 2:30 p.m.
Tuesday	April 30, 2019	@ 2:30 p.m.

Assembly

Diocesan Council representatives on SJC Council are members of SJC Assembly.

Tuesday	September 18, 2018	@ 2:30 p.m.
Tuesday	November 6, 2018	@ 2:30 p.m.
Tuesday	January 15, 2019	@ 2:30 p.m.
Tuesday	March 19, 2019	@ 2:30 p.m.
Tuesday	May 7, 2019	@ 2:30 p.m.

St John's College

2018/2019 Council Meeting Dates

Council Executive

(Chancellor, Warden, Dean of Studies, Chair of Council and Chair of Assembly).

Tuesday	September 11, 2018	@ 3:00 p.m.
Tuesday	November 6, 2018	@ 3:30 p.m.
Tuesday	January 8, 2019	@ 3:00 p.m.
Tuesday	March 12, 2019	@ 3:00 p.m.
Tuesday	May 7, 2019	@ 3:30 p.m.

Council

Diocesan Council representatives on SJC Council are members of SJC Assembly.

Wednesday	September 26, 2018	@ 5:30 pm
Wednesday	November 21, 2018	@ 5:30 pm
Wednesday	January 23, 2019	@ 5:30 pm
Wednesday	March 27, 2019	@ 5:30 pm
Wednesday	May 22, 2019	@ 5:30 pm

Enrolment Statistics for 2017

	<u>Dec. 2016</u>	<u>Dec. 2017</u>
Agriculture and Food Science	23	29
Architecture	12	10
Arts	169	120
Asper School of Business	41	34
Dental Hygiene	2	0
Dentistry	16	14
Education	10	15
Engineering	62	51
Environment, Earth, and Resources	30	21
Extended Education	9	18
Fine Arts	9	8
Graduate Studies	63	66
Health Sciences (was Human Ecology)	4	3
Kinesiology and Recreation Management	12	8
Law	12	17
Medical Rehabilitation	4	1
Medicine	30	27
Music	5	4
Nursing	39	32
Pharmacy	8	10
Science	206	181
Social Work	10	10
University 1	61	74
Total	838	753

St John's College
Warden's Report to Assembly
May 15, 2018

As term rolled to an end there were many end of term activities to attend. I have been working with the Diocese to prepare workshops and courses on Indigenous Awareness for all employees of the Diocese. We have been very proud that three Johnians competed in the 3MT competition and Jill Beuddefeld won the Peoples' Choice Award. We are also proud that graduate Dr. Shayne Reitmeier won the Outstanding Young Alumni award. We have continued working on the residence file putting together an appropriate nomination for an architectural firm. I am now looking forward to Convocation season and the excitement of seeing all our students who have completed their programs. I have been appointed the Chair of the Board of the University of Manitoba Press and co-chair of the Anglican-Mennonite dialogue.

- 1) Attended the Bach's Birthday concert and reception, March 21
- 2) Attended the 3MT finals in the Schultz Lecture Theatre, March 21
- 3) Attended College Grad Farewell Dinner, March 24
- 4) Participated in the Journey toward Passiontide service, March 25
- 5) Attended ReconciliAction campaign launch, March 27
- 6) Attended Emerging Leaders Reception, March 28
- 7) Attended farewell dinner for Maylanne Maybee, April 3
- 8) Attended End of Term Bar-B-Q and Reception, April 4
- 9) Attended SJC Art Competition Final Reception, April 5
- 10) Attended Residence end of term banquet, April 6
- 11) Attended Charitable Sector Insights Workshop, April 11
- 12) Attended Centre for Christian Studies Graduation Dinner, April 14
- 13) Attended Centre for Christian Studies Annual Service of Celebration, April 15
- 14) Chaired first meeting of Diocesan Theological Education Council, April 17
- 15) Participated in the U of M Press unit review, April 23
- 16) Represented the College at the Booth University College Convocation, April 29
- 17) Attended Senior Executive Retreat, May 3
- 18) Attended Alumni Awards Gala, May 10

Dean of Studies: Report to Assembly May 15, 2018

Thanks to everyone who attended our End of Term Reception in April, and to Ian Park and his staff.

Fellows Research and Travel Fund

A reminder that this academic year we have established a fund in support of Fellows' research and travel. As you undertake your spring and summer conference travel and research, please consider applying to the fund, which can provide up to \$300. Applications to me will be evaluated on a first-come-first-served basis, until the budget is depleted.

Applicants should provide a rationale and budget in an email to me, copied to Diana DeFoort.

Western Canadian Studies Visiting Researcher and Conference Support

Please find attached the DRAFT posting for the new Visiting Researcher program, for your information and feedback. It was prepared with input from SJC Senior Fellow Barry Ferguson. The Dean of Arts has agreed to provide \$2500 towards support of the Fellowship in 2017-2018, which increases this year's maximum funding to \$7500.

The advertisement will be circulated shortly. Please help us to promote the Fellowship by sharing with your colleagues inside and outside of UM. If you have advice about where to circulate it, or have suggestions for recruitment, kindly get in touch with me.

THRIVE Student Support

I am currently working with the Academic Learning Centre and our library to establish the SJC Writing Tutor Program, which has received funding in this year's College budget. I will circulate more information when the details are finalized.

Prof. Esyllt W. Jones
Dean of Studies

Bursar's Report to Assembly May 15th, 2018

Financial

Our annual audit is scheduled to begin June 11th, so we are currently busy preparing for that.

Summer residence has begun and we have approximately 50 students living in the College. Other groups are scheduled to arrive in July and August. This represents occupancy levels that were budgeted for which will put us in a good position going into September.

Building items

- All of the new equipment that was installed during the hood exhaust project, as well as the hood exhaust itself, has passed inspection and is fully operational.
- Construction in classroom 201 is scheduled to begin shortly and will last throughout the summer.
- We have put in requests to replace all of the remaining chalkboards in our classrooms with white boards, and are hopeful this will happen during the summer.
- Both the General Office, and Faculty photocopiers have been replaced

Development Officer Report to Assembly
May 2018

Fundraising

- MSBI remainder revenue and Heath Career Quest Camp sponsorship was deferred to the 2018 year. Total raised for 2017 fiscal year was \$288,752. This is the most we have raised since 2010.
- Recently mailed out the Chaplaincy/Refugee request to a targeted group – clergy/church. Response has been not as positive in previous years with just over \$1,000 raised to date
- Currently working on evaluation of all revenue sources over the past couple of years.

Alumni/Stewardship

- Continuing to visit with Johnnians.
- Working with Fayez, Dean of Residence, to set a Kenora visit. Fayez will visit the high school and we will have a luncheon for Johnnians.

Special Events

- Lunch and Lively with Gerry Friesen was very well received. The next LL will be during Homecoming and will feature grad student Jill Bueddefeld who won the Peoples Choice award at the 3MT competition. She will be speaking to ecotourism.

Marketing/Communications

- In Lumine was mailed during April. Many positive comments received.
- Working on the Annual Report to Donors to be mailed early June.
- Will start on the Trust endowment reports to be mailed later in June.

Staffing

- Our Summer Jobs application was approved for 9 weeks. Ade was the successful candidate for this position and he will be working 10 hours a week for Development. The rest of his time will be taken up by the College.

Capital Campaign

- Development Committee is currently reviewing its Terms of Reference.

Misc

Respectfully submitted by:

Jackie Markstrom
9th May, 2018

Dean of Residence Report – May 10, 2018

Residence Projects

There are no major projects happening in the residence right now. We're focusing on maintenance for residence rooms.

Summer Semester

We have 50 rooms filled as of today. Historically we have depended on summer conference groups to fill rooms in the summer. This year we would like to turn our focus to regular students for the summer. This would be ideal since regular students typically stay for almost the whole summer or may sign up for the upcoming academic year too! With increasing numbers of international students filling the campus, I believe we can have success with this plan.

We still have about 5 conference groups that are staying with us at different time periods during the summer.

Residence Activity

No activities planned for the summer.

The new dons successfully completed their training and are performing excellent in their positions so far.

Thank you.



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Registrar's Report
May 2018

June 2 – HeadStart, formerly the Parent's Program, where incoming students attend sessions with their parents. Probably one of our best recruitment events.

University Orientation – Has been reduced to a single day event this year. We will again have an information table. This is also a great recruitment day for us.

Sherry Peters
Registrar