

# **ST JOHN'S COLLEGE ASSEMBLY Agenda**

**For the meeting of September 21, 2021 @ 2:30 pm via Zoom**

**1. Approval of the Agenda**

**2. Approval of the Minutes of the meeting on May 4, 2021.**

**3. Business arising from the Minutes of the May 4, 2021 meeting**

**4. New Business**

- a) Motions from Membership Committee
- b) Membership on Committees of Assembly
- c) Budget
- d) Re-opening of the College

**5. Other Business**

**6. Reports**

**a) Reports from College Officers**

**Warden**

**Dean of Studies**

**Chaplain**

**Bursar**

**Dean of Residence**

**Development Officer**

**Registrar**

**b) Report from Senior Stick**

**7. Adjournment**

## **St. John's College**

### **Warden's Report to Assembly, September 2021**

I officially started as Warden on July 26, and have spent the intervening two months familiarizing myself with the different aspects of the job, and meeting or reconnecting with people from across the SJC community. I have had individual meetings with each member of the administrative staff, as well as with many Fellows, students, and members of College Council. I have met with Chancellor Woodcroft, and attended the ordination of Rev. Diane Lee, where I was introduced to a number of people associated with the Diocese of Rupert's Land and Anglican community. I have also connected with administrators, staff, and faculty from across the University of Manitoba, such as from the upper administration, University Libraries, and the Indigenous Student Centre, and began representing the College at meetings of the Arts Faculty Council and University Senate. There have also been quite a few orientation and "onboarding" events on my schedule. In addition to getting oriented, I have been primarily focused on the following issues:

#### **Covid-19 Pandemic/SJC Reopening**

In keeping with the phased reopening plan introduced by the University of Manitoba over the summer, with the start of the fall academic term, the College re-opened at 60% capacity. Depending on how things progress with the pandemic throughout the fall, and what is mandated by the province and university, we will continue to expand capacity by 10% each month with a return to 100% by January 2022. Staff have returned to campus according to a rotating schedule; we continue to have students living in the Residence; some fellows and students are working or teaching/taking classes in the building; the Daily Bread Café is open for business, and requests for room bookings and catered events are increasing daily. The College is also adhering to U of M protocols and provincial public health orders on masking, social distancing, and proof of vaccination. We are already checking vaccine status in the Daily Bread and at catered events, and will expand enforcement of the institutional vaccine mandate according to the U of M schedule throughout the fall.

#### **Academics**

As part of the College reopening process, I am working with the Dean of Studies, Senior Stick, and the committees of Assembly to revive academic programming and find ways to promote student success, both virtually and increasingly in person. The Schultz Lecture Theatre has been designated a student study space, and, with student safety and public health regulations in mind, we are examining the possibility of once again renting study carrels. A few student groups are holding meetings and events in the College. On Sept. 11, I attended the SJCSA's successful Jumpstart back-to-school BBQ on the Daily Bread patio, and on Sept. 14 we were able to hold Matriculation in the Chapel – our first in-person ceremony since the start of the pandemic. Four staff and approximately ten students signed the book of membership and formally joined the College, and the event was also streamed online. We hope to be able to conduct the Warden Installation (Oct. 7) and Convocation (Nov. 7) in the same hybrid fashion.

### **New Residence/Capital Campaign**

One of my top priorities since becoming Warden has been to familiarize myself with the ongoing effort to build a new residence at SJC, and to work with the development staff, our campaign consultant, Katerina Kupka, and the Fundraising Steering Committee, to ramp back up the capital campaign that will support the project. I have reviewed the existing schematics, spoken to the FT3 architects who developed them, and consulted with members of the Building Committee, and am assessing what changes to the design or vision for the project might result from the recent events of the pandemic. Along with Jackie Markstrom, I have already met with a number of donors to the College, as well as representatives from other possible avenues of support for the campaign like the Winnipeg Foundation. I offered my first “Warden’s Word” in the e-newsletter that went out in late August, and will continue connecting with alumni throughout the fall via virtual reunions and planned trips to Ontario and Quebec.

### **Thank you**

It has been a busy, productive, and enjoyable first few weeks as Warden. I want to record my thanks to everyone associated with the College for the very warm welcome and the invaluable assistance I have received since starting the job.

## Dean of Studies Report to Assembly September 2021

### Membership

As Chair of the Membership Committee, I'm bringing forward five nominees from the committee for election as Fellows:

#### Visiting Fellows – 1 yr trial period towards Senior Fellow positions

**Dr. Sarah Teetzel** is an Associate Professor in the Faculty of Kinesiology and Recreation Management, where she just completed several years as Associate Dean (Undergraduate Education). Prof. Teetzel's research emphasizes human rights in sport and ethics in sport leadership. Her scholarship has been funded by SSHRC, the International Olympic Committee and the World Doping Agency.

**Dr. Suzanne McLeod** is a new Assistant Professor in the School of Art, teaching Indigenous Art History. Prof. McLeod has worked extensively with educators, governments, arts organizations, and Indigenous and settler communities in support of Indigenous culture, mental health and healing, education, and capacity building. In 2020, she earned her PhD (With Distinction) from the University of New Mexico's Art in the Americas program.

#### Visiting Fellow – 1 yr

**Dr. Melanie Unrau** is a poet and a SSHRC Postdoctoral Fellow in the Department of English and Comparative Literature at Columbia University. She is currently based in Winnipeg, and affiliated with the Institute for the Humanities. She is working on "The Rough Poets: Petropoetics and the Tradition of Canadian Oil-Worker Poetry," a book project under advance contract with the Rural, Wildland, and Resource Studies Series at McGill-Queen's University Press. Dr Unrau is a former Visiting Fellow at St John's.

#### Adjunct Fellows

**Dr. Jamila Ghaddar** is a SSHRC Postdoctoral Fellow working under the co-supervision of Prof. Greg Bak, a Fellow at St John's, and Raymond Frogner, Director of Archives at the National Centre for Truth & Reconciliation. Her project is entitled "Responding to the Call: Canadian archival decolonization for land, law & sovereignty." It focuses on how the Canadian archival community has engaged the Truth & Reconciliation Commission's Calls to Action, in particular Calls #71 to #74 on "Missing Children and Burial Information."

**Dr. Lauren Kepkiewicz** is a Banting Postdoctoral Fellow working with Prof. Annette Desmarais, St. John's Fellow. Her research project, "Building Relationships across Difference through Food Sovereignty in the Canadian Rockies," examines how Bow Valley communities in Alberta use food sovereignty to build relations and create ecologically and socially just food systems. Her most recent publication is "Whose land? Complicating settler understandings of land in Canada." This year she was given the Bow Valley Food Alliance Outstanding Citizenship Award.

### **Gardening Club**

We ran our gardening club for most of the summer. Participation was not as strong as we had hoped, but for part of the early summer outdoor restrictions made it difficult to gather. Chaplain Helen Holbrook has done a lot of the work, and a few Residence students have made regular contributions. I'd like to thank them and Fellows, especially Michael Minor, who have supported the project. We are having a fall clean-up and pizza gathering on September 23<sup>rd</sup> at 3:00.

The Development Office is undertaking fundraising for a Healing Garden the group has discussed.

### **SJC Committees**

The committee membership roster has been updated and is attached for your interest (I previously circulated it via email as well).

### **Opening of Term Reception**

Some Fellows responded to an email query I sent about their interest in an in-person start of term reception. There were a range of responses, but it is clear that many Fellows are still working remotely and rarely on campus; others feel unsafe at this time attending in person. However, some of us are comfortable doing so, and we will hold a welcome back event for interested staff and Fellows on **Tuesday September 28<sup>th</sup> at 3:30**. Please take the time to RSVP to [amy.craddock@umanitoba.ca](mailto:amy.craddock@umanitoba.ca) so that we know how much food and beverage to order. We will gather in the back half of the SCR, with access to the roof deck patio.

## **September 2021 Report to St. John's College Council**

### **Residents**

Throughout the summer I met individually with a few residents, and we started a meditation group. Over the summer a few residents did help with the garden. I have discussed with Fayaz hosting one Saturday a coffee/tea cookie event in October.

### **Student Council**

Just started up with meetings. I will attend meetings on Tuesday evenings, and I hope to attend future events.

### **On-line services**

Offer Celtic Daily prayer on Tuesday and Thursdays.

### **Chapel Services**

Chapel meditation: Will begin in September of 2021 twice a week 15 to 20 min at 12 noon. Next week I will begin a Communion service every Wednesday.

### **University of Manitoba Chaplaincy Group**

Just some discussion over an on-line celebration of the beginning of in class classes (of 20 or less) in the Fall, more to come.

### **National Day of Reconciliation**

Still putting the details together. On September 30<sup>th</sup> there will be a one-hour time of silence in the Chapel. I will be placing orange ribbons, candles, and shoes. Over the one-hour period, 15 to 20 min will be livestreamed and available on line to watch. I am hoping 11 am to 11:20 am for the livestream and the hour 11:00 am to 12 pm. All are welcome to the Chapel.

### **Micro course discussion**

I am hoping we could offer one on Health Care Ethics in 2022.

### **Wechetowin (people helping people)**

I have met with the Anglican Indigenous group Wechetowin and they would like to have an outdoor sharing circle, teaching in October, details to come. The group did write up some welcome cards for our new residents.

### **Theology**

Heather McCance left her position a few months ago. Allison, Bishop Geoff, and Ivan have all been discussing the future of this position. Currently I am assisting with some of the administration needs. Eventually decisions will be made.

### **Save the Date – Chapel Fund Raiser**

Jazz Christmas evening – Robert Burton and Jazz music students. Date: December 9<sup>th</sup> 2021, 7:00 to 8:30 pm. Includes reception afterwards.

### **Food for the Journey**

October 16<sup>th</sup> 1 Day workshop – Grief Buddy Training – Facilitator Rev. Helen Holbrook

November 27<sup>th</sup> – 9 am to 11:00 am , Advent Traditions, Ritual, - Still working on this. Breakfast – Facilitator – working on it.

I will be working on another list of presentations – End of January, Beginning of March and one in May.

### **Overall**

It has been great to see more people around the campus. However, with the 4<sup>th</sup> wave still leading us to be cautious. There is a sense we are moving towards a fully opened university in January.

Submitted by Rev. Helen Holbrook SJC Chaplain

## **Bursar's Report to Assembly, September 21, 2021**

### **Update on CEWS**

In June, our appeal was filed in tax court. We are still waiting for the Crown to assign counsel to our case so that our solicitor can begin communications with them to resolve this before it goes to trial.

### **Financial**

As you may recall, Assembly previously passed a motion to delay the development of the 2021-22 Operating budget until such time as the CEWS matter was resolved. In the meantime, and since it has remained unsettled longer than we anticipated, we have completed the work on a version of the budget that assumes the decision against us will be overturned. If we are not successful, we have a version that will reflect that scenario as well. We will be ready to present either version to Assembly as soon as we are able.

Until that time, and as we await a resolution of our CEWS appeal, we continue to constrain our discretionary spending. In a normal budget year, the summer months are somewhat lean in terms of cash flow. During a pandemic, that is felt even more acutely. As our Residence numbers continued to decrease and we had no summer groups at the College, we found ourselves needing to take proactive measures to bridge us until September. As such, at the end of June Council passed the following motion from the Finance & Administration Committee:

**MOTION from the Finance & Administration Committee:** That College Council authorize Administration to borrow up to \$250,000 from the St John's College investments, to be paid back upon the successful resolution of the CEWS appeal. If it is not successful, this matter would be revisited and a re-payment plan through operating revenue would be established once normal revenues have resumed sometime during the 2021-22 Academic term.

With the start of the fall term and the beginnings of the very gradual phased re-opening, we have seen our activity in the DBC increase, and bookings for small events and catered receptions have started to come in. Also, our Residence occupancy rate is slowly moving in the right direction and beginning to increase, and 1st term fees are coming due. The Registrar's Office is requesting to book study space in the Schultz Lecture Theatre. Increased numbers in the Residence and the College buildings generally, is key to stabilizing our financial position so we are pleased to be seeing these numbers start to trend upwards.

- Draft Audited Statements for the 2020-21 fiscal year were received from BDO Canada on September 16<sup>th</sup>. Finance & Administration will meet on September



21<sup>st</sup> to review and discuss them and recommend their approval to College Council.

- This past week we submitted our 2022-23 Planning And Budget Submission to the University.

## **Operations**

Our Residence continued its operations throughout the summer. As did our Food Service Staff who were needed to prepare their meals. Whenever Provincial Public Health Orders have allowed, our Daily Bread Café has been open. Most administrative staff came to the office occasionally when required by their work, or to meet with other staff to remain connected. Everyone has done a great job under these difficult circumstances keeping our operations moving forward as robustly as possible within the constraints of the pandemic restrictions around us, and in a way that has ensured the safety of everybody involved.

The most significant development of the summer was the arrival of our new Warden! Allison began on July 26<sup>th</sup>, and I have been back on campus on a mostly fully time basis, working together with her since then. I wouldn't want to speak for her, but from my perspective it's been an incredibly smooth and seamless transition and she has settled in with our College group as well as within the senior leadership of the university remarkably quickly. All during the challenging circumstances of the pandemic. It's been a great experience getting to know her and I'm very much looking forward to continuing to work with her as she leads the College.

More broadly, the rest of the admin staff have returned to some regular days in the office. As of September, the university is encouraging units to have staff return to campus at a rate of 60%, slowly increasing each month with an aim of a full return to campus starting in January. We have a rotating schedule that results in most staff being in the office 3 days/week. Fellows are also permitted to return to the College and resume using their office space if they would prefer.

We have very few in person classes being offered in the College, but our Galleria is open as study space and the Schultz Lecture theatre may be soon as well. We are also exploring the possibility of opening our large study carrel room on a limited basis, safely distanced.

Logistics surrounding the recently announced University Campus Vaccine Mandate are also being worked out. We are already scanning people's QR codes in the Daily Bread Café and at catered events (as per Provincial Health Orders) and are communicating to staff and Residents what will be required of them in terms of providing vaccination proof once the policy takes effect. Details are still emerging regarding what will be required of people who refuse to get vaccinated but still want to be on campus.

## Dean of Residence Report – September 15, 2021

### Residence Projects

A large number of residence maintenance tasks were completed over the summer. Notable ones are window blinds, doors, mattresses, bedframes and paintjobs.

Ian Park ordered new blinds and they were installed in rooms that needed replacing. University Physical Plant was contacted to have some of the dorm room door locks checked and repaired. We ordered bedframes (10), mattresses (20) and common room sofas (approx. 6) as these needed to be replaced. As usual, we also got paint work done in various rooms.

We are waiting to hear from Accurate Dorwin to repair windows in some rooms. Lastly, the pool table in the residence common room requires re-felting and is scheduled to be done on September 28<sup>th</sup>.

### Regular Semester

We are still looking into all our recruitment channels to fill as many rooms as possible. Currently we have 25 students in the residence. The residence is 63% international and 32% 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 14 of the students are continuing residents or returning from past years.

Here is a breakdown of countries/provinces/territories our students are from this year:

<b>Country/Province/Territory</b>	<b>No. of Students</b>
MB (Winnipeg, Neepawa, Swan River, Wasagamack, Cross Lake, Negginan)	8
ON	1
BC	1
Ghana	2
Sudan	1
Zimbabwe	2
Nigeria	2
Gambia	2
Bangladesh	1
Hong Kong	1
Taiwan	1
Pakistan	1
Malaysia	1
Turkey	1

### Summer Session

This summer was very quiet due to the effects of uncertainty caused by Covid-19, but we have continued to slowly increase our numbers since July. We had only 2 short stay students (Wawatay Program) during the summer.

## Residence Activity

For the 2021-2022 academic year, the dons are:

- Leslie Chuku
- Tawananyasha Matizanadzo
- Tatenda Munodawafa

They've taken to their duties and responsibilities well so far, and I'm excited to work with them this year.

Residence Student Council is holding elections on September 23<sup>rd</sup>. Currently we have Raihanah Rahim and Adaezechukwu Iheanacho 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 Assembly  
September, 2021

**Fundraising**

- To date raised: \$110,362.13
- Working on the Annual Appeal.
- There is an outstanding amount of approximately \$200k to come in from one of the estates likely to be received early 2022.
- We received a bequest of over \$81,000 - \$40,581.98 to the Marilyn and Walter Jones Bursary and \$40,581 per the Development Committee recommendation.

**Alumni/Stewardship**

- Have been visiting with a few alumni/donors with Allison.
- Continuing to make phone call and email connections to alumni/donors.
- Planning trips to Toronto, London, ON, Ottawa and Montreal later in the fall.

**Special Events**

- We are hosting virtual reunions during Homecoming week.
- Lunch and Lively will be held virtually with a limited number of in-person attendees on the 24<sup>th</sup> September. Allison will be presenting on women spies during WWII

**Marketing/Communications**

- An e-newsletter will be out sometime later in October.
- We have been receiving positive response to the e-newsletters.
- Please send any content to Theresa Morgan in the Development Office.

**Staffing**

- We have applied and were successful in receiving a Work Study placement this Fall term. Interviews are taking place.
- Theresa is coming up to her first anniversary and is taking on more responsibility with communications.
- Elnora Wiebe continues with inputting donations, generating tax receipts and reports.

**Capital Campaign**

- Meeting weekly with the consultant, Kat Kupca.
- Allison continues to meet with prospective cabinet members and donors.

Respectfully submitted by:  
Jackie Markstrom  
15<sup>th</sup> September, 2021



# ST JOHN'S COLLEGE

ESTABLISHED 1866

## Registrar's Report September 2021

I continue as Acting Awards Clerk. Our application numbers are not as high as last year, but they are still higher than in past years. I do not have exact numbers at this time, but I should for our next meeting.

Matriculation was held on September 14. We had several students attend and 10 of them signed the register. Fayaz, Helen, and Theresa also matriculated, as did our own Warden. Much thanks to Amy in helping out with bookings, logistics, and acting as our usher, Theresa for helping with the technical aspects and the livestream, and special thanks to Ian and our Food Services team for a wonderful reception after.

The installation of Allison as Warden will be on October 7. If you would like to attend, please RSVP to me at [sherry.peters@umanitoba.ca](mailto:sherry.peters@umanitoba.ca) to reserve your spot.

In lieu of the usual Evening of Excellence at the end of October, the U of M is once again having an online open house. Fayaz and I are working on a short introductory video for the event as well as to add to our website. The overall experience of these online events is that students would rather watch a short video than participate in the online chat feature, so while Fayaz and I will be available for the chat, we are hopeful that this video will reach more students.

Sherry Peters  
Registrar