

ST JOHN'S COLLEGE ASSEMBLY Agenda

Quorum Needed

For the meeting of March 20, 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 January 16, 2018.**

- 3. Business arising from the Minutes of the January 16, 2018 meeting**
 - a) Food / Potlucks in College Classes

- 4. New Business**
 - a) Nominate Chair of Assembly for 2018/2019 academic year
 - b) Set 2018/2019 Residence Rates
 - c) 2018/2019 Budget
 - d) Call for Honorary Degree Nominations

- 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 January 16, 2018 @ 2:30 pm in Room 108 St John's College

Present: J. Weimer, E. Jones, K. Fowler, D. Brydon, I. Froese, C. Penner, M. Evans, M. Maybee, K. Markstrom, D. McCance, R. Coutts, D. Carr, M. Hughes, C. Trott, J. Markstrom, S. Manley-Tannis, F. Hasan, S. Peters (Secretary), L. Kuffert (Acting Chair)

Regrets: E. Alexandrin, E. Millions, H. Enns, L. Wilkinson, B. Hallman, B. Pope, G. Bak, B. Ferguson, M. Minor, R. Thomas, B. Collins, B. Cantelo, J. James,

1. Approval of the Agenda

MOTION: That the agenda be approved as distributed.

I. Froese / E. Jones

CARRIED

2. Approval of the Minutes of the meeting on October 17, 2017.

MOTION: That the minutes of the meeting of October 17, 2017, be approved as distributed.

C. Trott / M. Maybee

CARRIED

3. Business arising from the Minutes of the October 17, 2017 meeting

a) The re-definition of Fellows is still being worked on.

4. New Business

a) Motion from Membership Committee – MOTION: That Jane Barter be elected Visiting Fellow from January 1, 2018 – June 30, 2018.

CARRIED

b) Food / Potlucks in College Classes – The Dean of Studies brought this issue to Assembly after talking with fellows about the College policies on food in the classroom. The policies are 15 years old. She prompted discussion regarding whether new policies should be written, or if the current policies could be updated. Of particular concern was that clarity is needed regarding Fellows or students bringing in food to share such as snacks, or if Fellows wanted to have an end of term potluck with their class. Do Fellows have to order everything from the Daily Bread Café?

Discussion:

I. Froese: The current policy is that there is no outside food allowed in the College.

Everything we decide here, on this issue, affects that policy.

M. Maybee: Hosting a potluck can be seen as being in direct competition with the College's food services. Snacks are not.

D. McCance: Would we have to share these changes to policies with students?

I. Froese: It has been a problem with students bringing in food.

C. Trott: The least of our problem is cookies and danishes being brought in. There have been classes where they have ordered in pizza. More of a problem is with potlucks, in particular because of clean-up which often doesn't happen. People need to take full responsibility for cleaning. Also, it is worth reminding everyone that Food Services contributes a lot to the running of the College and we don't want to chip away at it too much. Also think about food allergies as the College is responsible for whatever happens if someone gets sick. Is this change in policies only for Fellows, or will others who teach here be able to use this too?

E. Jones: Yes, there are problems with potlucks, but there are increasing limitations on social interactions with students. Can the College provide a safe space for an option for faculty to interact with students?

I. Froese: We want to encourage interaction with students. Maybe there is something the College can provide financially.

K. Fowler: If I do a potluck with my students, it is once a term.

D. Brydon: Potlucks is too much. We should look at other avenues/options if it gets to that scale.

D. McCance: I don't see a problem with a rule that allows Fellows to bring in snacks.

C. Trott: We could ask Food Services to have a menu item such as a big bowl of chili or lasagna and the class could pitch in to order it. We cannot allow alcohol because that would mess up our liquor license.

MOTION: Assembly requests that Finance and Admin review our food services policy, update it, and bring it back to Assembly.

C. Trott / K. Fowler

CARRIED

An informal agreement was made that snacks are allowed and brought in meals in the class or group event are not.

- c) Budget Summary – The Bursar presented a summary of the budget. It was noted that the residence is now full and that Food Services did a great job. Food Services has made up for the earlier short-fall in revenue and we are on track to meet our budget.
- d) Awards report for the previous year – The list of award recipients was circulated for information. It was noted by the Bursar that MSBI money is included in the award amounts disbursed.
- e) Marjorie Ward Lecture – The Dean of Studies informed Assembly that the Marjorie Ward Lecture will be on March 7, 2018 at 4:30 pm. David Alexander Robinson will be the speaker this year. A reception will follow in the Galleria. There will not be a dinner this year.
- f) Call for Honorary Degree Nominations – The Warden put out out a call for Honorary Degree nominations and strongly encouraged Honorary Fellow nominations. Please send nominations to the Warden.

5. Other Business

None

6. Reports

a) Reports from College Officers

Warden

**St John's College
Warden's Report to Assembly
January 16, 2018**

I hope you have all come back from your holidays refreshed and ready to face another term. We are already well into it and you should have a feel for your classes now. It has been a long time since Assembly met in October

- 1) Organized the Sistema fundraiser at the College
- 2) Attended one session of the U of M Convocation, October 19
- 3) Joined Heather McCance in meetings with Canadian Mennonite University, Oct 24

- 4) Attended the Evening of Excellence, Oct 24
- 5) Joined Heather McCance in meetings with St Margaret's Church, October 27
- 6) Attended our first Food for the Journey program, October 28
- 7) Presided over the 151st Convocation November 5
- 8) Made a presentation for the Arts Student body on Inuit and Climate Change, November 6
- 9) Joined the Ministerial for lunch, November 8
- 10) Met with the Theological Education Implementation Group, November 10
- 11) Visited Alumni and Donors in Ottawa, London and Toronto, November 14-18
- 12) Hosted Sistema Fundraiser, November 19
- 13) Attended Diocesan Council on November 25
- 14) Represented the College at the Academic All-Canadian Ceremony where we had three award winners, November 27
- 15) Participated in leg waxing fund-raiser with students, November 30
- 16) Met with the Theological Education Implementation Commission, November 30
- 17) Attended the Residence Christmas Banquet, December 2
- 18) Attended the Senior Executive Retreat, December 4, 5
- 19) Attended National Day of Remembrance Service, December 6
- 20) Attended University Chaplain's Ecumenical Advent Service, December 7
- 21) Represented the College at Mauro Family Gift Announcement, December 8
- 22) Hosted College Family Christmas Party, December 9
- 23) Attended lunch with Alumni in Carmen, December 13
- 24) Attended College Advent Service, December 17
- 25) Participated in the Indigenous Awareness Month planning, January 3

I have been working with The Rev. Vincent Solomon on preparing programs on Indigenous awareness and history for all employees of the Diocese. I have also been appointed to the Anglican-Mennonite ecumenical dialogue.

Dean of Studies

Dean of Studies: Report to Assembly January 16, 2018

Associate Deans Undergraduate Meetings (ADU)

Academic Dishonesty

At the ADU meeting in early November Brandy Usick from Student Life reported on the work of the Sub-Committee on academic dishonesty. (Former SJC Acting Dean of Studies Lori Wilkinson serves on this committee.) This committee was struck to address the variance across the University in penalties for academic violations such as plagiarism, personation, inappropriate collaborations, etc. The objective of the committee "is to come up with a common set of minimum penalties for academic dishonesty at the University of Manitoba." Ms. Usick presented a draft document that aims to standardize awarded penalties for academic dishonesty across the university. The guidelines propose penalties for 'minor' or 'light' infractions, and a differing set of penalties for violations considered to be of a serious nature. The committee discussed the guidelines and proposed a few modifications, alongside the reminder that policies and procedures on academic dishonesty do exist in the University governing documents and must be adhered to.

Fall Term Break

At the November ADU meeting, David Collins also alerted us to upcoming changes to the academic calendar to include a full week break during the Fall Term.

Guidelines on Sharing Course Materials and Tutors

In December, ADU reviewed the current draft of guidelines for students and faculty on copyright, intellectual property rights, and the sharing of course materials. You might find this useful in your classroom – it covers issues such as recording lectures, sharing lecture notes, etc. It can be downloaded

here http://umanitoba.ca/admin/vp_admin/ofp/copyright/media/Note_sharing_Web_sites.pdf

New Visiting Fellow

The Membership Committee has put forward a motion to Assembly to elect Jane Barter as a Visiting Fellow for Jan-July 2018. We are pleased to welcome Jane to the College. Jane is Professor in the Department of Religion and Culture at the University of Winnipeg. She is currently on Study Leave, and will be working on her leave project while here with us, which addresses witnessing and remembering atrocity through the work of philosophers such as Arendt, Benjamin, Levi and Agamben.

SJC Fellows Soup and Bread Lectures

Fellows Erin Millions and Micheline Hughes have been planning our Soup and Bread Lectures for the year. In Winter Term the events are as follows:

Shelley Manley-Tannis - January 16th - "Spiritual Advising in a 21st C Secular & Multi-Faith Setting"

Murray Evans - March 6th - "'Interpreting the Signs of the Times': Sublime Politics in Samuel Taylor Coleridge (1772-1834) and Fredric Jameson (1934-)"

David Carr – March 20th – "'Fifty Years of Publishing: A Brief History of U of M Press"

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, at noon in the SCR. Please mark your calendars!

Marjorie Ward Lecture 2018

I am very pleased to announce that the 2018 Marjorie Ward Lecturer will be indigenous writer and graphic novelist David Alexander Robertson. The lecture and reception will be on March 7th at 4:30pm – 6:30pm. Please mark your calendars and help us publicize this event to your colleagues, students, and families.

Mr. Robertson is the recent co-winner (with Julie Flett) of the Governor General's Award for Young People's Literature for their children's book *When We Were Alone*, a gentle but powerful story about Indian Residential Schools. Robertson is also the creator of the award winning

graphic novel *Will / See*, which addresses the lives of missing and murdered indigenous women and girls. You can see his website here <http://www.darobertson.ca/>

SJC Student Outreach

The first organizing meeting for our **Peer Mentorship Program** (tentatively called Thrive) happened on November 20. Thrive is meant to be a partnership between the Student Council, the Residence Council, and the Dean of Studies and College staff. There is a lot of enthusiasm for this program. Students on campus have significant unmet needs, especially in the area of mental health, social support, and social networks and connections that will help them transition into their careers. At the meeting we laid out some parameters for how the program might operate, what is expected of student mentors, training, marketing and promotion, and evaluation of the program.

Our first collaborative Thrive effort was a “cram night” during the December exam period, held in the library in conjunction with extended library hours. The SJCSA and myself provided snacks for students studying in the College library. This initiative was a suggestion from the SJSC Vice-Stick.

The next step for Thrive is to recruit potential student mentors. I am preparing a written prospectus for the program, which will be circulated to the Student Affairs Committee, the Thrive Organizing Committee, and Administration. Our work-study student, Olaitan Robinson, is helping me with background research on this project, examining what colleges and universities elsewhere in Canada provide in terms of peer support.

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
Tuesday, January 16, 2018

Since we last met, I have had many adventures in Spiritual Care at the College. I have had the labyrinth available for spiritual practice on a bi-weekly basis as well as during exams in December, and though there weren’t huge queues to walk on it, I know there were folks who made use of it.

I spent a fair bit of time helping organize a one-evening retreat session for the Student Council and things seemed to go well with great attendance. We had Kristen Klassen of BRICKSTORMING who led us in a visioning/goal setting process through LEGO play! (See photos on our SJC Facebook page.)

Advent was a busy time in the College as we hosted the Memorial for the 27th anniversary of the event known as the Montreal Massacre. It was a real honour to honour and celebrate the women who died with some exceptional folks from this University and to be part of bringing more awareness about gender-based violence.

We also hosted the Ecumenical Advent service of Lessons and Carols where leadership was offered by students and friends of many of the Chaplaincies on campus. The music was accompanied by a great band with many different instruments!

Later in December we also hosted (Chris Trott did all the hard work of organizing the readers!) the Advent Lessons and Carols Service with the Friends of St. John's College Choir led by John Tanner. It was a beautiful service and great to have so many from the wider University Community participating.

Over the Holiday break Dec-Jan a few folks also joined the student who were in residence for a special 'Boxing Day' meal. There were about 20 of us – from all over the world - who ate together; thanks to the staff and volunteers who helped bring the food. Everything that was left over went into the buttery refrigerators for students to share over the rest of the break.

The FOOD FOR THE JOURNEY prayer and conversation series is continuing for the winter term and I have spent time communicating with the guest speakers, creating the posters and ordering breakfasts! Please join us sometime this term as we have conversation on the topics of 'Beyond Islamophobia' (January 13), 'How to talk about Death: What is our Comfort Level?' (February 10), and 'Stigma, Mental Health and Spirituality' (March 17).

A few other ways I have been spending my time include joining in the ceremony for Solstice celebrations at Migizii Agamik, volunteering as a community member for a Poverty Awareness workshop, and talking with students, staff and faculty. It is a rich and varied ministry and I am thankful for the time I have here with you all.

Happy New Year!
Shelly

Bursar

Bursar's report to Assembly January 16th, 2018

Financial

Despite having a number of empty rooms in the residence during the first term, we have managed to maintain the momentum of our successful summer on the strength of increased revenues in the Daily Bread Café, Pizza Joe's, and our Catering services.

As we start the winter term, we've managed to fill all the empty residence rooms, so we are currently full. This will give us a very good opportunity to meet or exceed our budget if our other operations continue at their current pace, and no unforeseen major expenditures are incurred. The budgeting process for 2018-19 will begin soon as we get closer to the end of our fiscal year.

Building items

The major renovation project of replacing the hood exhaust system in the Residence kitchen was substantially completed over the Christmas break. This was timed so as to disrupt the students as little as possible. The kitchen was shut down from the start of exams, until the beginning of the winter term. Meals were served in the Daily Bread Café during the exam period.

Installing the new system required natural gas to be brought to the College, and gave us the opportunity to replace some aging cooking equipment that will allow us to substantially improve our ability to provide even better food for the students and the larger College and University community.

Also, it has ensured that we have a very safe environment in which to operate our Food Services.

The renovation of classroom 201 into an adaptive learning environment is continuing, and has now progressed into the design phase. Plans are being finalized as we get closer to actual construction.

Dean of Residence

Dean of Residence Report – January 8, 2018

Residence Projects

There are no major projects happening in the residence right now. Over the Christmas break, the residence kitchen went through some construction; I have noticed a significant upgrade in meal service recently. Amy Craddock and I have been quite active on Instagram and will continue to do so.

Regular Semester

At the end of Fall term, we had 18 unfilled rooms in the residence. The office has been working tirelessly to fill all rooms and I am happy to report that the residence is at full occupancy for Winter 2018. Much of this success is because of our communication with ICM, Extended Ed, ELC and International Center. As such, 71% of our population is international and 37% is first year students. The residence is still predominantly male (68 male to 32 female). My goal going forward would be to bring back a good balance between local and international residents.

Residence Activity

There haven't been any serious incidents in the residence so far. The Dons are performing well and the residence is functioning soundly. Residents are reasonably following the rules; no serious breach to the contract yet. There have been a few water leakages in the bathroom but the dons followed proper protocol and addressed them before they became a major issue.

For January, the residence is planning several events. A few noteworthy are miniature escape room, ice-skating at forks, field hockey experience and SJC social at The Hub Pub.

Thank you.

Development Officer

Development Officer Report to Assembly January 2018

Fundraising

- To date raised: \$220,972
- The annual appeal response is comparable to previous years.
- Received two bequests: Insurance policy on the life of Alice Cheatley, \$15,000, placed, according to her wishes, into the Alice Cheatley Bursary. The second was an unexpected bequest of approximately \$69,000 of which we received just over \$52,000 in December.
- We also have received a stock transfer to go into an endowed operating fund. Approximately \$52,000 will be transferred to the College from the UofM.

Alumni/Stewardship

- Continuing to visit with Johnians.
- Chris and I will be travelling to Vancouver on 20th February. We are in the process of inviting alumni to attend a reunion.
- I will be in Calgary early March and hope to set up a few visits whilst there.
- I will be in England in April and will try to set up a few visits there too.

Special Events

- Lunch and Lively is planned for 22nd February with Roberts Coutts speaking.
- Planning in progress for Bach's Birthday and the April Lunch and Lively.

Marketing/Communications

- Helping to promote the MWL on the 7th March
- Currently working on the next issue of In Lumine.

Staffing

- Ade continues to work for us for 3 hours a week.
- We hired Richard to work as our Work Study student until March of next year. He is working for both the Development Office and the Dean of Studies.
- Applying to Canada Summer jobs for a grant for the 2018 summer student

Capital Campaign

- Council approved the College move into a Capital Campaign to raise \$7 million.
- In the process of setting up a Development Committee and Campaign Cabinet.

Respectfully submitted by:

Jackie Markstrom
9th January, 2018

Registrar

Registrar's Report
January 2018

Evening of Excellence was held on Tuesday, October 24 in the Multi-Purpose Room of University Centre. As always, this is probably one of our best recruitment nights and this year was no exception. The crowd was steady with interested students and parents coming to our booth up to the very end.

Convocation was held Sunday, November 5. It was a fantastic event, with approximately 46 award winners and 12 grads in attendance, the most since I have been at St John's College. Many thanks to the College staff and students who helped make this event run so smoothly.

Upcoming:

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 will be spread out throughout the first and second floor of University Centre. I am curious to see how this will affect traffic to our booth.

March 5 – 7 – Brandon Career Symposium. This is a good event for reaching rural Manitoba students, particularly for attracting students to our residence.

Sherry Peters
Registrar

b) Report from Senior Stick

c) Reports from College Committees

7. Adjournment

Motion: That the meeting be adjourned.

C. Trott / M. Evans

CARRIED

Actual cost to maintain and run St John's College Residence

Expenses	Projected 2018-19 Operating Costs
Residence	
Salaries & benefits	
Dean of Residence & housekeeping & maintenance during reg. session	134,302
Don's Stipends (Senior Don stipend plus 0.7 room & board for 3)	31,987
Housekeeping supplies (during reg. session)	9,000
Res repairs & Maint.	27,000
Residence supplies	2,000
Residence furnishings	4,500
Residence phones	2,578
Travel/admin/hospitality, etc.	9,290
Internet	16,061
Utilities	50,599
Insurance	3,100
Capital reserve	1,000
Food Services	
Salaries & Benefits(75% of labour costs (excluding conferences))	299,731
Food Costs (Proportionally weighted within the budget, plus 8%)	192,452
Food Service Maint (Proportionally weighted within the budget)	12,000
Food Service Equip (Proportionally weighted within the budget)	6,500
Utilities (During 8 month period of regular session)	15,773
Insurance (Proportionally weighted within the budget)	1,533
General Supplies (Proportionally weighted within the budget)	29,666
Admin	
Salaries & Benefits	
Assistant Bursar, & Receptionist (all at 50%)	67,260
Admin Costs (5% of total admin costs)	400
Total	916,732

Projected costs for 18-19:

2018-19 Budgeted costs 916,732

Effect of the proposed increase

Current 17-18 Rates (based on 90 Residence rooms and 3 Suites)

Full fees 9,552 (90 rooms, 3 suites) **888,593**

Proposed 18-19 rates (3% increase) (based on 90 Residence rooms and 3 Suites)

Full fees 9,839 (90 rooms, 3 suites) **915,242 ****

****This figure represents the revenue that would be generated by a 3% increase in fees, and would offset anticipated costs in 2018-19 of \$916,732**



ST JOHN'S COLLEGE

ESTABLISHED 1866

Office of the Bursar

Memorandum

To: Finance & Administration Committee
From: Ivan Froese, Bursar
Re: 2018-19 Draft Budget
Date: March 9th, 2018

College Council instructed Administration to strike a balanced budget excluding the Capital Campaign. The 2018-19 draft budget meets that directive and builds upon the strengths of our 2017-18 budget.

These are the material assumptions and underlying data that were used to strike this 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.

Summary to Jan 31, 2018

REVENUE SOURCES	2016-17	2016-17	2017-18	2017-18	2018-19
Previous Year Trust Revenue	Audited	Year to Date	Year to Date	Budget	Draft Budget
College Operations	28,956	27,956	29,185	29,925	31,735
Academic Programmes	123,170	118,298	147,499	124,175	150,675
Theology	42,325	24,275	14,800	26,450	27,475
Chapel	25,350	25,350	25,725	25,725	27,025
Subtotal	219,801	195,879	217,209	206,275	236,910
Current Sources					
Admin & Clerical U of M	551,539	543,479	563,584	546,350	550,273
Misc. Rev. for College Oper.	10,599	7,043	9,472	10,400	9,800
Academic Programs	3,925	3,698	20,496	7,100	2,350
Conferences & Summer Res.	93,358	93,358	129,593	126,490	124,936
Residence	469,100	281,358	261,664	381,244	397,250
Food Services	1,113,268	893,908	1,051,968	1,124,454	1,215,027
Theology	7,776	7,775	0	0	0
Chapel	7,195	7,195	928	3,050	2,050
Development	3,216	4,684	23,490	28,280	1,500
Total Current Sources:	2,259,976	1,842,498	2,061,195	2,227,368	2,303,186
SOURCES (Theology)	50,101	32,050	14,800	26,450	27,475
SOURCES (Excluding TH & CC)	2,429,676	2,006,327	2,263,604	2,407,193	2,512,621
TOTAL SOURCES	2,479,777	2,038,377	2,278,404	2,433,643	2,540,096
	2016-17	2016-17	2017-18	2017-18	2018-19
EXPENDITURES	Year to Date	Year to Date	Year to Date	Budget	Draft Budget
Admin & Clerical U of M	539,742	447,440	415,163	544,502	549,244
Admin & Clerical SJC	132,664	110,120	116,944	142,687	147,476
Academic Programmes	137,063	128,401	155,303	122,210	146,890
Conferences & Summer Res	75,293	75,787	79,355	75,142	81,702
Residence	380,763	216,790	211,534	278,285	291,090
Food Services	1,015,998	810,280	924,219	1,019,026	1,092,390
Theology	8,158	4,843	13,150	19,700	26,739
Chapel	29,274	26,165	18,616	25,370	23,493
Development/Promotions	167,601	131,494	152,929	196,217	178,276
Capital Campaign	22,778	19,461	9,630	13,500	11,000
TOTAL EXPENDITURES	2,509,334	1,970,781	2,096,843	2,436,639	2,548,300
EXPENDITURES (Theology)	8,158	4,843	13,150	19,700	26,739
EXPENDITURES (Ex TH & CC)	2,478,398	1,946,477	2,074,063	2,403,439	2,510,561
CURRENT OP SURPLUS (Theology)	41,943	27,207	1,650	6,750	736
CURRENT OP SURPLUS (Ex TH & CC)	-48,722	59,850	189,541	3,754	2,060
CURRENT OPERATING SURPLUS	-29,557	67,596	181,561	-2,996	-8,204
ACCUMULATED SURPLUS (Theology)	-31,030	-45,766	-29,380	-22,630	
ACCUMULATED SURPLUS (Ex TH & CC)	-22,380	86,192	167,161	170,915	
ACCUMULATED SURPLUS	-76,188	20,965	105,373	102,377	

St John's College

University of Manitoba

For the Ten Months Ending January 31, 2018

	16-17 January	16-17 YTD	17-18 January	17-18 YTD	17-18 Budget	Percent of Budget	18-19 Draft Budget
Revenue							
010-4005-000 Univ.Authorized Budget	\$0	\$540,829	\$0	\$563,584	\$543,350	104%	\$547,273
010-4009-000 UM Cost Recovery	2,650	2,650	0	0	3,000	0%	3,000
Total Revenues	2,650	543,479	0	563,584	546,350	103%	550,273
Expense							
010-5001-000 UM Salaries	32,421	322,826	30,104	297,671	382,228	78%	389,873
010-5110-000 UM Staff Benefits	5,795	50,005	5,085	42,555	63,336	67%	64,603
010-5111-000 UM Staff Levy	689	6,860	613	6,198	8,303	75%	8,469
010-5220-000 UM General Supplies	630	5,046	673	6,227	8,000	78%	8,000
010-5330-000 UM Professional Fees	0	983	0	2,017	2,500	81%	2,500
010-5440-000 UM Office Equipment	0	3,041	0	3,258	4,000	81%	4,000
010-5550-000 UM General Repairs/Maint	0	19,481	1,751	21,059	20,000	105%	21,000
010-5717-000 UM Phones	1,181	7,628	731	7,314	9,000	81%	8,500
010-5718-000 UM Courier	0	170	0	42	200	21%	150
010-5729-000 UM Photocopying	385	2,437	129	1,349	2,500	54%	2,000
010-5733-000 UM Postage	301	3,406	293	1,352	3,500	39%	1,500
010-5760-000 UM Travel/Mileage	0	2,332	381	3,665	2,500	147%	2,500
Development							
010-5800-000 In Lumine	0	3,267	0	4,171	15,000	28%	15,000
010-5801-000 In Lumine Postage	0	5,478	1,849	2,534	7,000	36%	6,000
010-5805-000 Dev Postage-Special Mailings	1,782	2,285	0	1,662	2,000	83%	2,000
010-5806-000 Dev Prof Fees	0	2,804	0	2,076	2,435	85%	2,000
010-5807-000 Dev Publishing/Promotion	85	784	46	646	1,500	43%	650
Student Life							
012-5055-000 Recruitment	0	65	0	1,448	1,500	97%	1,500
012-5061-000 Orientation	0	0	0	0	500	0%	500
012-5086-000 Convocation	1,442	8,542	405	9,919	8,500	117%	8,500
Total Expenses	44,711	447,440	42,060	415,163	544,502	76%	549,244
Total Surplus / Deficit	-42,061	96,039	-42,060	148,421	1,848		1,029

St John's College

SJC Administration

For the Ten Months Ending January 31, 2018

	16-17 January	16-17 YTD	17-18 January	17-18 YTD	17-18 Budget	Percent of Budget	18-19 Draft Budget	
Revenue								
Income Trusts								
011-4026-000	General Endowment	\$4,250	\$4,250	\$4,800	\$4,800	\$4,800	100%	5,425
011-4027-000	SJC Foundation	925	925	950	950	950	100%	1,000
011-4028-000	Thom Memorial Fund	3,000	3,000	3,075	3,075	3,075	100%	3,200
011-4031-000	Deacon Operating	700	700	700	700	700	100%	750
011-4032-000	Winnipeg Foundation	0	3,031	0	3,260	3,000	109%	3,260
011-4033-000	Gibbs Fund	475	475	475	475	475	100%	500
011-4034-000	Bird Trust	0	0	0	0	1,000	0%	1,000
011-4036-000	Lillian Gibbons Trust	9,500	9,500	9,725	9,725	9,725	100%	10,125
011-4037-000	Lectureship in Religious Educ	1,450	1,450	1,475	1,475	1,475	100%	1,550
011-4038-000	Warden's Chair Fund	4,625	4,625	4,725	4,725	4,725	100%	4,925
	Subtotal - Income Trusts	24,925	27,956	25,925	29,185	29,925	98%	31,735
Current Sources								
011-4021-000	Interest/Admin Fees	550	2,250	350	2,032	2,000	102%	2,000
011-4022-000	College Student Fees	30	720	330	3,540	3,300	107%	3,200
011-4035-000	Meeting Room Rental	820	2,520	0	1,480	2,000	74%	2,000
011-4088-000	Promotional Items Sales	20	417	138	1,293	2,000	65%	1,500
011-4089-000	Miscellaneous	0	51	0	125	100	125%	100
Registrar								
012-4025-000	Orientation Fees	0	25	0	0	0	0%	0
012-4033-000	Convocation Revenue	0	1,060	0	1,002	1,000	100%	1,000
	Subtotal - Current Sources	1,420	7,043	818	9,472	10,400	91%	9,800
	Total Revenues	26,345	34,999	26,743	38,657	40,325	96%	41,535
Expense								
011-5003-000	Support Salaries	5,262	56,590	5,457	58,380	71,505	82%	75,999
011-5021-000	Bad Debts	0	766	0	0	0	0%	0
011-5112-000	EIC exp.	114	1,243	120	1,076	1,216	88%	1,247
011-5113-000	CPP exp	227	2,273	230	2,260	2,614	86%	2,644
011-5114-000	London Life exp	185	2,014	191	1,993	2,526	79%	2,623
011-5115-000	Medical/Dental Insurance	145	1,876	101	898	2,500	36%	2,013
011-5116-000	Workers Compensation	0	106	0	87	145	60%	121
011-5220-000	Office Supplies	50	101	0	23	200	12%	200
011-5441-000	Computer Equip.	0	0	0	48	0	0%	100
011-5442-000	Technical Support	0	51	49	289	200	145%	300
011-5551-000	Bldg Maint/Alterations	0	0	0	443	600	74%	600
011-5719-000	Parking	0	8,000	-81	5,799	5,880	99%	6,230
011-5734-000	Bank Charges	2,380	16,564	3,312	20,993	20,000	105%	20,000
011-5735-000	Audit Fees	0	13,240	0	13,889	14,000	99%	14,000
011-5736-000	Insurance	0	2,934	0	3,183	3,000	106%	3,200
011-5738-000	Memberships	0	217	0	145	500	29%	300
011-5760-000	Travel/Mileage	0	0	0	0	100	0%	200
011-5761-000	Warden's Hospitality	0	1,236	286	3,350	2,000	168%	3,000
011-5761-001	General Hospitality	224	1,205	117	2,265	1,500	151%	2,000
011-5761-002	Chair of Council Hosp.	0	0	0	0	200	0%	200
011-5762-000	Professional Development	0	0	0	44	500	9%	500
011-5763-000	College Council	264	1,057	275	1,064	1,500	71%	1,500
011-5764-000	Contingency	0	0	0	0	9,000	0%	9,000
011-5789-000	Miscellaneous	0	161	44	141	300	47%	300
011-5790-000	Staff Retreat	531	531	618	649	700	93%	700
011-5799-000	Cash Short/Over	-13	-45	-3	-75	0	0%	0
011-5900-000	Promo Items For Sale	0	0	0	0	2,000	0%	500
	Total Expenses	9,369	110,120	10,716	116,944	142,686	82%	147,476
	Total Surplus / Deficit	16,976	-75,121	16,027	-78,287	-102,361		-105,941

St John's College

Academic Programs

For the Ten Months Ending January 31, 2018

	16-17 January	16-17 YTD	17-18 January	17-18 YTD	17-18 Budget	Percent of Budget	18-19 Draft Budget
Income							
Income Trusts							
015-4020-000 Machray Fellowship Fund	\$1,650	\$1,650	\$1,700	\$1,700	\$1,700	100%	\$1,750
015-4021-000 Professoriate Endowment	4,025	4,025	4,100	4,100	4,100	100%	4,275
015-4022-000 Ashdown Foundation	2,525	2,525	2,575	2,575	2,575	100%	2,700
015-4024-000 Academic Programs (FTFA)	3,125	3,125	3,075	3,075	3,075	100%	3,375
015-4024-001 Hobson Trust	0	0	0	0	6,675	0%	6,675
015-4024-003 Carver, Thomas Prince Fund	25	25	25	25	25	100%	25
015-4024-004 Smith, A.J. Fund	75	75	100	100	100	100%	100
015-4024-005 Ward, Marjorie Lecture	1,875	1,875	2,075	2,075	2,075	100%	2,450
015-4037-000 CC Canadian Studies	3,150	3,150	3,850	3,850	3,850	100%	4,325
015-9002-000 SJC Scholarship Trusts	0	101,848	0	129,999	100,000	130%	125,000
Subtotal - Income Trusts	16,450	118,298	17,500	147,499	124,175	119%	150,675
Current Sources							
015-4000-000 Academic Prog Don	0	50	0	36	100	36%	100
015-4002-000 Other Income	0	563	0	0	500	0%	250
015-4005-000 Indigenous Prog Support	0	3,085	50	20,460	4,000	512%	0
015-4026-000 Cdn Studies Conference Rev	0	0	0	0	1,000	0%	2,000
015-4030-001 Ward Lecture Dinner Rev	0	0	0	0	1,500	0%	
Subtotal - Current Sources	0	3,698	50	20,496	7,100	289%	2,350
Total Revenues	16,450	121,996	17,550	167,995	131,275	128%	153,025
Expense							
015-9000-000 Scholarships/Bursaries/Awards	0	101,848	0	129,999	100,000	130%	125,000
015-5050-000 Fellows research/travel supp							1,500
015-5062-000 Cdn Studies Conference	0	0	0	0	1,000	0%	5,000
015-5063-000 Visiting speakers	0	0	0	0	200	0%	0
015-5766-000 Conference Support	400	400	250	550	500	110%	700
015-5770-000 Indigenous Prog Support	0	0	0	13,960	4,000	349%	0
015-5688-000 Art Expenses	0	3,026	0	600	1,500	40%	1,500
Faculty/Student Affairs							
015-5720-000 Coffee supplies	50	597	76	556	720	77%	700
015-5722-000 Faculty Printing	0	0	0	0	50	0%	50
015-5733-000 Fellows stipend/recognition	0	40	0	40	40	100%	40
015-5735-000 Student Support Program							1,500
015-5738-000 Student Receptions / BBQs	0	3,130	0	3,493	3,000	116%	3,000
Ward Lecture							
015-5064-000 Speaker exp & honorarium	7,900	15,400	0	2,279	3,000	76%	3,000
015-5064-001 Lecture expenses	0	0	0	0	1,100	0%	1,000
015-5064-002 Lecture dinner	0	0	0	0	2,500	0%	0
Dean's Hospitality							
015-5761-000 Receptions/Hospitality	643	3,167	569	2,942	3,500	84%	2,800
015-5761-001 Matriculation	0	743	0	884	1,000	88%	1,000
015-5764-000 Contingency	0	50	0	0	100	0%	100
Total Expenses	8,993	128,401	895	155,303	122,210	127%	146,890
Total Surplus / Deficit	7,457	-6,405	16,655	12,692	9,065		6,135

St John's College

Summer - Residence & Conferences

For the Ten Months Ending January 31, 2018

	16-17 January	16-17 YTD	17-18 January	17-18 YTD	17-18 Budget	Percent of Budget	18-19 Draft Budget
Revenue							
025-4000-000 Summer Res Donations	\$0	\$2,002	\$0	\$2,002	\$2,000	100%	\$4,000
025-4034-000 Summer Res Room Rental	0	81,489	0	116,741	115,000	102%	110,935
025-4035-000 Meeting Room Rental	0	1,100	0	890	1,000	89%	1,000
025-4040-000 Summer Don's Room	0	5,597	0	5,490	5,490	100%	6,001
025-4060-000 Internet Fees	0	3,170	0	4,470	3,000	149%	3,000
Total Revenues	0	93,358	0	129,593	126,490	102%	124,936
Expense							
025-5005-000 Housekeeping Wages	0	33,029	0	33,986	31,623	107%	34,761
025-5007-000 Summer Don's Rm & Bd	0	15,617	0	15,324	15,324	100%	16,725
025-5112-000 EIC	0	869	0	776	722	107%	750
025-5113-000 CPP	0	1,459	0	1,506	1,392	108%	1,424
025-5222-000 Cleaning/Laundry	0	902	0	2,022	1,500	135%	2,000
025-5223-000 Paper Supplies	0	835	0	1,813	1,000	181%	1,800
025-5552-000 UM Utilities	0	13,241	0	14,012	13,241	106%	14,012
025-5736-000 Insurance	0	1,405	0	1,510	1,500	101%	1,500
025-5717-000 Phone/Cable	0	283	0	608	540	113%	600
025-5720-000 Internet	0	7,570	0	7,798	7,800	100%	8,030
025-5767-000 Admin. expenses	0	577	0	0	500	0%	100
Total Expenses	0	75,787	0	79,355	75,142	106%	81,702
Total Surplus / Deficit	0	17,571	0	50,238	51,348		43,234

St John's College

Residence

For the Ten Months Ending January 31, 2018

	16-17 January	16-17 YTD	17-18 January	17-18 YTD	17-18 Budget	Percent of Budget	18-19 Draft Budget
Revenue							
030-4000-000 Residence Donations	\$0	\$200	\$0	\$0	\$2,000	0%	\$100
030-4002-000 Residence-Other Income	2,000	7,500	0	4,000	3,000	133%	3,000
030-4038-000 Residence-Regular Session	40,794	227,085	43,894	211,382	314,618	67%	331,553
030-4040-000 Dons Room	1,418	7,858	1,465	8,066	11,382	71%	11,809
030-4041-000 Suite 100	903	5,392	933	5,568	7,464	75%	7,688
030-4042-000 Suite 99	1,297	7,744	1,340	7,997	10,720	75%	11,040
030-4043-000 Suite 142	1,297	7,744	1,340	7,997	10,720	75%	11,040
030-4053-000 Res Application Fees	30	4,290	450	4,580	4,000	115%	4,000
030-4060-000 Internet Fees	1,940	11,800	1,980	10,450	15,840	66%	15,520
030-4089-000 Miscellaneous	470	1,745	131	1,624	1,500	108%	1500
Total Revenues	50,149	281,358	51,533	261,664	381,244	69%	397,250
Expense							
030-5002-000 Residence Admin Salaries	3,910	40,512	3,839	36,725	42,515	86%	48,513
030-5005-000 Housekeeping Wages	7,190	42,001	7,298	43,172	63,246	68%	64,522
030-5007-000 Don's Room/Board/Salary	3,977	22,187	4,105	22,885	30,833	74%	31,987
030-5112-000 EIC	247	2,241	252	1,791	2,434	74%	2,627
030-5113-000 CPP	483	3,889	485	3,516	4,747	74%	5,075
030-5114-000 London Life	389	3,893	248	2,846	4,178	68%	5,700
030-5115-000 Medical/Dental Insurance	449	6,070	800	6,844	9,039	76%	8,809
030-5116-000 Workers Comp	0	251	0	183	305	60%	229
030-5220-000 General Supplies	0	1,708	0	1,498	2,000	75%	2,000
030-5223-000 Paper/Cleaning Supplies	922	5,953	1,155	8,015	6,500	123%	7,000
030-5330-000 Furnishings	0	1,641	0	3,242	5,000	65%	4,500
030-5550-000 General Repairs/Maint	1,940	30,440	1,841	20,689	27,000	77%	27,000
030-5552-000 UM Utilities	7,479	33,912	8,005	39,175	48,600	81%	50,599
030-5717-000 Phones/Cable	329	2,292	232	1,744	2,988	58%	2,578
030-5720-000 Internet	2,000	11,462	2,059	11,806	15,600	76%	16,061
030-5736-000 Insurance	0	2,898	0	3,114	3,000	104%	3,100
030-5760-000 Travel/Mileage/Parking	0	800	551	551	850	65%	890
030-5761-000 Hospitality	0	0	0	0	200	0%	200
030-5762-000 Professional Dev.	0	110	0	56	1,000	6%	1,000
030-5764-000 Dean's Board	0	378	108	808	450	180%	1,800
030-5767-000 Res Administration	708	1,237	385	1,090	1,500	73%	1,500
030-5767-001 Residence Programming	0	321	60	340	1,200	28%	1,200
030-5768-000 Dons' Training	0	1,148	0	943	1,500	63%	1,200
030-5769-000 Res. Recruitment	0	46	0	501	1,500	33%	1,500
030-5770-000 Returning Resident's Rebate	1,000	1,000	0	0	600	0%	0
030-5790-000 Capital Reserve Transfer	0	0	0	0	1,000	0%	1,000
030-5789-000 Miscellaneous	0	400	0	0	500	0%	500
Total Expenses	31,023	216,790	31,423	211,534	278,285	76%	291,090
Total Surplus / Deficit	19,126	64,568	20,110	50,130	102,959		106,160

St John's College

Food Services

For the Ten Months Ending January 31, 2018

	16-17 January	16-17 YTD	17-18 January	17-18 YTD	17-18 Budget	Percent of Budget	18-19 Draft Budget
Revenue							
035-4000-000 Food Services Donations	\$0	\$3,498	\$0	\$3,498	\$4,000	87%	\$6,000
035-4045-000 Board Regular Session	71,289	398,109	75,894	367,875	538,033	68%	539,989
035-4046-000 Catering	7,267	85,735	4,945	103,410	95,000	109%	110,000
035-4047-000 Vending	0	18,840	0	18,500	20,000	93%	19,500
035-4089-000 Soup & Bread / Misc	209	466	130	625	1,100	57%	800
035-4090-000 Admin Meal Tickets	0	378	108	1,032	500	206%	1,800
035-4091-000 Dons' Board	2,478	23,511	2,560	23,693	27,943	85%	29,567
035-4092-000 Summer Session Food Rev	0	140,003	0	181,327	172,878	105%	189,371
036-4047-000 Daily Bread Cafe Sales	18,348	196,220	23,952	228,842	225,000	102%	270,000
036-4050-000 espresso 101 kiosk	4,766	27,148	6,260	40,581	40,000	101%	48,000
035-4999-000 Capital Funds for Spec Proj	0	0	7,631	82,585	0	0%	0
Total Revenues	104,357	893,908	121,480	1,051,968	1,124,454	94%	1,215,027
Expense							
035-5004-000 Salaries & Wages	38,979	369,971	38,306	372,865	473,000	79%	506,558
035-5112-000 EIC	903	9,318	904	7,855	9,817	80%	10,695
035-5113-000 CPP	1,762	15,836	1,742	15,302	18,641	82%	20,534
035-5114-000 London Life	839	11,288	961	10,374	14,558	71%	16,557
035-5115-000 Medical/Dental Insurance	1,662	19,778	1,861	20,147	28,303	71%	31,365
035-5116-000 Workers Comp	0	853	0	612	1,020	60%	790
035-5220-000 General Supplies	438	8,756	4,022	15,648	8,000	196%	12,000
035-5222-000 Laundry & Cleaning	1,193	10,035	1,244	11,937	13,000	92%	13,500
035-5223-000 Paper Supplies	1,834	17,326	1,538	17,859	17,500	102%	19,000
035-5224-000 Food Supplies	39,410	303,096	35,700	308,927	371,070	83%	400,959
035-5440-000 Equipment	0	4,942	0	13,411	12,000	112%	6,500
035-5440-001 Equipment Rentals	0	164	0	246	200	123%	300
035-5550-000 General Repairs/Maint	1,978	13,636	3,496	18,928	18,000	105%	18,000
035-5552-000 UM Utilities	2,739	17,267	2,931	19,477	22,646	86%	23,660
035-5717-000 Phones	169	2,057	171	1,519	2,033	75%	2,064
035-5719-000 Parking	0	733	823	823	0	0%	890
035-5720-000 Cable/Internet	212	2,098	218	2,154	2,538	85%	2,618
035-5736-000 Insurance	0	2,108	0	2,265	2,200	103%	2,300
035-5738-000 License Renewal	0	275	0	75	500	15%	500
035-5768-000 Training	0	247	0	0	500	0%	500
035-5789-000 Miscellaneous	1	36	0	55	500	11%	100
036-5727-000 Advertising	392	875	405	1,966	3,000	66%	3,000
036-5790-000 Cash Short (Over)	-40	-415	-106	-811	0	0%	0
035-5999-000 Special Projects	0	0	7,631	82,585	0	0%	0
Total Expenses	92,471	810,280	101,847	924,219	1,019,026	91%	1,092,390
Total Surplus / Deficit	11,886	83,628	19,633	127,749	105,428		122,637

St John's College

Theology

For the Ten Months Ending January 31, 2018

	16-17 January	16-17 YTD	17-18 January	17-18 YTD	17-18 Budget	Percent of Budget	18-19 Draft Budget
Income							
Income Trusts							
040-4024-000 Hobson Fund	\$0	\$10,000	\$0	\$0	\$8,000	0%	\$8,000
040-4049-000 Theology Endowment (FTF)	7,500	7,500	7,900	7,900	7,900	100%	8,325
040-4050-000 Trust Funds	6,775	6,775	6,900	6,900	6,900	100%	7,200
040-4999-000 Wilmot Lecture Series Income	0	0	0	0	3,650	0%	3,950
Subtotal - Income Trusts	14,275	24,275	14,800	14,800	26,450	56%	27,475
Current Sources							
040-4048-000 Diocese Ruperts Land Funds	833	7,500	0	0	0	0%	0
040-4089-000 Miscellaneous	0	275	0	0	0	0%	0
Subtotal - Current Sources	833	7,775	0	0	0	0%	0
Total Revenues	15,108	32,050	14,800	14,800	26,450	56%	27,475
Expense							
040-5100-000 Salary Support	0	0	0	8,000	8,000	100%	8,000
040-5243-000 Educational Materials	0	4,045	0	2,500	2,500	100%	300
040-5697-000 Instructors Honoraria	0	0	0	0	5,000	0%	8,200
040-5717-000 Phones	0	0	28	130	0	0%	339
040-5738-000 Memberships	0	798	0	805	1,000	81%	1,000
040-5760-000 Travel/Mileage	0	0	0	1,379	0	0%	3,800
040-5762-000 Professional Development	0	0	0	0	0	0%	900
040-5789-000 Misc/Adminstration	0	0	0	336	0	0%	900
040-5999-000 Wilmot Lecture Series Exp	0	0	0	0	3,200	0%	3,300
Total Expenses	0	4,843	28	13,150	19,700	67%	26,739
Total Surplus / Deficit	15,108	27,207	14,772	1,650	6,750		736

St John's College

Chapel

For the Ten Months Ending January 31, 2018

	16-17 January	16-17 YTD	17-18 January	17-18 YTD	17-18 Budget	Percent of Budget	18-19 Draft Budget	
Revenue								
Income Trusts								
050-4045-000	Chaplaincy Endowment	\$1,425	\$1,425	\$1,925	\$1,925	\$1,925	100%	\$2,225
050-4050-000	Sinclair Trust	23,925	23,925	23,800	23,800	23,800	100%	24,800
Subtotal - Income Trusts		25,350	25,350	25,725	25,725	25,725	100%	27,025
Current Sources								
050-4000-000	Chapel Donations	50	772	0	629	1,000	63%	1,000
050-4003-000	Special Events Income	96	1,738	144	299	1,000	30%	500
050-4054-000	Special Don/Chapel Rent	0	1,135	0	0	1,000	0%	500
050-4080-000	Grant Rev for Operating	0	3,500	0	0	0	0%	0
050-4089-000	Miscellaneous Income	0	50	0	0	50	0%	50
Subtotal - Current Sources		146	7,195	144	928	3,050	30%	2,050
Total Revenues		25,496	32,545	25,869	26,653	28,775	93%	29,075
Expense								
050-5002-000	Salaries & Housing	0	0	1,394	8,361	12,704	66%	12,704
050-5100-000	Chapel Salary Support	0	15,072	0	0	0	0%	0
050-5112-000	EIC	0	0	32	191	456	42%	456
050-5113-000	CPP	0	0	56	334	290	115%	290
050-5115-000	Medical/Dental Insurance	0	0	0	0	1,247	0%	0
050-5220-000	General Supplies	0	141	0	194	100	194%	200
050-5550-000	General Repairs/Main	0	272	0	702	1,000	70%	1,000
050-5552-000	UM Utilities	316	1,992	338	2,247	2,613	86%	2,730
050-5698-000	Chaplaincy Program	360	4,936	286	2,791	2,000	140%	2,000
050-5717-000	Phones	28	343	30	293	460	64%	363
050-5736-000	Insurance	0	2,371	0	2,548	2,400	106%	2,450
050-5760-000	Travel/Mileage/parking	0	28	272	272	400	68%	400
050-5761-000	Hospitality	92	792	0	127	500	25%	300
050-5762-000	Professional Development	0	0	377	493	500	99%	300
050-5767-000	Administrative Exp	0	218	3	63	500	13%	100
050-5770-000	Organist	0	0	0	0	200	0%	200
Total Expenses		796	26,165	2,788	18,616	25,370	73%	23,493
Total Surplus / Deficit		24,700	6,380	23,081	8,037	3,405		5,582

St John's College

Development

For the Ten Months Ending January 31, 2018

	16-17 January	16-17 YTD	17-18 January	17-18 YTD	17-18 Budget	Percent of Budget	18-19 Draft Budget
Revenue							
070-4003-000 Special Events Income	\$20	\$4,684	\$20	\$23,490	\$21,000	112%	\$1,500
070-4080-000 Grant Rev for Operating	0	0	0	0	7,280	0%	0
Total Revenues	20	4,684	20	23,490	28,280	83%	1,500
Expense							
070-5002-000 Salaries	11,001	111,215	11,392	116,566	152,899	76%	153,486
070-5112-000 EIC	251	2,181	265	1,856	2,507	74%	2,403
070-5113-000 CPP	512	4,007	538	3,876	5,116	76%	5,079
070-5114-000 London Life	434	4,664	453	4,664	5,937	79%	6,165
070-5115-000 Medical/Dental Insurance	290	3,958	301	3,490	4,999	70%	5,303
070-5116-000 Workers Compensation	0	239	0	185	308	60%	240
070-5220-000 Supplies	0	123	0	58	100	58%	100
070-5221-000 Credit Cd/On line service fees	0	236	1	185	250	74%	200
070-5682-000 Publishing/Promotion	0	250	0	665	250	266%	250
070-5729-000 Copying/Printing	0	0	0	0	100	0%	100
070-5738-000 Memberships	0	60	0	0	0	0%	0
070-5760-000 Travel	0	671	0	336	1,500	22%	1,500
070-5761-000 Hospitality	36	851	0	992	1,000	99%	1,200
070-5762-000 Special Events	0	2,995	0	19,644	21,000	94%	2,000
070-5768-000 Professional Development	0	15	0	35	200	18%	200
070-5789-000 Miscellaneous	0	29	0	41	50	82%	50
070-5790-000 Over/Under Stock Donations	0	0	0	336	0	0%	0
Total Expenses	12,524	131,494	12,950	152,929	196,216	78%	178,276
Total Surplus / Deficit	-12,504	-126,810	-12,930	-129,439	-167,936		-176,776
Capital Campaign							
Revenue							
Expense							
075-5002-000 Campaign Salaries	0	0	0	0	3,000	0%	3,000
075-5682-000 Campaign Publishing/Promo	0	13,311	0	6,717	7,000	96%	7,000
075-5760-000 Campaign Travel	0	4,210	0	2,469	2,000	123%	2,500
075-5761-000 Campaign Hospitality	0	136	0	94	500	19%	500
075-5762-000 Campaign Special Events	200	365	0	350	500	70%	500
075-5767-000 Campaign Administration	0	1,439	0	0	500	0%	500
Total Expenses	200	19,461	0	9,630	13,500	71%	11,000
Total Surplus / Deficit	-200	-19,461	0	-9,630	-13,500		-11,000

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: 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 prorated. 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'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

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 Report – March 14, 2018

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 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 Johnnians.
- Visited with 2 Johnnians 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 Johnnians.

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.

Respectfully submitted by:

Jackie Markstrom
14th March, 2018



ST JOHN'S COLLEGE

ESTABLISHED 1866

Registrar's Report March 2018

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.

Sherry Peters
Registrar