

ST JOHN'S COLLEGE COUNCIL
Agenda

For the Meeting of September 25, 2019
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 May 22, 2019 Minutes
4. Business arising from the Minutes
5. New Business
 - a) Appoint or Reappoint Chair of Council
 - b) Audited Financial Statements and Auditors Report
 - c) Appoint Auditors
 - d) Residence Project Update
 - e) Memorandum of Understanding with Canadian Mennonite University
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 May 22, 2019
Meal at 5:30, Meeting from 6:00 Room 108, St John's College

Present: F. Hasan, H. Kennedy, J. James, C. Trott, I. Froese, P. Brass, J. Markstrom, J. Weimer, G. Woodcroft, M. Evans, M. Hughes, H. Enns, J. Ripley, A. Braid, P. Cloutier (Chair), S. Peters (Secretary)

Regrets: E. Jones, G. Bak, C. Loewen, B. Pope, J. McConnell, K. Leung, S. Schwickart

Special Guests: FT3 – Marten Duhoux, GPP – Guy Prefontaine, Physical Plant – Audrey Marcinco

1. **Opening Prayer**

G. Woodcroft opened the meeting with prayer

2. **Residence project presentation by architects.**

The architects gave a brief history of their involvement with the residence project. In 2012 they were contacted to do a study on the sustainability of the residence and the future of the St John's Residence and its role in addressing the on-campus housing shortage. Additionally, they discussed their connection with the Net Zero Carbon project. They then discussed the site selection next to the chapel and the reasons behind this choice. It is in proximity to the kitchen and the Daily Bread Café, with better views for the residents, rather than any other site option. The renovation option was then present. They looked at making the current residence fully accessible. The structure of the current residence is in good shape but it would need better ventilation, greater accessibility, altering a couple of the rooms on each floor to make them accessible including accessible washrooms. The façade would have to be taken off, the building re-insulated and build a structure to code to support the tyndall stone. They could be panelized by putting them in concrete panels, putting in new windows, plumbing, and electrical, putting in proper walls with better insulation. Options 2 and 3 are for a new build, with option 3 being for net zero carbon, the design is the same, it can be adapted for either net zero carbon or not. Services such as kitchen, loading, etc. will be through a sunken ramp, and services will be on the lower level, so there is no more interference with walk-ways. Rooms are on the outside so they all have outside windows, with a lounge on each floor, elevators, stairs and washrooms are on the interior. Every corridor ends with a window so that there is always outside light coming in. 5 2-bedroom apartments, accessibility suites, optimized for their purpose. Greater flexibility in the kitchen/dining area with the student dining connected to the Daily Bread and so could be made one room if needed. They would reclaim the tyndall stone from the current residence. Food services are on the lower level, student spaces are on the main level, and the rooms on floors 2 – 6. Their discussion of cost focused on the direct expenses such as builders, permits, construction management fee, there will still be changes to the design so a design contingency pricing, and an expected increase in cost. The price they give is a shovel in the ground date of Spring 2020. Add 3% for every year after that. They also have a contingency built in because there is always a chance that something could go wrong, prices could increase, and other things that could happen that are unforeseen. The renovation would cost just over \$12 million. The new build is just over \$20 million. The new build at net zero carbon is \$100k less than the new build.

June: There is no disruption to the kitchen or the current building if we go with the new build

A: There will be some interruption, but at the least busy time. The tyndall can be moved at any time and the old building is fine without it.

Peter: Why are the expenses the same in a renovation and a new build?

A: There are more costs involved in the renovation with the temporary kitchen that needs to be built while the renovation is happening. There is also the demolition and rebuild.

Peter: What is the plan then with the current residence if we build the new one.

A: It allows for a transition without having to shut anything down.

Art: Will options 2 & 3 increase the number of students?

A: No, the number will be the same. The renovation would remove 2. The mandate was not to increase the rooms.

Paul: All options will meet code?

A: Yes

Paul: When would option 1 be expected to be concluded?

A: If no one is in there, it would be about a year or just under. The other choice would be to do it in phases it would take 15-16 months.

Paul: If we do nothing, what is the life-cycle of the current residence?

A: We have already reached the end of the life of the residence.

I. Froese presented a cost analysis of the residence project. With the renovation option, we would lose some staff. We would have reduced revenue, we would still have to pay the full insurance cost. We would still be able to operate the Daily Bread Café with a temporary kitchen so it and our catering would still operate. This is on the assumption that the temporary kitchen would allow us to run at full capacity. It would mean that we would be running a deficit.

Chris: The University isn't sure we could phase the renovation because our plumbing, electrical, etc. runs horizontal and we may not be able to cut them off in the middle so it would take some re-routing. The disruption will impact all our budgets, and it will be difficult for our food services to be running at full capacity. And students will be reluctant to live in a residence that is under renovation. This means that the core revenue for the College programs gets cut off as well. The Dean of Residence will get laid off, kitchen staff will be laid off, money to run our academic programs, most of it will be cut off, and programs run in our chapel will be cut off.

Helen: Is there still government money available for the net zero carbon aspect?

Peter Brass presented on behalf of the Development committee. The fundraising process will be the same regardless of which option is chosen. The staffing of the Development office will need to be under review and built out. Over the summer, they will be developing a case for support, confirming the co-chairs for campaign cabinet, asking people to be a part of the cabinet, and naming rights. Jackie said that government levels have not said that they will give money, though they are interested, but we need to prove that it is a viable option, meaning we need to provide a substantial amount raised before they will say anything. We need to demonstrate that we can complete the project without them. It was suggested that if we put in an indigenous component, that we approach the local chiefs for support. We do not have the capacity to raise 22 million. In five years we will not have the capacity to raise 27 million. We need to take the brave step forward and move forward with it because the objective otherwise will elude us. There could be some joint fundraising between the College and the Diocese. Ivan said that there are still a lot of steps that need to be taken before we can put the shovels in the ground so we are not looking to build right away. The design build phase is about a 12 month process for the final drawings and contracts and will cost \$1.2 million. If we started tomorrow, those documents would be ready June 2020, and then it would have to go out for bid.

3. Approval of the Agenda

MOTION: That the agenda be approved as distributed.

J. Ripley / H. Enns

CARRIED

4. Approval of the March 27, 2019 Minutes

MOTION: That the minutes of the meeting of March 27, 2019, be approved as distributed.

A. Braid / H. Kennedy

CARRIED

5. Business arising from the Minutes

None

6. New Business

a) Residence Project Update

MOTION: That Council approve Option 3: New Net Zero Carbon Student Residence, from the 3 projects submitted by ft3 Architecture in the New Student Residence Concept Design Options (RFP SJC101118 OD)

C. Trott / J. James

CARRIED

MOTION: That the Development Committee, working with the Development Office, proceed as follows:

- a) Secure Capital Campaign Chairs and Campaign Cabinet members in June.
- b) Over the summer prepare the promotional materials for a campaign to support the residence, develop prospects for a campaign for the residence, and establish the cost of the various naming opportunities of the new residence.
- c) Launch the silent phase of the Capital Campaign at the beginning of September.
- d) Review the progress of the campaign at the November Council meeting and consider at what point to move into final design and contract preparation stage of the project (total cost of \$1.2 million taking about 12 months).

C. Trott / H. Enns

CARRIED

Art: The only way this is going to succeed if you have three or four people to say they will give \$2-5 million. They don't need a lot of promotional material.

Jackie: We can't get to those people without someone to open the door which is why we need co-chairs. And the co-chairs need the material.

Art: Do we know people with that kind of money?

Chris: Yes. And we have spoken to them. We cannot ask them for specific amounts because we don't have a plan or direction. And the \$12 million is a less attractive project than the new build.

Paul: Why is the donor base more receptive to the residence than to the lecture theatre

Chris: A lot of people have asked why we built a theatre, we don't need it. The residence is the heart and soul of the college. They can see a direct impact on students.

Paul: Will we making the same revenue?

Ivan: We can increase the fees somewhat. The expenses will not be much higher. But it also expands our opportunities for food services and catering which brings in greater revenue. A new building would also make us a more attractive option for students to come here first rather than waiting until they are out of all other options.

Jim: This is a necessary and no risk step, and therefore I support the motion.

Herb: I agree. We as Council, should be supporting the leadership of the College and the direction they want to go in.

Helen: Option 3 allows for the College to continue.

- b) Auditor's proposal – The Bursar presented the report that covers the scope, the basis, and the timeline for the financial audit. To be received by Council for information.
- c) Investment report – On behalf of the Finance and Admin. Committee, the Bursar presented the summary of the investment report for information.
- d) Meeting Dates – The Registrar presented the meeting dates for the upcoming academic year.
- e) Membership statistics – The Registrar presented the membership statistics of the College for information.

6. Reports from Committees, College Officers and Student Council

- a) Reports from Committees – Council Executive, Development, Finance & Admin. Council Executive met to set the agenda for today's meeting. Development Committee presented earlier Finance and Admin. received the planning report and investment report
- b) Report from Assembly
Assembly met and elected a new fellow, received the meeting dates, and membership statistics.
- c) Reports from College Officers and Student Council
 - i) Warden

**St John's College
Warden's Report to Council
May 22, 2019**

As a College we were very pleased to hear that 5 of our students won Emerging Leaders Awards (out of 44) and 4 of our students won the Presidential Student Leadership Scholarships (out of 27 province-wide). Kevin Boreskie, a doctoral student in Kinesiology and a member of the College, not only won a Presidential Student Leadership Scholarship but also won the 3MT competition at the University. We also have 6 President's Scholars as members of the College and 3 of our members won in the Undergraduate Research Poster Competition. I wrote to each of the winners and invited them to drop by and introduce themselves to me. I was privileged to meet some of the most dynamic, engaged and articulate students I have ever met. This is surely what St John's College is all about. As a College we continue to bat far above our small size in terms of achievements.

Since the last meeting of Assembly, I have been engaged in a number of activities:

- 1) Taught a session on Inuit and Nunavut for the Librarians' Indigenous Awareness Program (and I will teach it again in June), March 20
- 2) Attended the Bach's Birthday Concert, March 21
- 3) Attended Diocesan Council, March 23
- 4) Attended the West Broadway Community Ministry 40th anniversary Gala Dinner, March 23
- 5) Represented the College at the Centre for Christian Studies Annual Service of Celebration, March 24
- 6) Participated in the Westworth United Church Interfaith Reconciliation series March 11, 25, April 1
- 7) Attended College Graduation Dinner/Dance, March 30
- 8) Attended Food for the Journey, April 6
- 9) Attended Residence end of year banquet, April 6

- 10) Visited donors and alumni in Ottawa and Montreal April 7-9
- 11) Chaired the joint Diocese of Rupert's Land/SJC Theological Education Council, April 11
- 12) Attended the Journey into Passiontide service in the Chapel, April 14
- 13) Attended Lunch and Lively presentation, April 16
- 14) Attended the Easter Vigil in the Chapel, April 20
- 15) Participated in a hiring committee for Native Studies/History, April 23
- 16) Examined a doctoral dissertation, May 1

I continue to sit on Deans and Directors Council, University Senate and work with the Anglican-Mennonite dialogue.

This past winter term, the College cooperated with Canadian Mennonite University and St Margaret's Church to offer a course "Anglican Foundations". The College vetted the course content and instructor, CMU provided the academic credit, and St Margaret's the venue. We had 4 people take the course for credit and 14 audit the course. We have a fee sharing arrangement with CMU where they collect the course fees and CMU keeps 25% and remits 75% to the College. The College pays the instructor, with this salary offset by the fees. This is our first cooperative venture of this nature, and it has been successful enough that we will want to try it again.

- ii) Dean of Studies

Dean of Studies: Report to Council May 22, 2019

Cram Night

The Winter Term exam period Cram Night was held in the SJC Library on April 17, from 4:30 until midnight. This event is co-sponsored by the Dean of Studies and the SJC Students' Association, and catered by Daily Bread Café.

Visiting Researcher Fellowships in Western Canadian Studies

Please find attached to this report the ad for Visiting Researchers for the 2019-2020 academic year. The deadline for applications is **June 15, 2019**. I want to thank Amy Craddock for helping me build an extensive email contact list for this program in university departments across Western Canada.

For your information, a report on the first year of our program follows:

REPORT ON WESTERN CANADIAN STUDIES RESEARCH FELLOWSHIP PROGRAM, 2018-2019

This program has been a success in its first year. We have supported two researchers: Erin Millions (long-term) and Keith Hyde (short-term). Brief project summaries and activity reports appear below, followed by a financial statement.

SJC provided these researchers with office space, administrative support, library privileges and research stipends of \$3000 and \$1500 respectively, and offered financial support for events, encouraged as part of the award.

Erin Millions (Post-doctoral Researcher):

During my time as a Western Canadian Studies Fellow at St. John's College, I worked 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.

I organized and/or presented: Soup and Bread Lecture, SJC, "Indigenous Histories of Tuberculosis in Manitoba and the Unnamed Patient: Active History and The Manitoba Lung Association Archive Photo Naming Project", and the workshop "Beadwork and Sewing As Art, History and Traditional Knowledge," March 14, Migitzii Agamik.

J. Keith Hyde (University College of the North)

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.

Presentation: Soup and Bread Lecture, SJC, "Wonderful Strange Notions": Life, Death, and Edits in the Early Journals of Rev. Henry Budd (c. 1812-1875)"

Budget

Revenue:

SJC	\$5000
Dean's Office, Faculty of Arts	\$2500
TOTAL	\$7500

Expenditures:

Stipend, Erin Millions	\$3000
Stipend, Keith Hyde	\$1500
Event expenses:	
Beadwork and Sewing, Migitzii Agamik	\$1406.26
Soup and Bread Lecture, "Indigenous Histories of Tuberculosis,"	\$158.26
Soup and Bread Lecture, "Early Journals of Rev. Henry Budd"	\$158.26
TOTAL	\$6222.78
FINAL BALANCE	\$1,277.22

This balance will be carried over into program funding for 2019-2020, and will constitute the Dean of Arts' contribution. The SJC budget includes ongoing support of \$5000 for the program.

New Fellows

The Membership Committee met to determine the allocation of available office space and consider applications for Fellowships this year. A motion went forward to Assembly, where Prof. Karine Levasseur, from the Department of Political Studies, was elected as a Visiting Fellow for one year, after which (if both parties wish) she will be elected a full Fellow of the College.

We also have two Fellows joining or returning to the College: Mary Benbow, Faculty of the Environment, a long-time Senior Fellow returning after a period as an Administrator in that faculty; and Annette Demarais (CRC in Human Rights, Social Justice and Food Security), who was elected by Assembly a couple of years ago, but unable to take up her tenure here until now.

Leaving us as Visiting Fellows this spring are Bob Coutts and Murray Evans. We wish to thank them for their collegiality and commitment to the College during their time here.

Graduate Students

Our registration numbers indicate an increase in the number of graduate student members in SJC. Unfortunately, we don't currently have available space for any more ABD doctoral students to become Visiting Fellows – this is something we are keeping an eye on because doctoral candidates are always vibrant contributors. We are also working with the SJCSA to secure some carrel space for doctoral students preparing for comprehensive exams.

We'd like to be able to provide support for graduate students. This issue was discussed at Assembly, and a graduate student writing club was proposed. We will update Council on this in the future.

iii) Development Office

Development Officer Report to Council
May 2019

Fundraising

- Total raised for 2018 fiscal year was \$272,363 which is slightly lower than last year.
- Recently mailed out the Chaplaincy request to a targeted group – clergy/church. Response is consistent with previous years
- Currently trying to raise the remaining \$150,000 to pay for the Integrated Design Phase of the capital campaign – have met with a couple of donors.

Alumni/Stewardship

- Continuing to visit with Johnians.
- Setting up visits with alumni/donors in the Dauphin, Gladstone and Neepewa area for the 14th – 15th May.

Special Events

- Lunch and Lively with grad student Jill Bueddefeld who spoke to ecotourism. Very well received by the attendees. The next L&L will be held during Homecoming.

Marketing/Communications

- E-Newsletter featuring some of our Fellows was sent in early April. We had good response with both open (47.7%) and click rate (2.7%) above industry average.
- Working on the Annual Report to Donors to be mailed early June.
- Will start on the Trust endowment reports to be mailed later in May.

Staffing

- Our Summer Jobs application was approved for 8 weeks. Ade was the successful candidate for this position and he will be working 10 hours a week for Development. The rest of his time will be taken up by the College.

Capital Campaign

- Continuing to work on the materials to ensure a successful campaign.

Respectfully submitted by:

Jackie Markstrom
3rd May, 2019

iv) Dean of Residence

[Dean of Residence Report – May 22, 2018](#)

[Residence Projects](#)

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

Summer Semester

We have 50 rooms filled as of today. Usually we have depended on summer conference groups to fill rooms in the summer. This year we are more consistent with the number of regular students staying over most of the summer. The residence is about 60% full in June. As usual, July is our busiest month, with a 70% occupancy approximately. August goes back to around 50%.

We still have about 6 conference groups that are staying with us at different time periods over the summer.

Residence Activity

No activities planned for the summer.

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

Thank you.

v) Chaplain

Chaplain's Report to SJC Council

22 May 2019

In addition to the usual schedule of services and student/community support, planning for summer and the 2019/20 academic year has begun. Specific events of note since the last assembly meeting include:

- Performed in the Bach's Birthday recital on 21 March
- Attended diocesan council on 23 March
- Attended a UManitoba Spiritual Care interfaith student gathering at SJC on 26 March, planting seeds for further programming in 2019/20
- Attended SJC graduation banquet on 30 March
- Facilitated final *Food for the Journey* event with Dr Heather Barkman on 6 April (*From Mother to Martyr: Woman Martyrs in the Early Church*)
- Attended SJC end-of-year residence banquet on 6 April
- Attended diocesan liturgy for consecration of oils and renewal of vows at St John's Cathedral on 7 April
- Attended UManitoba *Visionary Conversations—Healthcare as a Human Right: How do we break down barriers for queer Manitobans?* on 11 April
- Planned and presided at The Great Vigil of Easter at SJC on 20 April—good attendance from SJC members and multiple parishes throughout the city (~35 attending) and positive feedback regarding attending such events at the College
- Attended ordination of Theo Robinson to the diaconate (transitional) on 1 May
- Planned and presided at Holy Eucharist for St John the Evangelist, patron saint of SJC on 6 May
- Planning Holy Eucharist for Eve of Ascension Day (29 May) with *All the King's Men* and their final Evensong for 2018/19 (2 June)

vi) Bursar

Bursar's Report to Council May 22, 2019

Financial

The Finance & Administration Committee met on May 2nd. Pam Dupuis of BDO Canada presented the Audit Planning Report, outlining the scope and methods that will be used for the upcoming audit,

currently scheduled to begin on June 10th. We also received a presentation from our investment managers, Doherty & Associates, on the 1st quarter of 2019.

We are currently working on our year end financial statements as we prepare for the audit. As has been reported previously throughout this year, we are anticipating our final numbers will be very positive, and an overall surplus that exceeds our budget for the year.

Our summer residence numbers continue to look strong and are in line with what we have budgeted for 2019-20.

Residence project

We have received a draft submission of the final report regarding the three residence project options, and it will be presented to College Council on May 22nd so that a decision can be made as to which option the College will choose to move forward with.

Daily Bread Café

The DBC was closed for approximately a week at the beginning of May so we could make improvements to the flooring in the serving area of the Café. This provided us with coved flooring – a code requirement that is easier to clean and more conducive to a food service area.

During the closure we served our customers through Pizza Joe's in the Galleria. This worked out very well, and provided services while the DBC was closed.

Administration

Miriam Chavez has joined St John's as our new Receptionist and is settling into her new position very well. Amy Craddock has transitioned to her new position as Events/Communications Coordinator and Faculty Assistant and is doing also doing very well. Diana DeFoort continues her work as Awards Clerk. The patience exhibited by both fellows and staff was very much appreciated and I think the College is positioned very well administratively going forward.

vii) Registrar

Registrar's Report May 2019

Fayaz and I attended The Brandon Career Symposium April 15 – 17, 2019. There was a fairly steady turnout, though most of the students attending were in grades 9 and 10, and sometimes as young as grade 8. Hopefully we will see them again in subsequent years as they move toward graduation.

We will have an information table at the June 1st "Next Steps", which used to be HeadStart, and a new Orientation event on July 17, called "Getting Good Grades". We will also be at the Welcome Day Orientation in September.

viii) Senior Stick
No Report

7. Other Business

None

8. Adjournment

MOTION: That the meeting be adjourned.

G. Woodcroft / P. Brass

CARRIED

**Canadian Mennonite University
St. John's College**

**Memorandum of Understanding for delivery of course in fall 2019
July 11, 2019**

With the view to enhancing theological education opportunities in Manitoba, Canadian Mennonite University (CMU) welcomes the opportunity to cooperate with St. John's College in delivering a course advancing theological education for Anglicans within the Diocese of Rupert's Land.

The following MOU outlines the conditions by which a course offered by CMU and St. John's College will take place in the fall semester of 2019.

General Provisions

1. CMU will serve as the institution of record and under CMU academic regulations create a dual credit undergraduate/graduate course: BTS-4495/BTS-5310 The Practice and Theology of Worship (3 credit hours), for fall 2019. The instructor will create the syllabus and CMU's director of the Graduate School of Theology and Ministry (GSTM) will approve the syllabus prior to the start of the course. The course must follow all of CMU's academic dates and policies for the 2019-2020 academic year.
2. **Registration**
CMU will admit and manage registration of the course for students wanting to take the course for undergraduate/graduate credit or for CMU Audit¹. Students who are not already registered in one of CMU's academic degree programs will apply and register through the Extended Education department at CMU and provide transcripts (as appropriate). Students will have access to all CMU student services, including Library services. St. John's College will manage registrations for students wanting to take the course for personal formation².
3. **Financial Formula**
CMU will collect all undergraduate/graduate tuition (credit/CMU audit) with St. John's College receiving 75% of all tuition for the course. CMU will receive the remaining 25% of tuition as an administration fee. At the end of the semester, CMU will prepare a report of students enrolled and the amount of fees owing to St. John's College. The money will be remitted in December (after grades are received on or before December 15, 2019). St. John's College will collect and retain all tuition for students who complete the course for personal formation.

St. John's College is responsible to pay the instructor a stipend for the course and provide a space for the class to meet.

¹ CMU Audit –Registration and payment through CMU. Student is responsible to attend 80% of classes. Participation in class discussion and completion of assignments is at the discretion of instructor. The course will appear on a CMU transcript with a grade of "AU" but no credit will be awarded.

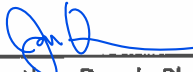
² Personal Formation – Registration and payment through St. John's College. Participation in class discussion and completion of assignments is at the discretion of St. John's College or instructor.

4. Fees

Students will be charged according to CMU's course fee structure and refund schedule. This includes tuition and fees appropriate to their registration (undergrad/grad, credit/CMU audit). Currently a 3 credit hour undergraduate course costs \$834.27 (\$756.00 tuition + \$78.27 student fees); a 3 credit hour graduate course costs \$863.27 (\$785.00 tuition + \$78.27 student service fees). St. John's College will determine fees for students taking the course for personal formation.

5. Instructor

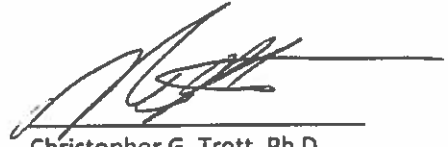
St. John's College will hire the instructor and pay for course instruction. CMU's director of the GSTM will approve the instructor.



Jonathan Dueck, Ph.D.
Vice-President Academic of CMU



Karl Koop, Ph.D.
Director of Graduate School of
Theology and Ministry



Christopher G. Trott, Ph.D.
Warden/Vice Chancellor of
St. John's College

Date:

Report To Council September 25, 2019

Naming Budget and Building Opportunity

- A development committee meeting was held earlier this week primarily to review the Naming Budget and Building Opportunity which we are presenting to Council.
- The document outlines the donation level required to name a space.
- These amounts were carefully considered using current best practices within the fundraising community. It is based on 4 elements:
 - the square footage of the space,
 - the visibility of the space,
 - the total monies needed to be raised and
 - aligning this with what the donation market will bear.
- These levels may be adjusted as designs become more detailed or based on feedback we receive as the campaign progresses. Council has previously approved the Naming Policy and Procedure.

MOTION

The Development Committee recommends to Council they receive the Naming Budget and Building Opportunity for information purposes.

Case for Support Brochure:

This is the brochure that has been written with input from Chris, Jackie, Ivan, and myself. Development Committee members were requested to provide feedback to Jackie by next Monday. Once that is done then administration will go ahead and print.

The next meeting will be at the call of the Chair as needed.

**St John's College
Warden's Report to Council
September 25, 2019**

Since Council has agreed for us to proceed with the fundraising for the residence much of my energy this summer has been on working with the Development Office on the promotional literature for the project and meeting with various key members of our community about prospects and how to move forward on this large project. We have also met twice with External Relations about the project.

This spring the University Administration informed myself and Chris Adams at St Paul's that we would no longer be reporting to the Provost but directly to the President. We no longer sit on Deans and Directors Council as a result although we continue to be members of Provost's Council. Since this is (finally) congruent with the 1970 Agreement we both agreed although we are not sure yet of the implications of no longer attending Deans and Directors. Our budget lines remain within the Provost's Office.

Other activities include:

- 1) Alumni/Donor/Recruitment visit to Neepawa, Dauphin and Gladstone – May 14, 15
- 2) Host for the Anglican-Mennonite Dialogue at the College – May 24-26
- 3) Hiring Committee for Native Studies Department – May 27
- 4) Represented College at Isbister Society Luncheon – May 27
- 5) Attended What's Next Info Fair with Registrar – June 1
- 6) Represented College at the Installation of the New Chancellor – June 3
- 7) Attended the Urban Indigenous Ministry Conference – June 4-6

I want to thank the Fellows of the College who took the time to represent us at the University Convocations June 4, 5, 6, 7 when I was unable to attend.

- 8) Did an interview with CBC North (Iqaluit) in Inuktitut on how I learned Inuktitut – June 4
- 9) Taught workshop for the Librarians Indigenous Awareness Training – June 5
- 10) Attended Ecclesiology and Ethnography Conference – June 12-14
- 11) Attended Equity, Diversity and Inclusion Workshop 2.0 – June 20
- 12) Hosted and spoke at the National Aboriginal Day Teach-In, June 21
- 13) Represented College at the St John's Ravenscourt Convocation – June 21
- 14) Visited Alumni at Falcon Lake – June 28
- 15) Lunch with new Vice Provost (Students), Laurie Schnarr – July 4
- 16) Attended opening dinner for Health Career Quest Camp – July 14
- 17) Met with Alumni in Kingston – August 5
- 18) Examined Masters of Natural Resource Management thesis – August 15
- 19) Alumni/Donor visit to Morden – August 23
- 20) Represented College at St Bart's Church 60th Anniversary Dinner – August 24
- 21) Alumni/Donor Visit to Selkirk – August 28
- 22) Attended Native Studies Department Retreat – August 29,30
- 23) Represented College at John Wortley's funeral, September 3
- 24) Diocesan Postulant Assessor – September 7
- 25) Attended Senior Executive Retreat – September 12, 13
- 26) Hosted the Student Council Bar-B-Q at my home – September 19
- 27) Hosted Lunch and Lively Conversations – September 20
- 28) Attended the Residence Opening of Term Banquet – September 21
- 29) Presided at Matriculation – September 22

I have been working with Prof. Jane Barter of the University of Winnipeg to organize the visit of Prof. Diarmaid MacCulloch to the College. As well, I have been working with Canadian Mennonite University to jointly offer a course in Liturgical Theology taught by Bishop Don Phillips.

Dean of Studies: Report to Council September 25, 2019

Welcome back to all everyone! We have a busy fall already underway at the College. In addition to welcoming several new Fellows, we also say goodbye this fall to Julie Gibbings, who has left UM and taken up a new position in Edinburgh, and to Erin Millions, who is pursuing postdoctoral research at University of Winnipeg this year.

Committees

A list of new and returning committee members was circulated in the summer. There have been a couple of changes, and the current list will be circulated at Assembly for ratification.

Nominations for New Fellows

We are committed to allocating some of our office space for senior doctoral students and postdoctoral researchers. The departure of Erin Millions has opened up an office for a new scholar.

The Membership Committee is nominating **Francois Jordaan** for a one-year Visiting Fellowship. Francois is a doctoral candidate in the Department of Anthropology, studying with Prof. Kent Fowler. His research is focused on social identities of Early Farming Communities in the southeastern Lowland region of South Africa. Francois has given a number of research papers here and in South Africa, and has been awarded numerous grants in support of his research. He is already a SJC scholarship recipient and active student member of the College.

The Membership Committee is also putting forward Melanie Unrau for a one-year renewal of her Visiting Fellowship. Melanie successfully defended her dissertation “**Tend the rusted steel like a shepherd**”: **Petropoetics of Oil Work in Canada**” in the Department English, Theatre, Film & Media in August, and is pursuing postdoctoral research under the supervision of SJC Fellow Diana Brydon.

Visiting Researcher in Western Canadian Studies

This year we had a significant increase in the number of applications for the Visiting Researcher positions. This was in large measure due to the work of Amy Craddock, who helped me to build an email list of relevant departments across Western Canada, who received the posting last spring. I also want to thank all of you for helping us promote this new program.

The Visiting Speakers/Canadian Studies Committee vetted the applications and we offered the positions to two scholars, **Dr. Dale Barbour** and **Dr. Rhonda Hinker**, both of whom accepted. Dr. Barbour is with us at the College until early January, when Dr. Hinker will take up the office space. I am putting forward each of these Visiting Researchers for six-month Visiting Fellowships at the College

You can find information about Dr. Barbour’s research on the SJC website

http://umanitoba.ca/colleges/st_johns/programs/237.html

My research project is an environmental, social, and cultural history project entitled *Muddied Waters: The Social and Environmental Transformation of Winnipeg’s Red and Assiniboine Rivers, 1900-1972*. Winnipeg’s rivers are central to western Canadian history and historiography and yet in the early twentieth century they disappear behind a declensionist arc. Urban sewage and pollution

are blamed for driving people out of the rivers. Winnipeg would only begin to publicly embrace its rivers again in the 1970s.

I will consider how a polluted environment is multi-layered and contested. Working-class and middle-class people used the rivers as a courtship space in the early twentieth century and metaphorically cleansed the water with their presence. However, the departure of sanctioned users and environmental decline worked in tandem with the use of the river by marginalized groups—bathers, homeless people seeking shelter, Indigenous people, and gay and heterosexual people seeking sexual encounters—to contribute to the portrayal of Winnipeg's rivers as places of social pollution. Winnipeg's relationship with its rivers wasn't simply one of decline but rather social transformation.

Dr. Hinthner will be at the College during her sabbatical year from Brandon University, where she is an Associate Professor. She will be completing a book manuscript based on research on the history of leftist internment during WWII in Canada, much of which has a Western Canadian focus. The book project examines this topic through the experiences of the Ukrainian-Jewish extended Walsh/Weir/Boyd/Steele family.

Marjorie Ward Lecture

I'm pleased to announce that the 2020 Marjorie Ward Lecture will be given by Prof. Joan Sangster (Trent University), on Thursday March 12. Dr. Sangster is Past President of the Canadian Historical Association, and a prolific scholar in the history of women and gender, and labour history. Her latest book, *100 Years of Struggle: The History of Women and the Vote in Canada* is shortlisted for this year's Dafoe Prize.

Fellows Recognition Award

It is time for us to strike a committee for the Fellows Recognition Award. The previous recipient of this award was Prof. Francis Carroll, in 2016. The Terms of Reference for the award, which is normally given every 3-5 years, has been circulated. We require two Fellows to serve on this committee.

Soup and Bread

For the past two years, Soup and Bread was very ably convened by Micheline Hughes and Erin Millions. It is an important role, for which I am still seeking a new volunteer or two. If anyone is interested in helping out, please let me know.

In the interim, we have three lunchtime lectures scheduled for this fall:

Dale Barbour, October 2

Liv Valmestad, Nov 6

Ariel Gordon (UM Press), Nov 27

“Coffee's On”

After we had some discussion last term about more opportunities to socialize informally at the College, Amy and I would like to trial a new initiative. We will have a pot of coffee made and baking available in the early afternoon on the first Monday of each month in the Senior Common Room. We are asking for volunteers to contribute a modest amount of baking for these events. Amy will circulate reminders.

Writing Tutor Program

We are continuing to offer our writing tutor program in the college Library, beginning this week. Hours are yet to be confirmed by the Academic Learning Centre, but we will circulate that information as soon as we have it. Please share with your students. A

reminder that all students are able to access this service. They do not have to be SJC members.

I received the following data from James Honeyford at the Academic Learning Centre about the first year of SJC's writing tutor program:

"The schedule at SJC was used quite well. For the year, 59% of the available slots were used for writing tutor appointments, which is exactly in line with the utilization rates for our other locations on campus (with the exception of the Dafoe library).

As I monitored the schedule during the winter term, I noticed that most of the days were fully booked until about 24 hours before, and then we saw quite a few cancellations (39% of available slots). This was the case with the other libraries as well, and I think we can increase awareness of our waiting list feature to reduce the number of appointments that go unused.

The students we saw in the St. John's Library location represented a nice cross-section of students:

- 82% undergrad; 15% grad students, 3% extended ed.

- 12 different faculties identified, with U1 (31%), Science (16%), Architecture (13%), and Arts (10%) as the most frequent

- 8 different languages identified as first/home language (plus 11 appointments for students who identified "other"); 49% identified a language other than English."

Chaplain's Report to SJC Council

25 September 2019

Beginning of term brings with it the next revolution in many cycles. Chapel worship has resumed, student support is in demand (often regarding directions to classrooms and buildings at this point), planning of programming with SJC Student Association is underway, and diocesan events are piling up quickly.

- Attended the UManitoba Spiritual Care Advisory Council meeting on 11 September
- Attended the Fall Term BBQ for SJC and SPC students
- At the invitation of the Warden and Dean of Residence: gave the "Sex Talk" at residence orientation
- Working with Muslim Student Association in planning a Christian/Muslim student interfaith awareness event later in fall term
- Planning for this year's *Food for the Journey* is under way
 - Aiming for a theme of the intersection of spirituality and faith traditions with historically marginalized voices
 - Two speakers are committed with invitations for the other slots outstanding
 - Publicity around this event to students has been substantially increased over last year
- Ongoing discussion with the Warden, Development Officer, and the Faculty of Music regarding new pianos for the chapel, allowing for more concert/recital booking in the space while maintaining the tradition of having an instrument available for student usage
- Printed a schedule of liturgies and events in St John's Chapel for the fall term including guest preachers and significant liturgical observances of saints connected to SJC (of which there are more than you might think!)
- Engaged in research and compilation of a list of SJC graduates who are notable figures in the history of the Anglican Church of Canada with a view to recognizing them officially
- Convocation/Founders Day Eucharist is being planned with an alumna, the Revd Julie Collings, observing a significant anniversary as the presider
- Began planning for a cycle of events centred around Rogation/Lammas/Harvest to raise awareness of environmental issues and engage with Agriculture, Environmental Studies, and the wider community
- Continuing work on maintaining and renewing the material aspects of chapel
 - Sourcing new linens
 - Removal of furniture no longer necessary
 - Ongoing discussion about possible installation of a bell
- Presided at Holy Eucharist for the Eve of Ascension Day (29 May) and preached at Choral Evensong (2 June) with *All the King's Men*
- Presided at the wedding of Bret Backhouse and Amy Craddock in St John's Chapel on 28 July
- Assisting with planning the convocation liturgy at Centre for Christian Studies
- Attended ordination of Rachel Twigg-Boyce to the priesthood on 17 June

Bursar's Report to Council September 25th, 2019

The College had a strong summer session, continuing the success of 2018-19.

Financial

BDO Canada conducted their audit of the College during the week of June 10th. Their report and accompanying draft financial statements were presented to the Finance & Administration Committee on September 5th, who have recommended their approval to College Council. For the 2018-19 fiscal year, General Operations posted a surplus of \$79,119 and Theology posted a surplus of \$10,175. This positions General Operations with an accumulated surplus of \$44,395, and Theology with an accumulated surplus of \$54,418.

Summer residence occupancy levels were approximately 61% averaged out over the course of the summer, comprised of regular students, external groups, and international student groups. These were good numbers and position us well for the fall.

Our University budget request has been submitted for the 2020-21 fiscal year. We were asked to strike a budget at the same funding levels as our 2019-20 budget. In order to offset normal salary increases, and not reduce other non-salary expense lines, we had to apply a portion of our previous year "carry-over" funds.

Building Projects

We were once again able to do some maintenance/renovations over the summer. Numerous classrooms and some offices were painted, and we also replaced a large number of ceiling tiles and light lenses in classrooms that were either damaged or very dirty. We also replaced some broken blinds in the smaller seminar classrooms.

Administration

We had our first staff wedding at the College in a very long time! Amy Craddock was married in the St John's College Chapel on July 27th. She has St John's heartfelt congratulations and best wishes.

Dean of Residence Report

Residence Projects

Apart from regular maintenance for upkeep, we only had a few residence projects in mind this summer. Notable ones are building exterior sign, dorm room window repairs and multiple water/drainage repairs.

Ivan Froese and I looked into a few options for large building signs for our residence building. Two signs got installed on North and South exterior walls. As usual, a large number of windows in dorm rooms needed repairs. Ian Park and I contacted Accurate Dorwin and put in several work orders to replace/fix them. Lastly, we have experienced multiple instances of drainage issues in several washrooms/showers in the residence. We had physical plant come in a few times over the summer and repair some pipes, valves and drain.

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

Regular Semester

As of August 21st, we had reserved all our rooms for Fall 2019-Winter 2020. We have maintained a waitlist of approximately 16 students for Fall 2019 and 3 students on our Winter 2020 waitlist. The residence is 73% international and 59% are first year students. We finally have a relatively balanced ratio of male and female students (56 male and 44 female). It is also worth mentioning that 36% of the students are returning from last year.

In an effort to show how diverse our student body really is, here is a list of countries/provinces our students are from this year:

Country/Province/Territory	No. of Students	Country/Province/Territory	No. of Students
MB (Winnipeg, Brandon, Cartier, Killarney, MacGregor, Morden, Portage la Prairie, Roblin)	12	Malaysia	1
ON (Orangeville, Kenora, Oakville)	4	China	15
BC	2	Hong Kong	3
NL	1	Russia	2
First Nations (Wasagamack, Poplar River, Cross Lake,	5	South Korea	3
USA (MN, NY)	5	Ukraine	1
Kenya	2	Vietnam	1
Ghana	8	Taiwan	2
Zimbabwe	4	Egypt	1
Nigeria	13	Azerbaijan	1
Zambia	2	Bangladesh	1
Mongolia	2	Sri Lanka	1
Uganda	1	Pakistan	2
Togo	1	India	3

Here is a list of faculties for residents (to the best of my knowledge):

Faculty	No. of Students	Faculty	No. of students
ICM	24	Food Science	1
University 1	23	Extended Ed	1

Science	14	Social Work	1
Food science	1	Nursing	1
Engineering	1	Law	3
Computer science	8	Masters – City Planning	1
Business	5	Masters - Computer Science	1
Psychology	3	PhD Economics	1
Political Studies	1		
Arts	4		
Economics	1		
ELC	1		
Physics	2		

Summer Session

We had a lot of traffic this summer. Starting early June till the end of August, we had several groups stay with us, namely MITT (17 students), Engineering (22 students), Diocese of Rupert's Land (31 guests), Health Quest (16), Math Camp (25) and IEP (40 students). In addition, we had around 40 regular students in average all summer. In May, we were approximately 50% full, June at 52%, July at 59% and August at 73% on average.

Residence Activity

For the 2019-2020 academic year, the dons are:

- David Pollock
- Seungyeon (Julie) Yoon
- Riley Coulter
- Andrew Weber

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 19th. Currently we have Hugo Ko and Lillian Wood as Co-Presidents for the council. They will be joined by a Financial Director, Communications Director, Yearbook Editor and 4 Hallway Representatives after the election.

The first House Meeting was a success. The Residence Contract, Sexuality and Multiculturalism were the main focusses at the meeting.

Happy to answer any questions. Thank you.

Development Officer Report to Council
September 2019

Fundraising

- Gearing up for the Fall campaign

Capital Campaign

- Working with the Development Committee to put policy and procedures in place.
- Inviting people to be a part of the campaign cabinet
- Met with four people to discuss their involvement/donation to the campaign.

Alumni/Stewardship

- Continuing to visit with Johnians.
- Over the summer we visited alumni/friends in Selkirk and are planning more local visits over the fall.
- Chris and I are planning to be in Ottawa/Toronto during the week of 11th-16th November for alumni/donor visits

Special Events

- The Lunch and Lively Conversation will be held on the 20th September. We have Annette Desmarais speaking on food insecurity.

Marketing/Communications

- The latest issue of In Lumine is being prepared. As it will include convocation it will not be mailed until December
- Putting together an e-newsletter.

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

- 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.
- External Relations has asked us to include our contribution to the Front and Centre campaign during our Homecoming events. SJC's contribution is \$1,707,643.47.

Respectfully submitted by:

Jackie Markstrom
12th September, 2019



ST JOHN'S COLLEGE

ESTABLISHED 1866

Registrar's Report September 2019

The first Saturday of June we had an information table at "Next Steps", previously known as Head Start. This was a well-attended event, with many students with their parents stopping by our table for information on the College, with some asking for, and receiving, a tour of the residence.

In mid-July, as part of the University of Manitoba's orientation programming, we had an information table, and I partnered with St. Paul's College, to give a presentation on the benefits of College membership, at a new event, "Getting Good Grades." This was the first time this event was held, and its focus was on the extras of University life that help students engage and succeed, such as chaplaincy, student groups, and other student life involvement. Fayaz joined me at our information table and we found, as well as during the presentation, that we were mainly talking with students who had already joined the College.

Welcome Day was on September 3. This year I did not have an information table as the SJCSA had one at the UMSU info fair. While Welcome Day is usually one of our best days for recruitment, by all accounts, the SJCSA table was visited several times more than ours has ever been during the regular info fair. I shall definitely be getting them more involved at upcoming events like Evening of Excellence on October 29.

At the time of writing this report, Matriculation is coming up on September 22 at 3:00 pm in the Chapel. Preparation is well under way. As a reminder, all are invited to attend to welcome new members to the College.

October 29th from 6:00 – 8:30 pm is Evening of Excellence at the UofM. This is an orientation evening for grade 12 students who are expected to apply for early admission, and their parents. This is often one of our better events to start getting name recognition so we will once again have an information table there.

The 153rd annual Convocation is on November 3rd. You all should have received an invitation. If you have not, please let me know and I will send you one. If you have received your invitation but you have not yet replied, please send in your reply card to me as soon as possible, but no later than October 10.

Sherry Peters
Registrar

St. John's College Student Association September Report

This year University of Manitoba Student Union invited St. John's College Student Association to be a part of student tabling during orientation that took place on September 3rd. During the event SJCSA handed out a variety of promotional items, such as pens, lanyards, and notebooks. Based on the amount of college informational sheets that were handed over two hundred students came by. We are hopefully that this attracted new students to the college.

The overall response for jumpstart, that was held on September 7th was positive. Attendance numbers did increase as the day went on, however less students are attending every year. Poor weather is most likely a contributing reason.

SJCSA is starting the year off with fifteen members and we are still planning out the events for this year.

Thank you,
Susanne Schwickart
SJCSA Senior Stick