

ST JOHN'S COLLEGE ASSEMBLY Minutes

For the meeting of May 4, 2021 @ 2:30 pm via Zoom

Present: C. Trott, S. Peters (Secretary), M. Minor, A. Desmarais, S. Close, A. Lindsay, D. Oliver, B. Collins, L. Kuffert, E. Jones, H. Holbrook, D. Watt, R. Thomas, C. Penner, G. Bak. B. Hallman, B. Duncan, C. Piotrowski, H. Enns, J. Dueck, J. Weimer (Chair), D. Carr, I. Froese, L. Wilkinson, K. Markstrom, M. Evans, J. Markstrom

Regrets: J. James, L. Valmestad, B. Cantelo, F. Hasan

1. Approval of the Agenda

MOTION: That the agenda be approved as distributed.

D. Watt / D. Oliver

CARRIED

2. Approval of the Minutes of the meeting on March 17, 2021.

MOTION: That the minutes of the meeting of March 17, 2021 be approved as distributed.

D. Oliver / B. Collins

CARRIED

3. Business arising from the Minutes of the March 17, 2021 meeting

None

4. New Business

- a) Motion from Finance and Admin – The Bursar presented the motion on behalf of Finance & Admin. To defer the approval of the budget until more information has been received. We will likely have to call an extraordinary meeting in June to approve the budget.

MOTION: The Finance & Administration Committee recommends to Assembly that the 2021-22 fiscal budget be delayed until such time that clarity is received from CRA regarding St John's eligibility for the CEWS program, which is currently under appeal. Until such time (beginning of June), the College will continue to operate as it has been throughout the pandemic: Restricted discretionary spending and overall spending that is reduced in proportion to its current limited operations. Spending initiatives that can be initiated within the changing operational restrictions, that support students and aid in furthering the mission of the College will be approved by Administration on an ad hoc basis.

CARRIED

- b) Motions from Membership Committee. The Dean of Studies presented on behalf of the Membership committee for the election of two adjunct Fellows:
MOTION: That Adolf Ng and Brandon Trask be elected as adjunct Fellows.

CARRIED

MOTION: That Julia Anne Marie DeSantos be elected as Visiting Fellow for the period of one year.

CARRIED

- c) Gardening Club – The Dean of Studies presented the Gardening Club, putting out a call for volunteers to help make the grounds around the College a welcoming place, a chance to get together outside during the pandemic, as a social time. It is flexible and not a great deal of time commitment. It is meant to be fun, relaxing, and social.
- d) Micro-Credentials – There are three proposals currently being considered, one on ethics for health professionals, one on workshops on pandemics and understanding them, and the third is on social justice work. We can run some of these programs through our Faculty of Theology which means the College would get all of the money from fees. The program Helen wants to run, on ethics for healthcare professionals, and the social justice workshops might work in there as well. Caroline Piotrowski, Annette Desmarais, Michael Minor, Bonnie Hallman, Susan Close expressed interest in participating in the social justice workshops. The question was raised that if the Social Justice workshop was through Arts, would that create a conflict with the Arthur Mauro Centre and the Centre for Social Justice M.A. There is a lot of support for running the program in house.
- e) Meeting dates for upcoming year – The Registrar presented the scheduled meeting dates for the upcoming academic year.
MOTION: That the proposed meeting dates for the upcoming year be approved.
B. Hallman / I. Froese
CARRIED
- f) Membership statistics – The Registrar presented the membership statistics for the past year. It is worth noting the pandemic has had a definite impact on our numbers.

5. Other Business

None

6. Reports

a) Reports from College Officers

Warden – See Attached

Dean of Studies – See Attached

Chaplain – See Attached

Bursar – See Attached

Dean of Residence – See Attached

Development Officer – See Attached

Registrar – See Attached

b) Report from Senior Stick

7. Adjournment

MOTION: That the meeting be adjourned.

C. Piotrowski / I. Froese



ST JOHN'S COLLEGE

ESTABLISHED 1866

Office of the Bursar

Motion for Assembly re: 2021-22 Operating Budget

Background

After having considered the current financial circumstances of the College, the Finance & Administration Committee feels that the best course of action at the moment is to postpone striking a budget until we have a resolution with CRA regarding our CEWS claims.

Just to refresh your memory, the College had been successfully making claims until December, when CRA suddenly decided to label us a public institution because of our affiliation with the UofM, even though our entire claim is predicated on College only operations and salaries and wages. The College solicitor is engaging with them on our behalf and developing our appeal, which they feel we have a good chance of winning. We hope to have a resolution on this by the beginning of June.

The result of this decision has a decidedly material impact on our budget, so there isn't a lot of value in passing something based on assumptions that may be significantly different in a few weeks. Notwithstanding the CEWS issue, we are planning to strike a budget that is based on a 50% occupancy in the Residence for the fall term, and back to 100% occupancy for the winter term, when classes are scheduled to resume full in person instruction. Catering will be down, as will sales in the DBC. It will be a difficult budget year, and we will need to ask Council to set parameters that allows us to strike a deficit budget. We just don't know how much at this point.

In the interim, the Finance & Administration Committee passed the following motion for Assembly to adopt:

MOTION: The Finance & Administration Committee recommends to Assembly that the 2021-22 fiscal budget be delayed until such time that clarity is received from CRA regarding St John's eligibility for the CEWS program, which is currently under appeal. Until such time (beginning of June), the College will continue to operate as it has been throughout the pandemic: Restricted discretionary spending and overall spending that is reduced in proportion to its current limited operations. Spending initiatives that can be initiated within the changing operational restrictions, that support students and aid in furthering the mission of the College will be approved by Administration on an ad hoc basis.

St John's College

2020/2021 Assembly Meeting Dates

Assembly Executive

(Warden, Dean of Studies, Chair of Assembly, four members elected by and from Assembly and a student)

Tuesday	September 14, 2021	@ 2:30 p.m.
Tuesday	November 2, 2021	@ 2:30 p.m.
Tuesday	January 11, 2022	@ 2:30 p.m.
Tuesday	March 8, 2022	@ 2:30 p.m.
Tuesday	April 26, 2022	@ 2:30 p.m.

Assembly

Diocesan Council representatives on SJC Council are members of SJC Assembly.

Tuesday	September 21, 2021	@ 2:30 p.m.
Wednesday	November 17, 2021	@ 2:30 p.m.
Tuesday	January 18, 2021	@ 2:30 p.m.
Wednesday	March 16, 2022	@ 2:30 p.m.
Tuesday	May 3, 2022	@ 2:30 p.m.

St John's College

2020/2021 Council Meeting Dates

Council Executive

(Chancellor, Warden, Dean of Studies, Chair of Council and Chair of Assembly).

Tuesday	September 14, 2021	@ 3:00 p.m.
Tuesday	November 2, 2021	@ 3:00 p.m.
Tuesday	January 11, 2022	@ 3:00 p.m.
Tuesday	March 8, 2022	@ 3:00 p.m.
Tuesday	May 3, 2022	@ 3:30 p.m.

Council

Diocesan Council representatives on SJC Council are members of SJC Assembly.

Wednesday	September 29, 2021	@ 5:30 pm
Wednesday	November 24, 2021	@ 5:30 pm
Wednesday	January 26, 2022	@ 5:30 pm
Wednesday	March 23, 2022	@ 5:30 pm
Wednesday	May 18, 2022	@ 5:30 pm

Membership Statistics for 2020

	<u>Dec. 2019</u>	<u>Dec. 2020</u>
Agriculture and Food Science (7)	19	15
Architecture (9)	17	10
Arts (1)	107	90
Asper School of Business (6)	37	27
Dental Hygiene (20)	1	0
Dentistry (17)	9	8
Education (8)	17	11
Engineering (3)	50	40
Environment, Earth, and Resources (28)	18	16
Extended Education (26)	17	11
Fine Arts (15)	13	14
Graduate Studies (16)	106	93
Health Sciences (was Human Ecology) (29)	11	11
Kinesiology and Recreation Management (22)	12	10
Law (10)	21	16
Medical Rehabilitation (19)	0	0
Medicine (5)	33	32
Music (21)	2	3
Nursing (13)	48	49
Pharmacy (11)	6	9
Science (2)	189	149
Social Work (12)	10	9
University 1 (27)	77	34
Total	807	661

St John's College
Warden's Report to Assembly
May 4, 2021

Since the last Assembly I have been involved peripherally in the hiring of both my successor at the College and in the Native Studies Department (March 31). I would like to thank the Warden Search Committee for the fine job they did in moving through the process to a successful conclusion.

On March 19 I had a conversation with the Vice-Provost Libraries, Lisa O'Hare. I was worried that we were going to see yet another attempt to close our College Library. Quite the contrary. She had heard that we were considering redeveloping the south side of the third floor in our academic building. She wants the libraries to be part of the process to rethink and reconceptualize the use of their space on that floor alongside of our plans. There is no intention to remove any of our collections at this time, largely because they would simply go into storage and the library may as well store them on our shelves as anywhere else. Further, one of the lessons from the pandemic has been that the subject librarians do not actually have to be in Dafoe to do their work, and she is considering placing a professional librarian back into the College. I told her that under our statutes, the librarian is an officer of the College, sits on Assembly and would be a welcome member of our Fellowship.

I continued to teach my last course on "Inuit Literature in Translation".

- 1) Attended via Zoom an Inuit Qaujimajaqtuqangiit Conference at McGill, March 19
- 2) Attended the Rupert's Land News Board, March 23
- 3) Attended the COVID Memorial service for the University, March 23
- 4) Continued to participate in the negotiations with University College of the North over establishing a Northern Research Institute, March 23
- 5) Attended Capital Campaign Committee meetings, March 25, April 23, April 30
- 6) Chaired U of M Press Board, March 26, April 9, April 29
- 7) Attended via Zoom the Opening of Qaumajuq, March 25, 26
- 8) Participated in the College Good Friday Stations of the Cross
- 9) Interviewed a postulant for ordination for the Diocese of Rupert's Land
- 10) Attended Senate, April 7
- 11) Attended Our Path to Reconciliation Workshop, April 8
- 12) Attended SJCSA on-line Graduation Event, April 10
- 13) Co-chaired Anglican-Mennonite Dialogue Zoom call, April 14
- 14) Attended Arts Faculty Council, April 14
- 15) Met with President Benarroch, April 15
- 16) Attended Zoom Leaders of the Future Gala for Manitoba Museum, April 15
- 17) Attended Senior Executive Retreat, April 16
- 18) Hosted 3 "Chats with the Warden" via Zoom, April 20, 21, 27
- 19) GOT VACCINATED, April 21
- 20) Attended Diocesan Council, April 22
- 21) Attended SJC Building Steering Committee, April 30
- 22) Attended Native Studies Department Retreat, May 3
- 23) Attended Joint Meeting of Campaign Committee, May 4

Bursar's Report to Assembly, May 4th 2021

Update on CEWS

The College solicitors have officially objected to the ruling against us by CRA, which denied our claims on the grounds that we are a public institution. They are presently preparing our appeal and will submit that within the prescribed 90 days they have to do so following the objection. We are hopeful that this will be resolved at some point in June. During this time, on the advice our solicitors, we continue to make our CEWS claims for the record, and in hope and anticipation of the CRA ruling being reversed.

Financial/Budgeting

Until we have a resolution to our appeal with CRA regarding our CEWS claims, there isn't a lot of value in passing a budget based on assumptions that may prove to be significantly different in a few weeks time. Because of this, we are delaying our 2021-22 Operating Budget until such time that a final decision is rendered. Notwithstanding the CEWS issue, we are planning to strike a budget that is based on a 50% occupancy in the Residence for the fall term, and back to 100% occupancy for the winter term, when classes are scheduled to resume full in person instruction. Catering will be down, as will sales in the DBC. It will be a difficult budget year, and we will need to ask Council to set parameters that allows us to strike a deficit budget. We just don't know how much that will be at this point.

Operations

A growing number of our staff have now received their first vaccine dose. This is very encouraging, and particularly so for our Food Service and Housekeeping staff. It automatically reduces the risks for operating our Residence and we hope this trend continues. However, because of the recent rise in case numbers, recruitment will continue to be a challenge – at least for May and June.

Warden Search

The hiring of Dr Allison Abra as the next Warden & Vice Chancellor is now official, with the University of Manitoba Board of Governors confirming the appointment made by College Council on the recommendation of the Bishop. Letters of offer and employment agreements have also been signed, confirming her start date of July 26th 2021. I'd like to thank the members of Assembly for their engagement in the entire process, and their support of our incoming Warden.

Allison is excited for this opportunity, as is St John's College and the University of Manitoba. Every bit of feedback I have received regarding her appointment has been overwhelmingly positive.

Dean of Studies: Report to Assembly/Council May 2021

Membership

As Chair of the Membership Committee, I'm bringing forward two motions from the committee, recommending the election of Adolf Ng and Brandon Trask as Adjunct Fellows.

Adolf Ng was until recently a SJC Fellow. In the past year, he has left his position at UM, and is currently a Professor in the Division of Business and Management, Beijing Normal University-Hong Kong Baptist University United International College. He wishes to maintain his relationship with SJC.

Brandon Trask is an Assistant Professor in the Faculty of Law. He earned his undergraduate law degree at University of Manitoba, and then went on to do graduate work at University of Toronto. He is a former Crown Attorney for the Provinces of Nova Scotia, and Newfoundland and Labrador. As a student, he was a member of SJC. Prof. Trask has recently been elected Vice-President of UMFA.

Gardening Club

SJC is starting a Gardening Club, which is open to staff, faculty, students, and alumni of the College. We began recruiting this week. I've already received a number of emails wanting to join the group from students, alumni, and faculty. Myself, Jackie, Helen and Chris will be meeting on May 10th with UM groundskeepers, who have been very supportive of the idea, offering to help us with tools and supplies. I hope this club will be a way we can see each other in a safe environment. There is no pressure to make a big time commitment, or to have any knowledge or experience gardening. Please check the SJC social media feeds for more information in the coming weeks.

SJC Committees

The committee membership roster has not been updated in some time. I've started working on rotating the committee memberships. Normally, each Fellow is asked to serve on one committee. This includes our Adjunct Fellows. If anyone is interested in serving on a particular committee (or not serving) or would like more information, please send me an email. I'd like to finish new committee appointments in the next month or so, and will be in touch with each of you individually. The final committee roster will be approved at the September Assembly, but you may be asked to attend committee meetings before then.

Development Officer Report to Assembly
May 2021

Fundraising

- Annual fundraising is off to a slow start in the new fiscal year. Instead we are focusing on the Capital Campaign

Alumni/Stewardship

- Continuing to visit with Johnians via zoom, phone calls and emails.

Special Events

- 3 Virtual Reunions were held which were very successful.
A quote from one of the participants: It is wonderful that the vision and purpose of St. John's has continued strong as ever, changing and adapting with the current world situation. The reunions were divided into decades.
- People expressed an interest in more of these events.

Marketing/Communications

- Positive feedback from the last issue of In Lumine.
- E-Newsletter being planned for 19th May

Staffing

- We have been awarded a Canada Summer Jobs position. So far, we have one applicant for the Development Assistant position. This is a term of 12 weeks at 20 hours a week and is designated to a student.

Capital Campaign

- Meeting with the consultant, Kat Kupca, on a weekly basis.
- Reviewing potential major gift donors.
- Joint meeting of the Fundraising and the Building Steering Committees held on the 4th May.

Respectfully submitted by:
Jackie Markstrom
28th April, 2021

March 2021 Report to St. John's College Assembly

Residents

In June of 2021, it is hoped restrictions will allow for gathering in the courtyard for a drop in coffee/tea with cookies and biscuits. Date to be determined.

The residents have been invited to take part in the garden. I intend to be present from time to time to help with the gardening.

Student Council

Attended the grad and was impressed with the organizers of this event! Last council meeting was April 13th. An election was held on Monday April 26th for Stick and Vice Stick. I have not heard of the results. It is expected that council meetings will be on-line in the Fall and I will continue to attend.

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.

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.

Micro course discussion

Have started a discussion with Rev Heather McCance and Chris Trott and may offer a course in a Fall at St. John's college in classroom (limit 20)

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 June. We will wait until June 1st to confirm this event. We are hoping restrictions are lifted and we can have an outdoor gathering of 25.

Overall

As we enter our next round of restrictions people are taking a deep breath and hope that vaccinations will increase, and this will finally provide us some peace of mind. At least weather is warming and Esvllt's gardening club will keep us focused on the hope of growth and new life!

Submitted by Rev. Helen Holbrook SJC Chaplain

Dean of Residence Report – April 28, 2021

Residence Projects

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

Summer Semester

We have 19 rooms filled as of today. I am focusing on recruitment through International College of Manitoba (ICM), International Centre at UofM, ex-residents, MiniU and various other avenues. As it stands, we are aiming to reach 40% occupancy level for Summer. We still have one conference group that will be staying with us this summer.

Residence Activity

No activities planned for the summer. The SJC Gardening Club will be advertised to residents.

The new dons have their trainings scheduled for May 3rd and 4th.

Thank you.

Fayaz Hasan
Dean of Residence



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Registrar's Report May 2021

I continue as Acting Awards Clerk. April 1 applications are in. There is a much smaller number of applicants compared to last year, I suspect that is because our membership numbers are down.

April was the Brandon Career Symposium. It was all through their website, we simply submitted answers to questions and Fayaz had a five-minute video interview. I don't know how effective any of this was. Fayaz may know more.

There is a meeting on April 29th regarding the new student welcome/recruitment initiatives coming up. I am writing this before the meeting. If anything of significance comes up, I will update Assembly at the meeting.

The migration to the new website is in the final stages of approval. It is my hope that by the time Assembly meets, I can provide a firm launch date..

Sherry Peters
Registrar