

ST JOHN'S COLLEGE COUNCIL  
Agenda

For the Meeting of November 21, 2018  
Meal at 5:30, Meeting from 6:00 Room 108, St John's College

1. Opening Prayer
2. Approval of the Agenda
3. Approval of the September 26, 2018 Minutes
4. Business arising from the Minutes
5. New Business
  - a) New member of Council
  - b) Residence Project Update
  - c) Development Committee
  - d) September Financial Statements
  - e) Investment Report
6. **Reports from Committees, College Officers and Student Council**
  - a) Reports from Committees – Council Executive, Development, Finance & Admin.
  - b) Report from Assembly
  - c) Reports from College Officers and Student Council
    - i) Warden
    - ii) Dean of Studies
    - iii) Development Office
    - iv) Dean of Residence
    - v) Chaplain
    - vi) Bursar
    - vii) Registrar
    - viii) Senior Stick
7. Other Business
8. Adjournment

ST JOHN'S COLLEGE COUNCIL  
Minutes

For the Meeting of September 26, 2018  
Meal at 5:30, Meeting from 6:00 Room 108, St John's College

Present: H. Kennedy, J. James, C. Trott, J. Ripley, J. Markstrom, P. Brass, F. Hasan, I. Froese, H. Enns, J. McConnell, A. Rampton, S. Schwickart, E. Jones, B. Pope, M. Evans, M. Hughes, C. Loewen, P. Cloutier (Chair), S. Peters (Secretary)

Regrets: A. Braid, H. Richardson, J. Weimer, G. Bak, D. Phillips

**1. Opening Prayer**

A. Rampton opened the meeting with prayer.

**2. Approval of the Agenda**

MOTION: That the agenda be approved as distributed with the addition of the resignation of Heather Richardson from Council, and move the discussion on the approval of the audited financial statements to before the discussion of approving the auditors.

J. Ripley / J. McConnell

CARRIED

**3. Approval of the June 13, 2018 Minutes**

MOTION: That the minutes of the meeting of June 13, 2018 be approved with the amendment to note that J. James was present at the meeting.

P. Brass / H. Kennedy

CARRIED

**4. Business arising from the Minutes**

None

**5. New Business**

a) Heather Richardson has resigned from Council. She will remain supportive of the College.

MOTION: That on behalf of Council, Administration extend thanks to H. Richardson for her years of service to the College.

C. Trott / J. Ripley

CARRIED

b) Audited Financial Statements - The Bursar presented the audited financial statements as prepared by BDO Canada.

The Chair noted that the auditors were invited to attend the Council meeting tonight, but were unable to attend. With regards to the discussion of fraud reporting, the Auditor's Report to Council indicates that they have spoken with Council, but technically they have not. The Auditors discussed this issue with the Finance & Admin Committee (a standing committee of Council) when they met with them, but Council is the body directly responsible for this oversight. There are no current concerns, but the auditors should have come to the meeting to discuss this directly with Council.

The Warden suggested that it is the Finance & Admin committee's responsibility to do the legwork of Council, and to deal with it on their behalf. If there is a concern that the composition of Finance & Admin does not include enough members of Council to be adequately

representative, that is something that could be addressed. The Council should be careful not to engage in details that are already being dealt with by the standing committee. It is the committee's responsibility to report these matters to Council.

BDO was not sure as to whom they would report concerns of fraud if they had any, the Finance & Admin Committee or directly to Council.

For 2019, every effort will be made to have BDO attend the September Council meeting to present the Audited Financial Statements.

MOTION from The Finance & Administration Committee: That the 2017-2018 Draft Audited Financial Statements be approved.

CARRIED

c) Appoint Auditors

MOTION from The Finance & Administration Committee: That BDO Canada be appointed as auditors for the 2018-19 fiscal year.

CARRIED

d) Residence Project Update - In June, Council requested that Administration meet with Architectural and Engineering Services and put together an RFP package. Administration did so and gave them the wording needed by the end of July. We do not have to take Purchasing Services recommendation. Architectural and Engineering Services replied with a draft at the second week of September. A timeline has been set. If it is stuck to, a recommendation should be brought to Council at the November meeting. C. Loewen has suggested that we look into hiring a Project Manager at some point. Someone who has expertise in the matter. This would be done through the University of Manitoba.

e) Chaplain - In early September, Andrew Rampton was hired as Chaplain for St John's College, a half-time position. SJC is sharing Andrew with St. Bartholomew's. His appointment was approved by Council via electronic vote.

f) Carpet for Residence - Over the summer, via electronic vote, Council approved the installation of new carpets in the residence, which has now been installed.

## **6. Reports from Committees, College Officers and Student Council**

a) Reports from Committees – Council Executive, Development, Finance & Admin.

Council Executive met and set the agenda for tonight's meeting.

Development - Plan to report in November the policies and procedures on naming spaces.

Finance & Admin - met with the Auditors and brought the motions to Council to approve the financial statements, the reappointment of the auditors, and received a Food Services Guiding Principles paper.

b) Report from Assembly

Assembly met and elected Jade Weimer as Chair of Assembly for two years. Assembly also elected a doctoral student in English as a Visiting Fellow.

- c) Reports from College Officers and Student Council
  - i) Warden

**St John's College  
Warden's Report to Council  
September 18, 2018**

I hope that everyone has had a restful and relaxing summer and is ready to get back to our term. I was able to spend some time with my family as well as a week off the grid at a cottage. As the Bursar will report there has been a lot of activity at the College over the summer. Since the Diocese of Rupert's Land has mandated that all active ministers must do an Indigenous awareness course, I am teaching one with the Rev. Vincent Solomon. I continue to teach one course for the native Studies Department. We have continued to work with Architectural and Engineering Services over an RFP for the design of the residence.

- 1) I have also been working with the Theological Education Council (which replaces the College Theology Council) on a foundations course for new ordinands.
- 2) Attended two meetings on the redesign of the University website
- 3) Attended a meeting to discuss the possibility of a Prairie Theological Cooperative, May 30
- 4) Represented the College at the Isbister Society Lunch, May 31
- 5) Represented the College at Iftar, June 2
- 6) Participated in the Ecclesiology and Ethnography Conference, June 6 -8
- 7) Represented the College at two Spring Convocations. Many thanks to the Fellows of the College who saw to it that we were represented at the four other Convocations as well.
- 8) Made an Alumni and donors trip to Kenora, June 11
- 9) Attended the Manitoba Book Awards, June 15
- 10) Represented the College at the Episcopal Electoral Synod, June 16
- 11) Did two presentations on Colonialism and Inuit at St Mary Magdalene Church (June 17) and St George's Transcona (July 22)
- 12) Examined a MNR thesis, June 19
- 13) Met with a number of possible candidates for College Chaplain
- 14) Led the Blanket Exercise at St Stephen/St Bede Church, June 20
- 15) Represented the College at St John's Ravenscourt, St Norbert Collegiate, and Kelvin High School Graduations
- 16) Examined a Ph.D. dissertation in History for the University of Saskatchewan, July 11
- 17) Worked with the Diocese through the selection process for the Chaplain
- 18) Attended Native Studies Department retreat, August 30, 31
- 19) Attended Residence House meeting, September 4
- 20) Attended Jumpstart, September 8
- 21) Participated in Anglican-Mennonite Dialogue Conference call, September 13

- ii) Dean of Studies

**Dean of Studies: Report to Council September 2018**

**Marjorie Ward Lecture**

This year's Marjorie Ward Lecture will be delivered by Winnipeg poet Katherena Vermette, date TBA. Ms. Vermette won the Governor General's Award for English language poetry in 2013, for her extraordinary book of poetry, *North End Love Songs*. I am extremely excited to have her.

## **Western Canadian Studies Visiting Researcher and Conference Support**

A call for applications for visiting researchers was circulated in the spring. They were reviewed by the Canadian Studies committee, and two fellowships were offered. A short-term fellowship has been awarded to Keith Hyde, of University College of the North, who will join us at the College in February and March 2018. He has sent me this short description of his research project:

When Rev. Henry Budd (c.1812-1875) was establishing Anglican missions at The Pas, MB, and Nepowewin, SK, he chronicled his activities in a series of journals for the Church Missionary Society. Because only the journals from 1870-1875 have been transcribed, I plan to begin transcribing the earlier years dating back to Dec. 1850. This undertaking will provide further insights into Budd's preliminary years of ministry following his ordination, as well as facilitating further scholarship into Budd and his legacy as one of the first Indigenous Anglican priests in North America.

We have awarded the long term fellowship to Dr. Erin Millions and recently ironed out some details. As of this writing, I don't yet have a summary of her research program to share, but it involves research into the burials of indigenous victims of tuberculosis in Manitoba in support of families who wish to locate their loved ones' remains.

### **Medicare@50 Symposium**

The College has financially supported a symposium on the history of Canadian medicare, which is being hosted by the University of Winnipeg's history department on September 28-29. I am also on the organizing committee for this event, and am giving a paper and a public roundtable presentation.

### **THRIVE Student Support**

I have attached to my report a copy of a new flyer for Thrive, which outlines some of the student support services we provide at the College. The new writing tutor program is beginning Sept 18. In conjunction with the Academic Learning Centre, we are offering two hours of tutoring a week in the Library. All students can access these services, although we are prioritizing College members. The tutor this year will be Kristen Tarves.

We have also developed a brochure for Thrive, which is currently being printed.

Sherry Peters and I will be doing an initial intake for the Peer Mentor program later this term, and starting the lunchtime "Career Talks" for students.

Prof. Esyllt W. Jones  
Dean of Studies

iii) Development Office

Development Officer Report to Council  
September 2018

**Fundraising**

- Gearing up for the Fall campaign
- Worked with a donor in Toronto on a bequest donation.

**Alumni/Stewardship**

- Continuing to visit with Johnians.
- Table booked for the Brown/Gold Alumni Homecoming brunch.
- Chris and I will be in Toronto on the 12<sup>th</sup>-17<sup>th</sup> November for alumni/donor visits

**Special Events**

- The Lunch and Lively Conversation will be held on the 25<sup>th</sup> September. UofM archives will be discussing the College's rare book collection.

**Marketing/Communications**

- The latest issue of In Lumine is being prepared. As it will include convocation it will not be mailed until December
- The first ever e-Newsletter was sent out on the 19<sup>th</sup> September to 904 email addresses. Within an hour 877 were delivered and 160 were opened.

**Staffing**

- Our summer student worked out well Adekunle Adesanmi was hired under the Canada Summer Jobs programme.
- We were successful in our Work Study bid and will be hiring someone within the next couple of weeks.

**Misc**

- Working with Chris and Ivan on the Capital Campaign.
- Manitoba Scholarship and Bursary Initiative (MSBI) – waiting for confirmation that this is the same as last year – 50% match on amount being awarded to students.

iv) Dean of Residence

**Residence Projects**

There are a number of projects in the residence we pursued over the summer. Notable ones are hallway carpet replacement, dorm room window repairs and residence wi-fi upgrade.

The office has decided to replace the residence hallway carpets. We have looked at different options for durability over the summer and selected the best option. On September 11th, the old carpets got removed and the new ones are being installed as of today. A large number of windows in dorm rooms needed some repairs. Ian Park and I contacted Accurate Dorwin and put in several work orders to replace/fix them. Lastly, the residence building is equipped with UofM wi-fi but with so many walls in the building, not all rooms get the best connection. Ivan Froese and I have been in touch with IST. They

performed a survey of the building and have informed us that it is possible to relocate the routers in the building and boost its connection. Ivan Froese is in the process of looking into the details of this project.

Apart from these, regular maintenances in dorm rooms have been completed.

### **Regular Semester**

As of September 7th, we have the residence fully occupied. We have a waitlist of approximately 13 students for Fall 2018 and 1 student on our Winter 2019 waitlist. The residence is 77% international, 52% first years, and similar to last year, we have a higher number of male than female students (67 male and 33 female). As requested in our last meeting, here is a list of faculties for residents (to the best of my knowledge):

<b>Faculty</b>	<b>No. of Students</b>	<b>Faculty</b>	<b>No. of students</b>
ICM	35	Engineering	2
University 1	10	Agriculture Diploma	1
Science	13	Access Program	3
Agriculture and food science	1	Medieval and Early Modern Studies	1
Environmental science	1	MBA	1
Computer science	3	Law	2
Business	4	Master of Arts	1
Psychology	1		
Political Studies	2		
Arts	4		
General Studies	2		
ELC	4		
Physics	2		

### **Summer Session**

We had a lot of traffic this summer. Starting late June till the end of August, we had several groups stay with us, namely MITT (17 students), Engineering (22 students), England Exchange (5 students) Health Quest (21), Math Camp (24), BC Rugby (56 students) and IEP (13 students). In addition, we had around 40 regular students all summer. In May, we were around 50% full, June at 55%, July at 85% and August at 70% on average.

### **Residence Activity**

For the 2017-2018 academic year, the dons are:

- Morgan Taverner (Sr. Don)
- Seungyeon (Julie) Yoon
- Riley Coulter
- David Pollock

They've already proven themselves to be hard workers and great leaders, and I'm excited to work with them this year!

Res Council is holding elections on September 16th. The executive currently consists of Measum Envar and Khaled Hussein as Co-Presidents, Patrick Fung as Financial Director

and Nathan Carriere as Communications Director. They will bring on a Yearbook Editor and floor reps at this election.

The Residence Council have done a good job connecting with College Council to make Jumpstart a success. Res council have also organized several icebreakers to build the residence community.

The first House Meeting was a success; guests included Christopher Trott and Bob Delic (Student Support). The Student Contract, Sexuality and Multiculturalism were the main focusses on the meeting.

v) Chaplain

No report

vi) Bursar

### **Bursar's Report to Council September 26th, 2018**

#### **Financial**

BDO Canada performed our audit in June, and the Finance & Admin Committee met on Sept 19<sup>th</sup> to review the Draft Audited Financial Statements and made a recommendation to Council regarding their approval. Both Theology and Other Operations had a surplus for the fiscal year 2017-18. The committee also recommended that BDO Canada be appointed as auditors for the 2018-19 fiscal year.

Our summer residence and conferences season was busy, and successful. We had a good base of regular students in the residence, and July and August we were mostly full due to additional outside groups staying at the College.

Our residence is full, and food services continues to be busy. We are in a good position financially to begin the fall term.

#### **Building items**

- The renovation of classroom 201 is substantially complete, with just a few deficiencies remaining to be addressed. Regular teaching in that room will begin shortly.
- All the chalkboards that remained in the College were replaced with white boards, and we re-painted 4 classrooms.
- Significant "special project" cleaning was done during the summer, including floor waxing and cleaning of offices, classrooms, and shampooing of carpets. Our relatively "new" team of caretakers is doing outstanding work and have made a significant difference in St John's. I have passed along my appreciation to them individually, as well as to their supervisors.
- The St John's building (including the Residence) was pressure washed to remove a substantial amount of the black dirt/mold that covered the tyndall stone.
- The carpet in the hallways of the residence is in the process of being replaced.

## Residence Project

Architectural & Engineering Services (Physical Plant) continue to work on the RFP document for the design services of a proposed new residence. We had hoped there would be more progress over the summer so that we could have had recommendations ready for the September Council meeting, but they were unable to complete it. We have now had to delay that decision to the November meeting.

### vii) Registrar

Both HeadStart on June 2, and Orientation on September 4, were productive recruitment events. As always, we do our best to get word out about the benefits of membership.

Jumpstart was held on September 8 and was well attended. A fun day was had by all, including pancakes for breakfast, a BBQ lunch, a slip & slide, and a water balloon fight, among other activities.

Save the following dates!

September 30 at 3:00 pm in the Chapel is Matriculation.

November 4 at 3:00 pm in the Chapel is Convocation.

It would be great to see as many of you out as possible.

### viii) Senior Stick

We have 16 council members so far and are still accepting.

Susanne Schwickart	Senior Stick
Makenzie Taylor	Vice Stick
Colleen Robertson	Programmer
Ashley Gole	Programmer
Carrie Livingston	Communications
David Seok	Treasurer
Ola Oladunjoye	Student Services
Salami Kalid	Sports Representative
Breann Recksiedler	Community Outreach
Breanna Duncan	Community Outreach
Lisa Onwuekwe	Chair Person
Fiona Dunn	Helping Hand, Undecided Position
Measum Enver	Residence Co-President
Khaled Morsy	Residence Co-President
Mercy Bera (joined yesterday)	Helping Hand, Undecided Position
Lillian Wood (joined yesterday)	Helping Hand, Undecided Position

Jumpstart took place September 8th. There were about 30 people who stayed for most of the day, a lower turn out than last year, due to the rainy weather. For those who did attend the event had fun and are looking forward to upcoming events.

Student Council is planning on having a bonfire with snacks early October either at White Castle or King's Park. If we do decide to have it on campus, council would need to obtain a fire permit.

Community Out-Reach are planning to have one volunteer day a month, volunteering with the same organization to help build a connection. Options included Winnipeg Harvest and Ronald McDonald House.

We are also in the process of registering for intramural soccer, dodgeball, and volleyball that will be open to all members of the college.

We are open to accepting new ideas that the college has to offer us for events.

Thank you,  
Susanne Schwickart

7. Other Business  
None

8. Adjournment  
MOTION: That the meeting be adjourned.  
J. McConnell / P. Brass  
CARRIED

## **The Request for Proposals Process From the SJC Perspective**

The June 13, 2018 meeting of College Council instructed the College administration to undertake a formal Request For Proposal process for the design for a new residence. We (Chris Trott, Ivan Froese and Jackie Markstrom) met with University of Manitoba Architectural and Engineering services (AES), Legal Services and Purchasing Services on June 28 to explore any initial questions both sides might have.

The first issue to be addressed was what legal responsibilities lay with which party if the University was to undertake an RFP on behalf of the College. It was clear that all the legal responsibility would ultimately lie with the College and not with the University. A further discussion looked at the details of the RFP process, most notably the role of Purchasing Services. Normally in the proposal process, AES reviews, scores and ranks the proposals on their own criteria while the pricing information is held blind. Purchasing Services reviews and scores the pricing and then adds their scores into the AES scores to reach a conclusion. We expressed some concern that such an approach would lock St John's into a decision made by the University and did not give us any flexibility. We agreed to a modified process whereby AES and St John's would jointly score the proposals based on the merit of the design information and then add in the scores from Purchasing Services to see if those scores would influence/alter the decision. Ultimately the decision would be up to St John's College Council and we would not be bound by the University decision.

Within the next week AES forwarded to the College the template for the RFP that they use. After some discussion we agreed that the RFP should call for three design options: renovation of the existing residence, design for a new residence, and design for a new residence including a Zero Carbon option. Ivan Froese prepared the necessary materials that needed to be included from St John's. At this point there was a hiatus while various people, particularly in AES, were on summer holidays.

On September 18 we met again with AES to review the materials that both St John's and the University had prepared in order to post the RFP. At this point we discovered a legal problem. Usually, the University includes a blank copy of the contract that the successful proponent would sign with the University. The entire contract was made out in the name of the University. We consulted with Jim Ripley as to whether the contract should be with the University (no), whether it should be with the University acting on behalf of St John's College (maybe, but that would require a letter of understanding between the University and the College), or with the College alone. Much legal discussion ensued. After correspondence between Jim and his counterpart at the University, it was decided that the contract should be with St John's College alone, thus requiring the College's solicitor to rewrite portions of the contract.

With these issues resolved, the RFP was posted to Bonfire (the University on-line proposal system) on October 11 with a closing date for October 26. We received six proposals on October 29 from (alphabetically):

Affinity  
Andrew Wach Architects  
ft3  
MMP  
Prairie  
Stantec

The architects at AES scored the various proposals according to their criteria and expertise. At the same time Chris, Ivan and Jackie reviewed the proposals and met to discuss ranking the proposals. We easily eliminated three proposals as being inadequate and had a thorough discussion of the other three proposals but were unsure how to rank them any further other than to say they were our top three.

On October 31 we met with AES and a representative from Purchasing Services to review the proposals. The first step of their process was to review and rank the bids without any knowledge of price. The AES scores provided a ranking which placed at the bottom the same three that we had eliminated and thus we decided to have no further discussion on those and proceeded to look in detail at the comments/reasons for AES scoring the top three as they had. Their ranking was:

1. **ft3**
2. **Prairie**
3. **Stantec**

At this point the representative from Purchasing Services revealed the pricing of the top three proposals. The table below shows the three proposals as initially ranked by AES with the prices for each option (1. renovation, 2. new build, 3. new build with Zero Carbon) and totals:

**ft3**

1.	\$76,022
2.	\$128,668
3.	<u>\$79,400</u>
<b>Total</b>	<b>\$284,090</b>

**Prairie**

1.	\$48,120
2.	\$99,680
3.	<u>\$37,260</u>
<b>Total</b>	<b>\$185,060</b>

**Stantec**

1.	\$114,750
2.	\$124,450
3.	<u>\$124,450</u>
<b>Total</b>	<b>\$363,650</b>

Prairie Architects was the lowest bid, ft3 in the middle, and Stantec was the highest. The scoring system assigns full points to the lowest bid and then points to the remaining bids based on the percentage difference between the lowest and highest prices. This moved Prairie Architects into first place and eliminated Stantec.

There was a prolonged discussion over the remaining two bids. After much consideration it was agreed that the ft3 bid most adequately met the requirements as set out in the RFP. Prairie Architects was eliminated because the architects on the committee felt there was a risk they were promising to do too much work in too little time and that their pricing was unrealistic for what was required. In particular, their price for the renovation option was extremely low which may suggest they didn't fully understand the scope of work required to adequately determine the cost for such a project (Unlike ft3 and Stantec, Prairie did not do a site visit to assess the residence and its current state). Finally, their renderings were significantly inferior to ft3's and so basic that it would have made fundraising difficult. The renderings are a key deliverable of the schematic design process, and a valuable tool to use when talking to donors.

Therefore:

College Administration, in consultation with Architectural & Engineering Services, recommends to Council that the contract for the design process to schematic designs and Class "C" estimates be awarded to ft3.

**St John's College**  
**Warden's Report for Council**  
**November 21, 2018**

This fall has been incredibly busy and I find it hard to keep track of all that has been going on. Much of the additional work has come from our Diocesan connection with the Consecration of the new Bishop/our new Chancellor and attendance at Synod. In addition, I have been teaching an Indigenous Awareness course for the Diocese above my normal teaching responsibilities.

- 1) Attended Diocesan Council, September 22
- 2) Hosted Lunch and Lively Conversation, September 25
- 3) Taught Indigenous Awareness class every Tuesday evening September 11 – November 6
- 4) Represented the College at the 10<sup>th</sup> Anniversary of Migiizii Agaamik, September 26
- 5) Volunteered at the Walk-a-Mile-in-my-Shoes fundraiser at West Broadway Community Ministry, September 29
- 6) Attended Brown and Gold Lunch with alumni and donors, September 30
- 7) Presided at Matriculation, September 30
- 8) Attended Andrew Rampton's ordination, October 3
- 9) Anglican-Mennonite Dialogue Meeting, October 4
- 10) Workshop on Conducting Fair Investigations, October 11
- 11) Attended Opening Service for Diocesan Synod and was awarded the Order of Rupert's Land, October 11
- 12) Attended Diocesan Synod, October 12-13
- 13) Attended Consecration of Bishop Geoff Woodcroft
- 14) Attended meeting on revising the University Sexual Assault Policy, October 17
- 15) Attended the Rupert's Land News Advisory Board Meeting, October 19
- 16) Attended workshop on the Sexual Violence Policy for Administrators, October 19
- 17) Met with subcommittee of Council for Theological Education on course offerings, October 19
- 18) Met with Bishop Geoff, October 22
- 19) Chaired the U of M Press Board, October 23
- 20) Popped in to the Residence Halloween Banquet, October 27
- 21) Meet with the Centre for Christian Studies Partnership Committee, October 30
- 22) Popped in to the Evening of Excellence, October 30
- 23) Attended the Women's InterChurch Council Brunch, November 3
- 24) Presided over Convocation, November 4
- 25) Attended workshop on Conducting Fair Hearings, November 6
- 26) Made three visits with Alumni, September 21, September 27, November 5
- 27) Attended the Bishop's Dinner, November 7
- 28) Attended Diocesan Council and Bishop Don's Farewell, November 10
- 29) Visited Alumni and donors in Toronto with Jackie, November 12 – 16
- 30) Hosted Sistema Fundraising concert at the College, November 18

During this entire time I have been working with Ivan and Jackie on preparing, sending out and assessing a Request for Proposals for the design of a new residence. I continue to attend regularly meetings of Senate, Provost's Council, College Finance and Administration, Soup and Bread lectures, and the Theology Discussion group.

## **Dean of Studies: Report to Assembly November 6, 2018**

### **Marjorie Ward Lecture: Change of Date**

This year's Marjorie Ward Lecturer is Winnipeg poet Katherena Vermette. It will be held **on March 6, 2018**. The lecture will be followed by a reception. Please mark your calendars.

### **Fellows Research and Travel Fund**

This year we established a new fund in support of Fellows' research and travel, which provides us to \$300 of support for five Fellows. The budgeted funds for fiscal year 2018-2019 are now committed.

### **Western Canadian Studies Visiting Researcher and Conference Support**

A call for applications for visiting researchers was circulated in the spring, and two fellowships were offered. As I announced in the fall, a short-term fellowship has been awarded to Keith Hyde, of University College of the North, who will join us at the College in February and March 2018. The long term fellowship (six months) has been awarded to Dr. Erin Millions, who will begin her project in January 2018. Her project description is below:

**“The National Centre for Truth and Reconciliation and Missing Indigenous Children across Institutional Contexts: Exploring the Relationship between Manitoba Residential Schools, Indian Hospitals and Sanatoriums, and Missing Indigenous Children”**

During my time as a Western Canadian Studies Fellow at St. John's College, I will be working with the National Centre for Truth and Reconciliation (NCTR) to draw on their holdings and expertise regarding missing Indigenous children. My fellowship project is part of a larger project that explores the administration of death and burial of Indigenous child tuberculosis patients at Manitoba Indian hospitals and sanatoria. The overall goal of the larger project is to provide family members with the information necessary to help them identify the lost burial places of loved ones who did not return from tuberculosis treatment.

My Western Canadian Studies Fellowship project has two research streams. The first to assess and access the NCTR's vast digital archival holdings. Although the mandate of the Truth and Reconciliation Commission (TRC) was to gather records relating to residential school, the NCTR archives include a broader range of materials including archival records relating to Indian hospitals and sanatoriums. In doing so, I will be only the second 'outside' (non-survivor, non-family) researcher to access the NCTR's archival holdings for research purposes. I will also be working in cooperation NCTR's National Residential School Student Death Register team in response to the TRC's Call to Action #72. My goals in working with the Death Register team is to better understand how the team is locating, documenting, and making accessible this database of information on missing Indigenous residential school students, while at the same time exploring the

larger relationship between residential schools and tuberculosis treatment centres. I expect, for example, that at least some of the children who are 'missing' from residential schools, where tuberculosis was rampant, were transferred to Indian hospitals and sanatoriums for treatment.

### **THRIVE Student Support Program**

The College is developing a Peer Mentorship Program. We have received applications from potential mentors, and will be looking for mentees between now and the new year. Our goal is to start offering mentoring sessions and activities in January 2018.

Last year, SJC students identified enhanced academic and career advice as key to student experience at the College. I'm pleased to announce that we are partnering with Career Services at UM to offer career workshops and drop-ins for our students. Career Services has a range of programming, from one-on-one counseling to targeted information programs, and they are prepared to bring these to us in the College, at no charge to us.

Prof. Esyllt W. Jones  
Dean of Studies

Development Officer Report to Assembly  
November 2018

**Fundraising**

- Most of the Fall campaign has been mailed out.
- Received a \$10,000 gift from a UofM alum to the Peter Aitchison Bursary. The alum wanted to honour a professor who had made an impact in his life. The alum has no connection to St John's College.

**Alumni/Stewardship**

- Working on a visit to Brandon with Warden and Chaplain likely early December.
- Chris and I was in in Toronto on the 12<sup>th</sup>-17<sup>th</sup> November for alumni/donor visits. This was a very successful trip – one of our best I believe.

**Special Events**

- The lunch at Convocation was one of our busiest. Thanks to Ian and his staff we were able to accommodate 5 extra people luckily we had 2 people not show.

**Marketing/Communications**

- The latest issue of In Lumine is being prepared. As it will include convocation it will not be mailed until January/February
- The Newsletter was extremely well received. It had close to 60% open rate which is way above industry standard. This could be because it was the first one sent out. We had 17 people request to be removed from the mailing list. Planning to send the second one out mid-November.

**Staffing**

- We were successful in our Work Study bid and have hired Richard who worked with us and the Dean of Studies last year.
- Unfortunately, we have no regular volunteers this year.

**Misc**

- Working with Chris and Ivan on the Capital Campaign.
- Manitoba Scholarship and Bursary Initiative (MSBI) – still waiting for confirmation that this is the same as last year – 50% match on amount being awarded to students.

Respectfully submitted by:

Jackie Markstrom  
21<sup>st</sup> November, 2018

## Dean of Residence Report – November 21, 2018

### Residence Projects

Few projects to note. We are in the final stages of initiating key card access to the residence building. Most resident and staff cards have already been encoded. We are also looking into installing one CCTV camera in two of the residence common rooms. The idea is for the cameras to act as deterrents for residents from damaging games/common room equipment.

### Regular Semester

We have had a full residence since the beginning of September. There is a waitlist for Winter 2019 already, so our numbers are looking pretty good!

### 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.

Several students were identified as "at risk". The risks include culture shock, depression, suicidal thoughts and self-harm. We have involved Student Support Case Workers promptly and I'm happy to report that the students seem to be functioning better. We are following up with these students regularly.

Thank you.

## Chaplain's Report to SJC Council

21 November 2018

The period since last assembly has been a productive one of settling in, meeting colleagues and working partners, and planning. While there are still a few important people to meet in person, establishing and renewal of relationships is well underway. Matriculation went well, for my part, and the sermon and invocation for convocation are nearly ready.<sup>1</sup>

As for what is being planned in student and community programming:

- After a few false starts, the SJCSC retreat is planned for 17 November.
- English language conversation opportunities for international and EAL students
- The traditional Boxing Day residence feast is calendared and details are coming together for this event.
- *Food for the Journey* beginning on 24 November (pending speaker's confirmation)
- *Marking the Margins* (working title) is a new project, very much still conceptual, which will be a recurring event in three parts: a prayer office, a discussion, and a second prayer office. Participants are welcome to attend one, two, or all three of these parts as they wish. The central discussion will be centred on "theology from the margins," including queer, black, indigenous, liberation, womanist, body theologies and others as may be desired. Anglicanism has strong traditions of intellectual inquiry and working for social justice. This project seeks to draw attention to these traditions—both within and without the Anglican community—framing them in the daily rhythm of prayer offices, reinforcing the connections between Anglican faith, learning, and justice.
- Working with the Sikh Student Association to find them a suitable, dedicated prayer space on campus.

Life in St John's Chapel is quiet, but gaining some momentum. The space has been given a thorough organizing and some significant decluttering. The Prayers for Peace event on 30 October had 13 attendees from SJC (staff, fellows and one student),

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<sup>1</sup> There is some debate over whether the invocation will be in English or Latin.

UManitoba (including David Barnard), and the wider community. Regular Anglican worship will begin the week of 19 November.

My part in the SJC convocation was small, but it was a delight to be present and celebrate with so many fascinating people, accomplished students, and worthy award recipients. There have also been a great number of diocesan events in the past couple of months at which I have been present: numerous ordinations (including my own to the priesthood), the diocesan synod, diocesan council meetings, and Bishop Phillips's farewell. Dr Trott and I—both representing SJC—attended the splendid local celebration of the 100<sup>th</sup> anniversary of the Women's Inter-Church Council, a long-standing Christian prayer society with international reach and activity in social justice and poverty relief causes.

On a personal note, I presided at my first eucharistic liturgy in St John's Chapel on 5 October. A small, short, simple, said liturgy. When I decided to pursue ordination, I came to St John's College to study for my undergraduate degree. It was a beautiful and meaningful experience to be able to celebrate the beginning of this new chapter with the same community who saw me take my first steps toward it. Thank you.

## **Bursar's Report to Council November 21<sup>st</sup>, 2018**

### **Financial**

On October 25<sup>th</sup> the Finance & Admin Committee met with our Doherty & Associates who reported on our investments (reports circulated to Council).

As demonstrated in the September 2018 finance statements, Summer Residence & Conferences exceeded our budgeted surplus of \$43,234 by producing an actual surplus of \$58,200. Also, as of the end of September Residence is showing a surplus of \$17,145 compared to a deficit of \$1,631 at the same time last year. Food Service is showing a surplus of \$42,682 compared to a surplus of \$34,495 at the same time last year. These are three very important and positive indicators, owing to another strong summer session, lots of catered functions, and a full residence to start the fall academic term.

### **Building Items**

The renovation in classroom 201 is finished, and classes are being taught in our new active learning space. So far, all the feedback that's been received from people teaching in it has been very positive, and we are pleased with the result.

The new carpet in the residence hallways is also complete, and it looks great. It is a significant improvement and really adds to the look of the residence. It is also much easier to maintain and keep clean.

### **Residence Project**

The RFP for schematic designs and a class "C" estimate has concluded. We asked firms to submit bids for 3 options – a renovation of the existing residence, a newly constructed residence, and a newly constructed residence that meets a zero-carbon standard. Submissions were received from 6 different firms, and the Warden, Development Officer and I met with Architectural & Engineering Services of Physical Plant to review the submissions and hear their recommendations. A recommendation of which firm to move forward with to produce designs for these 3 options will be made to College Council at the November 21<sup>st</sup> meeting.

## St. John's College Student Association

### Events:

Had our first Volunteer Night at the Ronald McDonald House on October 24<sup>th</sup>. This night went very well, and they would like to have the college again. We are planning to go every third Wednesday of the month, should have confirmation soon for November. This is open to all members of the college, but volunteers are limited to six people.

Student Council went to A Maze in a Corn in St. Adolphe on October 26<sup>th</sup>. Had a great turn out of 30 people, mostly residence members.

We are planning to have a Hawaiian themed social at the Hub on November 17<sup>th</sup> (the Saturday ending Fall Break) from 9:00pm – 2:00am. Tickets are selling for \$5 dollars and we will be serving free food.

Coffee house will be happening on Friday November 30<sup>th</sup> at the Daily Bread at 6:00pm. Early Bird tickets are \$8, and tickets are \$10 at the door. Free drink and pizza are included.

Thank you,  
Susanne Schwickart  
SJCSA Senior Stick