

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 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

5. 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 – The Bursar presented the summary of the investment report for information.
- d) Meeting Dates – For approval. We may need to revisit the dates.
- e) Membership statistics – 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