

**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 4<sup>th</sup>**, 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 26<sup>th</sup>** – “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 7<sup>th</sup> 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](mailto: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 20<sup>th</sup>, 2018**

#### **Financial**

The 2018-19 draft operating budget has been completed and was brought to the Finance & Admin Committee on March 13<sup>th</sup> 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 19<sup>th</sup>. 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 6<sup>th</sup> and returned on the 7<sup>th</sup>. 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 22<sup>nd</sup> 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 21<sup>st</sup> 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**

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 6<sup>th</sup>. There was very little student traffic that day. There was much more student traffic on the 7<sup>th</sup>, with students ranging from Grade 7 – 12.

Sherry Peters  
Registrar

### **b) Report from Senior Stick**

### **c) Reports from College Committees**

### **7. Adjournment**

MOTION: That the meeting be adjourned.

S. Manley-Tannis / M. Evans

CARRIED