

ST JOHN'S COLLEGE COUNCIL
Agenda
For the Meeting of November 25, 2020
Meeting from 6:00pm via Zoom

1. Opening Prayer
2. Approval of the Agenda
3. Approval of the September 30, 2020 Minutes
4. Business arising from the Minutes
5. New Business
 - a) Residence Committee
 - b) Budget Summary
 - c) Bequest Designation
 - d) Appointment of Chaplain
 - e) Appointment of Development Coordinator
 - f) Report from Theological Education Council
 - g) Warden's Search
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 - Amended
For the Meeting of September 30, 2020
Meeting from 6:00pm via Zoom

Present: C. Trott, G. Woodcroft, G. Mawejje (Chair), S. Peters (Secretary), I. Froese, J. Markstrom, J. Ripley, K. Leung, C. Loewen, P. Brass, B. Pope, J. James, M. Minor, J. Weimer, S. Close, H. Enns, B. Duncan, M. Hughes, L. Wilkinson, H. Kennedy

Regrets: J. McConnell, A. Rampton

1. Opening Prayer

G. Woodcroft opened the meeting with prayer.

2. Approval of the Agenda

MOTION: That the amended agenda be approved.

H. Enns / M. Minor

CARRIED

3. Approval of the May 20, 2020 Minutes

MOTION: That the minutes of the meeting of May 20, 2020 be approved as distributed.

J. James / G. Woodcroft

CARRIED

4. Business arising from the Minutes

None

5. New Business

a) Election of Chair of Council

Administration brings forward Godfrey Mawejje as the nominee to serve as Council Chair for a three-year term. Further nominations were called for from the floor. None came forward so nominations were closed and Mawejje was elected by acclamation.

b) Operations Update

The Bursar presented Council with an update, stating that we have 34 students in residence which is a good base to work from considering the continued shutdown of the University Campus. The residents are settled in to the new safety measures, and the staff have adjusted as well. It is very successful considering the circumstances. The wage subsidy has allowed us to continue to tread water financially, as does our reduced expenses. The Daily Bread Café was opened on September 14, with access from the patio only, with social distancing in place, as well as plexiglass in place at the counter. There are people eating at the café. We now have one staff person in the office each day of the week and some fellows come in periodically to use their office or other resources. The emergency wage subsidy has been extended to the Summer of 2021 which gives us more stability and our ability to continue on. We are continuing in a sustainable way. The student study carrel rooms are being renovated with new furniture so that they will be ready to go when students are back on campus. And the stairs going up to the cloister are being refurbished as well.

c) Audited Financial Statements – The Bursar summarized the audited financial statements. The shutdown did not occur until the last week of the fiscal year so we ended the year in a good position. Our investments have not fared quite as well but the markets are starting to rebound. The Warden noted that these statements put us in a very good position moving into the difficult year due to COVID-19.

MOTION from Finance & Admin: That College Council approve the 2019 – 2020 Draft Audited Financial Statements.

CARRIED

- d) Appointment of Auditors
MOTION from Finance & Admin: That Council reappoint of BDO as Auditors for the 2020-2021 financial year.
CARRIED
- e) Financial Update – The Bursar gave a summary of our financial situation, over the summer. Even though our normal conferences and groups cancelled due to the pandemic, we had a number of students stay in the residence over the summer which, while we did not meet the budget, we did not lose as much as we could have. Additionally, our Residence administration salaries are minimal because Fayaz Hassan has yet to return as Dean of Residence. The wage subsidies have gone a long way to offset costs for us and allow us to continue on as we have been. The Warden also noted that we have not yet drawn any money from the Trust Funds.
- f) Capital Campaign Update – Kat Kupca informed Council the planning continues. The case for support is in its final stages of design. We are still putting together the Campaign cabinet. The pandemic has made people hesitant at first to talk because they didn't know where they were going to be at, but now they have more time and are very willing to speak. She has never heard such passion or excitement for an institution by alumni. There is a wealth within our alumni database and over the next few weeks, Jackie and Kat will ramp up communications with our alumni and are looking to roll out the campaign in January.
- g) Proposal from Finance and Administration – A proposal was sent to Council on moving the residence project forward. The Federal Government has announced there will be some new infrastructure money coming available. To take advantage of it, the project must be shovel ready. So if we wish to apply, we must have more detail on it than we currently have. Any foundations we wish to apply to will need to have more information and the project needs to be ready to go as well. Potential donors want to know it is going to be ready to go. To get there, we need to move forward a couple of steps. We need to have a design development at Class A drawings. Right now we're at Class C. We need much more detailed drawings. We also need contract documents. This doesn't mean we're signing, but allows the architects to work out the costing. We do have a major estate coming in estimated at \$2.5 million which will cover all these costs. However, we don't know exactly when that estate will come in. A suggestion was made that we borrow from ourselves, that we draw down from our endowments so that we can move the project along to the next stage and as soon as the estate comes in, we pay back the endowments. We asked the architects for the numbers. We would likely need approximately \$400,000. We do have the funds in certain accounts and we looked at which ones would be possible to borrow from. We do require a legal opinion as to whether or not we can actually borrow from ourselves. The Sinclair Trust was given to the college for the use of the college. Council designated it to use to support chaplaincy. As Council made that decision, we could ask Council to adjust it, temporarily.
- C. Loewen asked if the estate is designated to this project.
J. Markstrom said that yes it is.
B. Pope asked if we have the ability to raise the money, but we have to first spend over a million to be able to go to donors.
C. Trott said that yes.
P. Brass thought that at this meeting we were supposed to discuss whether we were going to forward with the project or not. This does not seem to be what is happening. Shouldn't this next stage go out for an RFP as well? If we go forward as it is, we will have spent \$1.2 million without any actual commitment being made. What we really need to do is have a conversation now of if we should continue. We are also in the process of hiring a new Warden which impacts on the capital campaign as well.
H. Enns wouldn't hesitate to carry on. The existing residence is at the end of its life. From a financial but also spiritual and communal aspect, the residence is a core piece of the College. To become guarantors of the trust, we need to see a business plan. Perhaps Council could be reminded of what the drawings look like so that Council could be familiar

with the project and with the vision. If Council could also have a bit of a better understanding of the business backbone.

K. Leung said that his background is in construction and project management and it was believed he would be a good fit for the Council. No one would pick up from this point to carry the design on from where we were. We only paid for the first part of the project. We are now at the detailed design stage. If time is a constraint to apply for federal money, a Construction Manager & fast track procurement method can be used in which the design need not be 100% complete and the project tender will be split into smaller packages and issued in sequence to buy time. This means that foundation can commence much earlier.

C. Loewen is encouraged that Chris and Jackie have rounded up 2.5 million already. That is impressive. The motion that he agreed to was that we would proceed with fundraising dependent on government funding which is uncertain. He doesn't buy that donors need the architectural drawings to donate. He doesn't believe governments need it either. We are not organized or resourced properly to proceed with this. This process feels awkward, like we're being driven by ft3 rather than following a process that has been carefully designed by people who are knowledgeable about the process.

K. Leung noted that even if we cannot raise the money, we can shelve the design until we can raise the money. This is a very worthwhile project and we need to continue on it.

M. Hughes, speaking as a grad student, noted that we are in desperate need of a new residence, it is important to the community of the college and community is what inspires the alumni of the College. Throwing her enthusiastic support behind the project. There are obstacles but is hopeful we can meet them.

J. Ripley had been thinking about a way forward. There are micro and macro issues. It is apparent that more work needs to be done on the ability of the college to borrow money from trusts, on contracts, would like more due diligence on the status of the estate and potential interim payments to be made. But on a macro level, we need a steering committee. It isn't practical for this large a group to be providing sufficient input on such complicated construction matters. What we should be asking administration to do is work at forming a sub-committee which would consist of certain members of our council who would be willing and able, as well as some outside people to form a small committee of 5 people, to consider these matters and then bring them to Council. Would like to refer this back to Administration to address these micro issues as well as the formation of a steering committee to assist us in our deliberations.

MOTION: That the matter of further work on the Residence Project be referred back to administration with a view to a) getting legal opinion on whether or not funds can be lent and borrowed for the purpose of payments to the architect; b) for the purpose of reporting to the college council on the the likely timing and amounts of payments from the estate; c) for any legal input for the proposal; and d) for the purpose of the formation of a steering committee consisting of appropriate members from Council and outside Council.

J. Ripley / H. Enns

We can definitely ask AES on campus

K. Leung also offered to connect us with the head of PCL and will also volunteer for the steering committee.

C. Loewen volunteered to be on the committee

H. Enns also volunteered to be on the committee

J. Weimer knows an attorney on wills and estates

CARRIED unanimously

h) Hiring Update:

- a. Chaplain – We have not yet completed the search for a chaplain. Applications are in but the committee has yet to meet.
- b. Awards Clerk – We are ready and able to fill this position but we are re-evaluating the position and will discuss with HR after October.
- c. Development Coordinator – We have advertised for the position and will be sorting through applicants and the committee will be doing interviews very soon

- d. Warden Search – We had our initial meeting. Christina Penner was appointed chair of the committee. The wording of the job description and ad are going to be updated. We are going to review the timeline. And we will keep council updated on the process as well.
- i) Motion to postpone Convocation – The Warden stated that it is not possible for us to hold convocation in person, and awarding of honorary degrees online is not possible. MOTION: That we postpone Convocation until 2021 or such time as we can reasonably meet in person.
C. Trott / P. Brass
CARRIED

6. Reports from Committees, College Officers and Student Council

- a) Reports from Committees – Council Executive, Development, Finance & Admin
Council Exec set the agenda
Finance & Admin. met and discussed financial statements and proposal for residence
- b) Report from Assembly
Met on Sept. 22 and heard the updates which Council also heard. Assembly extended the terms of standing committees for another year, and a had brief report on scholarships
- c) Reports from College Officers and Student Council
- j) Warden

St John's College Warden's Report to Council September 2020

There have been three overarching concerns since we last met in May: 1) government-imposed budget reductions on the University. This was a very difficult struggle during May, but in the end the College was able to cover our share of the cuts through reductions in office supplies, travel and the like. We did not have to lay anyone off or lose positions. 2) the University has made two serious attempts to shut down our residence which I have resisted. I have yet to play our trump card which is that the residence is entirely owned and operated by the College and they have no say in the matter. 3) the planning for and submission of the Phase 2 and Phase 3 recovery plans.

My other activities include:

- 1) Working on the search committee for a new editor for the Rupert's Land News
- 2) 4 webinars on online teaching and Microsoft Teams
- 3) Attended the Zoom retirement party for Fred Shore, May 21
- 4) Taught online for the Indigenous Awareness Summer Institute, May 26
- 5) Participated in the Anglican-Mennonite dialogue, May 29, 30
- 6) Participated in Equity Diversity and Inclusion webinar, June 2
- 7) Attended Provost's Council, June 11
- 8) Participated in Zoom conference on Racism and the Church, June 13
- 9) Met with the committee to work on consolidating the Anglican Archives in Rupert's Land, June 23
- 10) Chaired the U of M Press Board, June 23
- 11) Attended Senate and special meetings of Senate, June 24, August 5, September 2
- 12) Attended two meetings of the sub-committee to look at Indigenous Representation on University governance, July 15, July 20
- 13) Examined a M.A. thesis in religion, August 6
- 14) Chaired the defence of a M.A. in Native Studies, August 13
- 15) Examined a M.S.W. thesis, August 13

- 16) Attended Arts Faculty Council, August 26
- 17) Attended Native Studies Department Retreat, September 3, 4
- 18) Alumni visit to Falcon Lake, September 8
- 19) Alumni visit to Selkirk, September 14.
- 20) Gave a paper at and attended the "Indigenous and Anglican in the Diocese of Rupert's Land" Conference, September 16, 17
- 21) Hosted the Wilmot Lecture given by the Rev. Dr. Ray Aldred – we had 94 participants on the Zoom call, the largest attendance to date.

During this time, we have also been working on searches for a new Chaplain as well as the Development Coordinator. There have been a number of meetings with Jackie, Kat Kupca and myself concerning the capital campaign as well as meetings with major donors. I have had three meetings with the new President.

ii) Dean of Studies

Acting Dean of Studies Report to SJC Council:

I am currently A/ Dean of Studies while Dr. Elylt Jones is on Research leave for the Fall Term 2020. As well, I am also Associate Dean (Academic) and Chair of the Environmental Design Program for the Faculty of Architecture for the 2020-21 Academic year (1-year term position). Some of the committees, activities and meetings I am involved with relate to both of these positions, such as the Associate Dean Undergraduate Committee.

Here is a list of activities undertaken this summer and fall that relate to my role as A/Dean of Studies:

Committees Attended:

Associate Dean Undergraduate Committee: September 4

SJC Scholarship Committee Meeting: July 26 Reviewed scholarship applications, discussed and selected recipients

U of M Workshops Attended:

Orientation for Dept. Heads
Orientation for New Administrators
Remote Teaching Workshop at CATL

Meetings:

SJC Staff meeting: September 1

SJC Assembly Executive meeting: September 15 SJC Council

Executive meeting: September 15 SJC Assembly: September 22

Reception:

Human Rights Centre for Adele Perry: September 22

Training:

Learning how to use basics of various online Platforms including Microsoft Teams and Zoom
Learned basics about reading Excel spreadsheets

Learned basics about Office 365 and Outlook

Other:

Prepared video clip on the role of the Dean of Studies for JumpStart: September 9 for September 12 JumpStart.

iii) Development Office

Development Officer Report to Council
September 2020

Fundraising

- To date raised: \$16,514.
- Working on the Annual Appeal.
- There are two estates that should be coming in over the next 6 months.
- There is a \$50k gift due to come in for the New Residence over the next 6 months.

Alumni/Stewardship

- Have been visiting with a few alumni/donors with Chris and Andrew
- Continuing to make phone call and email connections to alumni/donors.
-

Special Events

All special events have been cancelled for the foreseeable future. Consideration is being given to hosting the Lunch and Lively via a zoom call.

Marketing/Communications

- Consideration is being given to a Fall Update Newsletter and currently working on a Fall issue of the In Lumine.

Staffing

- We have applied and were successful in receiving a Work Study placement this Fall term. Applications are still being received.
- We have advertised for the position of Development Coordinator.
- Elnora Wiebe has taken on the task of inputting donations, generating tax receipts and reports.

Capital Campaign

- Meeting weekly with the consultant, Kat Kupca.
- The Case for Support is with the designer.
- We are looking at potential supporters and putting together information to present to those individuals/corporations.

Respectfully submitted by:

Jackie Markstrom

17th September, 2020

iv) Dean of Residence

See Bursar's Report

v) Chaplain

Chaplain's Report to SJC Council

20 September 2020

Activity in the chaplaincy since May's meeting has been limited, both by the pandemic-related campus restrictions and the typical summer slowdown. My study leave and annual holiday occupied much of the early summer time, though a few important meetings and events relating to ongoing work with students occurred during this time.

In early July it was announced that 5 October 2020 will be my last day as college chaplain. On 6 October I become priest in charge of Holy Trinity Anglican Church, Winnipeg, an appointment which takes me from both SJC and St Bartholomew's Parish in Windsor Park.

Major points of work since our last meeting include:

- Assisted with an online interfaith prayer service for the university on 14 May
- Assisted with planning and executing an online prayer vigil for victims of racism on 6 June
- Facilitated a recording session in the college chapel for a student applying to doctoral programmes in music
- Planned and presided at the wedding of Ann Ding and Andrew Weber on 2 August
 - Andrew has been one of our residence dons the past couple of years
- Planned and presided at the memorial service for Dr Laura Taylor, Faculty of Social Work, on 17 September in the college chapel
- Assisting SJCSA with fall event planning and establishing work patterns and systems for a year that will be primarily online
- Worked with representatives from St Paul's College and UManitoba to supply material about SJC, college membership, and college life for the online orientation sessions and websites
- Hosting a game of SJC Jeopardy! for the Jumpstart programme on 16 September
- Maintained contact with college students, staff, and fellows to provide ongoing pastoral care and support
- Participated in Sunday morning worship for the diocese as the chaplain of St John's College until 6 September, livestreamed from diocesan office

vi) Bursar

Bursars' Report to Council September 30th 2020

Financial

The Impact of COVID-19 on the operations of the College continued over the course of the summer. Courses were delivered remotely, and the Fort Garry Campus was officially closed. Our only revenues have been from the international St John's members we had living in our Residence. Fortunately, the College was deemed eligible to qualify for the Federal CEWS program (Emergency Wage Subsidy), which has offset 75% of our employment costs. This, along with our residence operations and eliminating all discretionary spending, has allowed us to keep all our staff employed and provide a safe and secure place for our students to live. In addition, we ended the 2019-20 fiscal year in a strong position with a modest surplus so that has strengthened our ability to weather these unprecedented circumstances. On September 23rd, the Federal Government announced this program would be extended to the summer of 2021. This is extremely positive news for St John's and will have a major impact on our ability to carry forward as we are through the winter term regardless of whether classes resume in person or not at that time. We have also not yet had to access our investment income budgeted for operating this year, so we remain in a stable position.

Our annual audit was completed over the summer and although it was challenging to go through the entire process remotely, it was successful. The entire process took longer than normal but draft statements were ready to be presented to the Finance & Admin Committee on September 23rd. That committee recommended their approval to College Council.

Residence / Operations

Due to COVID-19 all our summer groups were cancelled. We maintained an occupancy level of 35-50 students during the entire summer. Given all the inherent challenges brought on by the pandemic, affecting both students and staff, everything went very well. Safety measures and enhanced cleaning was enacted, and students were very responsible and cooperative in adhering to physical distancing protocols, hygiene, and now the addition of mandatory masks.

Beginning in September, some students moved out and 3 moved in – all local, from either Winnipeg or the surrounding area – so our current occupancy is 34. The health and safety of our students and staff remains

our top priority, and we are continuing with all our enhanced protocols including additional washroom cleaning, individually served meals, mandatory masks in public spaces, and ongoing physical distancing. We have kept two of our apartments vacant to be used as quarantine space should the need arise.

On September 14th we re-opened the Daily Bread Café. The Café is accessed exclusively through the Patio Entrance to minimize any traffic through the rest of the College. The Café has been fitted with safety glass in all serving areas, physical distancing signs have been displayed on the floor, and seating has been drastically reduced and properly spaced to conform to all Provincial safety standards.

vii) Registrar

Registrar's Report
September 2020

It has been a busy summer as acting Awards Clerk.

For the April 1 deadline there were 455 applications from 92 Applicants.

23 of Applicants are International students
16 of Applicants are Permanent residents
1 Applicant is a refugee

1 student applied for 26 scholarships and bursaries
1 student applied for 24 scholarships and bursaries

91 of the applications are for the July 31 deadline

Averages to 5 applications per student

For the July 31 deadline, 395 applications were received, plus the 91 that came in on April 1 means there are 486 applications from 119 applicants.

These are, I believe, record numbers. It is good to see students finally taking advantage of this part of their membership, and yet the amount of financial need, and knowing that we won't be able to help everyone makes it a bitter-sweet situation.

The other important item to note is that we have begun the process of migrating the College website over to the new U of M format. That is to say, we have begun discussions and some of the early leg work of documenting pages and links. It is going to take some time, but I will be very, very happy once the transition is complete.

Sherry Peters
Registrar

viii) Senior Stick

Report

Position Openings

We have two openings on council for the below positions!

Sustainability Coordinator

- Finding sustainable solutions to help improve environmental initiatives
- Maintain and organize the compost bins
- Promote awareness of environmental initiatives throughout the college

- Examples in the past (i.e. clothes drive, compost bins)

Assembly Representative

- Attending Assembly meetings and reporting information to the college
- If the representative cannot attend, they are responsible of finding a proxy, to take their place

Email accounts

We have created new emails accounts for each of the position i.e. Programmer.sjcsa@gmail.com, Sports.sjcsa@gmail.com, Treasurer.sjcsa@gmail.com, etc

Events

We had our Jumpstart event, it happened and turned out well! We were very worried about turn-out due the event normally being held in person. We had a lot of fun with events such as: Let's Make A Deal, Charades, Jeopardy and more! Andrew attended part of the event, and chaired the Jeopardy aspect of the game. We were able to still get to know the attendees and gave out prizes! Those who did attend heavily participated! We are looking forward to the next event!

Upcoming Events

Community Outreach is running: A virtual 5K walk/fun run on the 27th. All proceeds will be donated to Manitoba Mutts animal rescue.

This week (up until the 27th), go for a walk or run broken up into as many days as you like until you've reached 5K! Register at <https://www.eventbrite.ca/e/st-johns-college-virtual-5k-runwalk-for-manitoba-mutts-tickets-121563079443> and you will receive a SJC 5K medal!

Thanks,
Breanna Duncan

Senior Stick
St. John's College Student Council

7. Other Business
MOTION: Thanks to Andrew for his hard work and dedication to the College and how much we appreciate him.
C. Trott / L. Wilkinson
CARRIED
8. Adjournment
MOTION: That the meeting being adjourned.
L. Wilkinson / J. James
CARRIED

St. John's College has a historic connection with the Anglican Diocese of Rupert's Land, and that connection continues to bear fruit today.

While the College no longer has a Faculty of Theology, 2019 saw the establishment of the Council for Theological Education, a joint body of St. John's College and the Diocese. This Council has overseen the development of a memorandum of understanding with Canadian Mennonite University, through which CMU students pursuing a theological education can take courses through St. John's College in areas including Anglican theology, history, and polity. This work has been coordinated by the Diocesan Ministry Developer, the Rev. Dr. Heather McCance (whose work is also supported by the College), and has filled the gap for those in Manitoba seeking an Anglican theological education. In the 2020 calendar year, three such courses were offered, on the history of the Eucharist, contextual theologies, and theological ethics in Anglican tradition. While these three courses were able to make the necessary changes and pivot to online education, a fourth scheduled course on Indigenous Christian theology had to be postponed. That course was to have been a week-long intensive that would have woven the teaching of elders, more traditional Anglican theology and Indigenous Christian spiritual practices, and it was felt that the course outcomes could not be properly achieved in an online environment.

Indigenous Christian theology has been tentatively re-scheduled for the spring of 2021. A course in ministry leadership will be taught (online) in winter 2021, Anglican history in fall 2021 and a non-credit course on Anglican liturgics will be taught winter 2022.

St John's College
Warden's Report to Council
November 25, 2020

One of the things about working in a pandemic is that everything seems to take so much longer. I want to thank the College staff for their ongoing commitment and diligence in their work. They have been keeping the wheels turning while working in difficult times. I have continued teaching my one course but have taken on the additional responsibility of one of the graduate courses in my Department when the instructor injured herself.

- 1) Chaired the University of Manitoba Press Board, September 24
- 2) Attended Diocesan Council, September 25
- 3) Hosted the launch of the book "Words of the Inuit", September 28
- 4) Hosted on-line Matriculation, October 4
- 5) Attended Native Studies Department Meeting, October 5
- 6) Chaplain's Search committee meetings and interviews October 12, 20, 21, November 2
- 7) Chaired Theological Education Council, October 13
- 8) Attended the Indigenous Representation on University Governance Committee, October 16
- 9) Attended Diocesan Synod, October 17
- 10) Development Coordinator hiring meetings and interviews, October 20, 26
- 11) Attended Native Studies Department Council, October 22
- 12) Attended Rupert's Land News Board meeting, October 27
- 13) Attended Heads of Anglican Colleges Meeting, October 27
- 14) Participated in Virtual Open House for University, October 28
- 15) Attended Diocesan Council, October 28
- 16) Attended Senate, November 4
- 17) Attended Senior Executive Retreat, November 5
- 18) Attended a Retirement Planning Workshop, November 9

I was obliged to take five days unpaid holidays, and so I took the week of November 9 to 16 off for this purpose.

Acting Dean of Studies Report to Council:

I am currently A/ Dean of Studies while Dr. Esyllt Jones is on Research leave for the Fall Term 2020. As well, I am also Associate Dean (Academic) and Chair of the Environmental Design Program for the Faculty of Architecture for the 2020-21 Academic year (1-year term position). Some of the committees, activities and meetings I am involved with relate to both of these positions, such as the Associate Dean Undergraduate Committee.

Here is a list of activities undertaken since my last report that relate to my role as A/Dean of Studies:

Committees Attended:

Associate Dean Undergraduate Committee: October 5
November 2

SJC Scholarship Committee Meeting: October 9 Chaired the selection meeting.

U of M Workshops Attended:

Attended Budgeting Process Workshop September 25
Attended Sexual Violence Policy & Positive Culture Workshop October 23
Attended Search Committee Workshop October 2
Attended Diversity presentation October 30

Meetings:

SJC Staff meeting: November 3
SJC Assembly Executive meeting: November 3
SJC Council Executive meeting: November 3
SJC Council: September 30

Matriculation: October 4 Participated in Matriculation and meet new College members

Other:

Attended Farewell for Chaplain Andrew Rampton October 5

Submitted by Susan Close
November 9, 2020

Development Officer Report to Council
November 2020

Fundraising

- The Fall campaign will be mailed over the next couple of weeks.
- Total raised to date is \$24,845
- There is a stock transfer coming in of \$50,000 which is to be directed to Chaplaincy and the new residence.
- We have been advised that a sizeable portion of the \$2.5m estate will likely be received prior to the end of this year. Probate has been granted. This will be directed to the new residence including naming opportunity.
- We are to receive \$100,000 from a second bequest. Also, likely before the end of this year.

Capital Campaign

- Continuing to work with the consultant, Kat Kupca.
- Setting up a steering committee for fundraising for the campaign.

Alumni/Stewardship

- Continuing to call/zoom with Johnians.

Marketing/Communications

- The next issue of In Lumine will be mailed in the new year.
- Working on the Christmas e-newsletter and card.

Staffing

- We have hired Theresa Morgan as the Development Coordinator. Theresa started in the office on Monday, 16th November.
- We have been successful in our request for a Work study grant to hire a student January to March 2021. Theresa will supervise the student.

Misc

- We have been advised (informally) that we will be receiving Manitoba Scholarship and Bursary Initiative (MSBI) for the 2020/2021 fiscal year. We are awaiting to hear the exact amount and when we will receive the funds.

Respectfully submitted by:

Jackie Markstrom
18th November, 2020

Bursar's Report to Council November 25th, 2020

Financial

As of the end of September, there is some relevant financial data that will provide some context to where we are amid the pandemic:

Overall, we are approximately \$35,000 behind where we were last year at this time. Given the circumstances and considering how successful our previous year was, that is a positive position to be in – and this is taking into account the cost to provide all of our Residents with a new laptop for their online studies. We have been able to achieve this by limiting our discretionary spending as much as possible and utilizing the Canada Emergency Wage Subsidy Program. Also, the number of summer residents we had provided us with a baseline of revenue. Our residence numbers have dropped slightly for the fall term and may decrease for the winter term as well.

Our goal moving forward is to minimize our losses as much as possible and operate as efficiently as we can, continuing to rely on and benefit from the CEWS program. This should allow us to emerge relatively intact by the time activities on campus resume some sort of normalcy and our operations are able to rebound to a level near where they were before the pandemic.

Residence / Operations

As previously stated, the health and safety of our students and staff remains our top priority, and we are continuing with all our enhanced protocols including additional washroom cleaning, individually served meals, mandatory masks in public spaces, and ongoing physical distancing. We have kept two of our apartments vacant to be used as quarantine space should the need arise.

A few students have returned to their home outside of Canada, but our numbers remain relatively stable. As mentioned above, we were able to give each Resident who will be staying with us for the fall and winter term a brand new quality Dell laptop so they can maximize their chances of success while they study online. I was able to give these out to students personally, and it was extremely rewarding to witness their appreciation and hear how grateful they were to the College. One student made a point of telling me that he could feel how genuinely the College cares about its students and how much that meant to him. I cannot think of a better measure of the College's success than that.

Due to the recent increased restrictions in Winnipeg, the Daily Bread Café has reduced its service to take-out only. Our Food Service and Housekeeping staff continue to do their work safely and at a high level. Everything is running very well, and St John's is so appreciative of the work they have done.



ST JOHN'S COLLEGE

ESTABLISHED 1866

Registrar's Report November 2020

I continue as Acting Awards Clerk. Recipients have all been notified and we are in the process of sending out the awards, etc.

On October 28, Chris and I, and Mercy, our vice-stick, participated in the University of Manitoba's Virtual Open House. This was in place of the usual Evening of Excellence. We shared a virtual booth with St. Paul's College and St. Andrew's College. Overall, I would say this was a bust, especially in terms of speaking with local students, and rural Manitoba students about the Residence. However, Chris and I each spoke with an international student (or parent of), who were interested in the Residence.

The migration to the new website continues. The structure is being built, and I will be assisting with the writing of content. I am to meet with the transition team the week of November 16, to discuss and find out more about the progress.

Sherry Peters
Registrar

Council Report – Nov 25th

By: Breanna Duncan

Position Openings

We have a new sustainability coordinator, Mark Livingston! We are still looking for an Assembly Representative.

Assembly Representative

- Attending Assembly meetings and reporting information to the college
- If the representative cannot attend, they are responsible of finding a proxy, to take their place

UMSU Strike Board of Director Meeting

We are a member of UMSU's Board of Directors, BOD, and we had a vote on the motion that they were attempting to pass regarding the strike.

The council voted to support all three of these motions, and all three motion were also passed at the conclusion of the UMSU BOD meeting. UMSU also created an open letter condemning the government's response to UMFA.

Adapting to Covid-19 Restrictions

- I have meet and discussed incorporating potential new possibilities with each position about how to adapt to new Covid-19 restrictions and how-to increasing use online platforms and implement social distancing.
 - Examples: Sports Representative will be creating post about exercising and how incorporate healthy lifestyle tips!
- We continue to meet weekly which serves as a community builder and to foster greater communication and synergy amongst council members.

Past Events

Manitoba Mutts 5k Run

Community Outreach organized a virtual 5K walk/run on October 27th. Participants went for a walk or run that they could break up into as many days as they liked, until they reached 5K! Participants registered and they each received an SJC 5K medal! All proceeds were donated to Manitoba Mutts animal rescue. We raised \$ 307 of net profit! Pictures included below:



Trick or Eat Event

We hosted a Winnipeg Harvest Food Drive. Council members hung door flyers asking for donations and Winnipeg did not disappoint! The willingness to give, especially during these uncertain times, is more appreciated than ever. We were able to donate an astounding 215 pounds! Pictures included below:



EDI Presentation Valerie Williams and Megan Bowman

We had a presentation discussing the importance of respect, inclusion and diversity amongst our SJC councils' members and generally. Council members provided great feedback about the importance of this and the things they learnt!

Sustainability Halloween

We made posts about how to incorporate sustainability in making Halloween costumes and consumption!

Upcoming Events

Hosting Office Hours

We are looking at the possibility of potentially hosting virtual office hours starting in Winter semester of 2021! We believe that this will be fruitful, as it will allow us to include more members-at-large, especially targeting those in their first year; with studies online, students are more isolated at home than ever, so hopefully we can increase engagement through this! We are going to create a guide for students to discuss any information they may want to know about SJC life and the opportunities and activities that the college provides!

Netflix and Chill Event

We are going to be hosting a Netflix Party, where participants can join us in watching Enola Holmes, we will be including prizes, trivia and more at this event to promote engagement and foster community.

Sustainable Christmas

We are going to do an online series via our social media accounts regarding how to make Christmas less wasteful moving towards being more sustainable! This will also include council members being featured in videos, and posting their own tips and tricks!

Virtual Paint Night

More details to come soon!

Thanks,
Breanna Duncan

Senior Stick
St. John's College Student Council



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