ST JOHN’S COLLEGE ASSEMBLY
AGENDA

For the meeting of Tuesday January 21, 2003
@ 2:30 p.m. in classroom 206
Regrets to Erin 474-8520

1. Opening Prayer

2. Approval of the Agenda

3. Approval of the Minutes of October 22, 2002 (white attachment)

4. Business Arising from the Minutes
   a) Faculty of Theology Mission Statement & By-Laws (pink attachment)

   ASSEMBLY EXECUTIVE MOTION: That Assembly approve the existing mission statement of the St John’s College Faculty of Theology without amendment.

5. New Business
   a) Residence Rates and Remuneration

   DEAN OF RESIDENCE MOTION 1: That the Junior Don is remunerated for their work and commitment to the College at the level of 100% of their residence fees, and that the Senior Don be remunerated at the level of 100% of his or her residence fees plus a $1000 stipend.

   DEAN OF RESIDENCE MOTION 2: That the 2003/2004 residence room and board rate be increased by 2.88% over the 2002/2003 rate.

6. Report from College Committees
   a) Assembly Executive

      i) Development Officer – Assembly Membership

      ASSEMBLY EXECUTIVE MOTION: That the Development Officer be elected to membership on Assembly.

      ii) Possible recording of SJC scholarships on the recipients’ U of M transcript referred to Scholarship Cttee.

   b) Finance Committee – Budget Report (yellow attachment)

   c) Administrative Committee – Guiding Principles for SJC Food Services

      ADMINISTRATIVE COMMITTEE MOTION: That the guiding principles for St John’s College Food Services be approved as shown below.

      Guiding Principles for St John’s College Food Services:
      That the prices be consistent with the principle that this is a service to the St John’s College Community. St John’s College events take priority over outside events, where commitments have not already been made. Outside catering is constrained by the ability to make a genuine profit while maintaining quality service to the St John’s College community.

   d) Scholarship Committee – Changes to Award Terms (green and or blue attachment)

7. Report from College Officers
   a) Warden
   b) Dean of Studies
   c) Dean of Theology
   d) Bursar
   e) Chaplain
   f) Dean of Residence
   g) Development Officer
   h) Registrar
   i) Librarian (gold attachment)
   j) Senior Stick

8. Any Other Business

9. Adjournment
St John's College Faculty of Theology

Mission Statement (17 Sept/01)

St John's College Faculty of Theology reflects the goals of the College in developing community, preparation for ministry, and excellence in all aspects of its life.

The course and program offerings provide graduate and undergraduate level courses in Bible, Theology, and related studies for persons seeking to broaden their academic interests, and for those preparing for various ministries in the Anglican Church of Canada. The Institute for Anglican Ministry of the Faculty of Theology, offers parish-based educational programming and support for initiatives in Total/Mutual Ministry projects.
St John's College  
Budget Summary at end of December 2002

<table>
<thead>
<tr>
<th>EXPENDITURES</th>
<th>2002-03 Budget</th>
<th>2002-03 Expenditures to Dec.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admin &amp; Clerical U of M</td>
<td>$364,135</td>
<td>$259,310</td>
</tr>
<tr>
<td>Admin &amp; Clerical SJC</td>
<td>$90,030</td>
<td>$65,957</td>
</tr>
<tr>
<td>Academic Programmes</td>
<td>$28,800</td>
<td>$11,749</td>
</tr>
<tr>
<td>Registrar's Office</td>
<td>$13,700</td>
<td>$5,784 Promt Lit. less than budget</td>
</tr>
<tr>
<td>Conferences &amp; Summer Res.</td>
<td>$47,865</td>
<td>$35,319 Projected $13,000 lower than budget</td>
</tr>
<tr>
<td>Residence</td>
<td>$142,400</td>
<td>$103,835</td>
</tr>
<tr>
<td>Food Services</td>
<td>$606,400</td>
<td>$456,787</td>
</tr>
<tr>
<td>Theology</td>
<td>$128,480</td>
<td>$102,107</td>
</tr>
<tr>
<td>Chapel</td>
<td>$28,670</td>
<td>$21,338 Maintenance could be affected (roof)</td>
</tr>
<tr>
<td>Development</td>
<td>$146,260</td>
<td>$100,151</td>
</tr>
<tr>
<td>Capital Campaign</td>
<td>$20,900</td>
<td>$9,204</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td><strong>$1,619,830</strong></td>
<td><strong>$1,181,540</strong></td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES (excl. Theology)</strong></td>
<td><strong>$1,490,150</strong></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL EXP (excl. Theol. &amp; Cap. Campn.)</strong></td>
<td><strong>$1,469,250</strong></td>
<td><strong>$1,079,433</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SOURCES</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Designated Trust Revenue</td>
<td></td>
<td></td>
</tr>
<tr>
<td>for Theology</td>
<td>$77,950</td>
<td>$81,845 On Target</td>
</tr>
<tr>
<td>for College Operating</td>
<td>$4,150</td>
<td>$0 On Target</td>
</tr>
<tr>
<td>for Academic Programmes</td>
<td>$23,850</td>
<td>$12,071 On Target</td>
</tr>
<tr>
<td><strong>Trust Revenue Total</strong></td>
<td><strong>$105,950</strong></td>
<td><strong>$93,916</strong></td>
</tr>
<tr>
<td>Current Revenue</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Admin &amp; Clerical U of M</td>
<td>$364,098</td>
<td>$418,051 As of end of Nov. (Dec not yet rec'd.)</td>
</tr>
<tr>
<td>Annual Giving (unrestricted)</td>
<td>$20,000</td>
<td>$20,000</td>
</tr>
<tr>
<td>Misc. Revenue for Operating</td>
<td>$18,240</td>
<td>$6,120</td>
</tr>
<tr>
<td>Academic Programmes</td>
<td>$0</td>
<td>$580</td>
</tr>
<tr>
<td>Conferences &amp; Summer Res.</td>
<td>$122,800</td>
<td>$105,076 Projected $18,000 lower than budget</td>
</tr>
<tr>
<td>Residence</td>
<td>$206,150</td>
<td>$136,487</td>
</tr>
<tr>
<td>Food Services</td>
<td>$708,800</td>
<td>$503,127</td>
</tr>
<tr>
<td>Chapel</td>
<td>$2,000</td>
<td>$336</td>
</tr>
<tr>
<td>Theology</td>
<td>$50,300</td>
<td>$44,300</td>
</tr>
<tr>
<td><strong>Total Current Revenue</strong></td>
<td><strong>$1,492,288</strong></td>
<td><strong>$1,234,079</strong></td>
</tr>
<tr>
<td><strong>TOTAL SOURCES</strong></td>
<td><strong>$1,598,238</strong></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL SOURCES (Excluding Theology)</strong></td>
<td><strong>$1,469,788</strong></td>
<td><strong>$1,327,995</strong></td>
</tr>
<tr>
<td><strong>TOTAL SOURCES (ex.Theol. &amp; Cap. Campn)</strong></td>
<td><strong>$1,469,788</strong></td>
<td><strong>$1,201,850</strong></td>
</tr>
</tbody>
</table>

| Cur. Oper. Surplus                                | $(20,392)      |                             |
| Cur. Oper. Surplus (excluding Theology)          | $(20,362)      |                             |
| Accum.Operat. Surplus                            | $41,649        |                             |
| Accum.Operat. Surplus (excl. Theology)           | $(24,066)      |                             |
| Accum.Operat. Surplus excluding Theology & Cap. Campaign | $25,735      |                             |
Changes to the terms of awards
from the December 10, 2002 meeting of the Scholarship Committee,
for approval by Assembly

Date: January 10, 2003    To: Members of Assembly    From: Lesley Cowan, Secretary of the Scholarship Committee

1) The Jane Bancroft Memorial Book Prize in French
   Under Criteria:
   “... full time student (minimum 18 credit hours)...
   “...highest mark in a 200- or 300-level French course...”

   Under Process for Selecting Recipient:
   “...class lists for second- and third-year 200- and 300-level French courses...”

2) H. B. Bellan Memorial Award
   Original Criteria:
   “To the student obtaining the highest mark in Old Testament Studies 020.223, when offered; or to the student obtaining the highest mark in World Religions 020.132, when offered”

   Changed to
   “To the student obtaining the highest mark in 020.132 Introduction to World Religions.”

   Note: 020.223 is only offered at St Boniface College

3) K. C. Bolton Debating Award
   This is currently an automatic award. The Scholarship Committee approved adding an application process, pending the approval of the donor’s family.

   Added below Criteria: “Application Deadline: April 1”

   Added to Process for Selecting Recipient: “Application forms including at least one letter of reference are to be completed and returned to the Registrar by the deadline date.”

4) Burman/Drewry Scholarship
   Original Criteria:
   “St John’s College members who are completing the first year of university studies may apply. The Burman/Drewry Scholarship is presented for: Excellence in academics, leadership abilities and participation in university life, particularly in athletics.”

   Changed to:
   “To be presented to a St John’s College member completing the first year of university studies, for excellence in academics, leadership abilities and participation in university life, particularly in athletics. The recipient must re-register as a St John’s College member in September of the year the award is made.”

5) The Children-of-Clergy Bursaries
   Pending the approval of the Bishop, the Scholarship Committee approve the following change to the criteria:
   Original Criteria:
   “- student must be a child of a clergy member
   - student must be a member of St John’s College”

   Changed to:
   “Awarded to St John’s College members with a parent who is a clergy member of the Anglican Church of Canada. Financial need will be considered. Students entering their first year of university in the fall are eligible for these bursaries.”
6) The Arthur Uniacke Chipman Entrance Scholarship

Original criteria:
Both scholarships are to be awarded in response to application from students entering their first year of full time university level studies and registering at St. John's College.

(a) One scholarship will be awarded to the student entering the Associateship Programme who, in the judgment of the Scholarship Committee, best combines achievement with evidence of leadership potential, provided that no award shall be made to an applicant with an average of less than 80% or equivalent, on the Grade XII or XIII subjects presented for matriculation. In the event that no applicant for the Associateship Programme qualifies, the award may be made to a student entering any faculty or school in the University.

(b) One scholarship will be awarded to a student entering any faculty or school in the University who, in the judgment of the Scholarship Committee, best combines above average academic potential with exceptional capacities for leadership. Where applicants are of roughly equal standing on these criteria, preference will be given to (i) “mature” students and then (ii) those with greater financial need.

Criteria changed to:
"To be awarded to the student entering first-year university as a full-time student and member of St John’s College who best combines academic achievement and leadership ability. A minimum average of 80% in the final year of high school is required. Where applicants are of roughly equal standing on these criteria, preference will be given first to students who are registered with mature-student status and second to those with significant financial need.”

Note: The Associateship Programme no longer exists.

7) The Arthur Uniacke Chipman Graduate Scholarship

Under Criteria:
“A minimum sessional GPA of 3.5 in each of the final two years of the previous program is required.”

8) The James Frost Cross Memorial Trophy

Under Criteria:
“…and contributing to the greatest degree to have made a significant contribution to the welfare of the College and his/her fellow students.”

The Deadline Date was changed from:
“Normally the SJCSCA shall submit its nomination to the Scholarship Committee no later than March 15.”

Changed to:
“Application/nomination forms are to be completed and returned to the St John’s College Students’ Association office by March 15. The SJCSCA Selection Committee shall submit its nomination to the Scholarship Committee no later than April 1.”

Added to Process for selecting recipient:
“Nomination/application forms will be posted and are to be handed in to the SJCSCA office by March 15. The SJCSCA Selection Committee will send its nomination in writing, together with the nomination/application forms, to the Scholarship Committee by April 1. The Scholarship Committee will ratify the nomination. If no candidate qualifies, the Trophy will not be awarded.”

9) The Donnie Eastwood Memorial Bursary

Under Criteria, the following point was removed:
“The candidate is a student registered in a program of studies at the University of Manitoba as a St John’s College member, or, as a student registered in the Faculty of Theology at St John’s College.”

Replaced with “The candidate is a St John’s College member registered in full-time studies at either the University of Manitoba or the Faculty of Theology at St John’s College.”

Also, “(3.0 GPA) is required”
10) Friends of St John’s College Scholarships
Original criteria:
- Three Entrance awards (based on highest average) one to a student entering Arts, one to a student entering Science, and one to a student entering any other faculty or school.
- Three first-year awards (based on highest GPAs) one to a student completing first-year Arts, one to a student completing first-year Science, and one to a student completing first year in any other faculty or school.
- Three second-year awards (based on highest GPAs) one to a student completing second-year Arts, one to a student completing second-year Science, and one to a student completing second year in any other faculty or school.

The criteria was changed to:
- Three undergraduate entrance awards (based on highest average in the final year of high school) to St John’s College members entering their first year of university and registering as full-time students. Two awards will be made to University 1 students, and one to a student in any other faculty or school.
- Three first-year awards (based on highest sessional GPA) to St John’s College members completing their first year of university as full-time students. Two awards will be made to University 1 students and one to a student in any other faculty or school.
- Three second-year awards (based on highest sessional GPA) to St John’s College members completing their second year of university as full-time students, as follows: one to a student in the Faculty of Arts, one to a student in the Faculty of Science, and one to a student in any other faculty or school.

11) Sibyl Inkster Scholarship in English
Under Criteria,
“...highest standing in a first-year six credit-hour English course or in the first two first-year three credit-hour English courses a minimum of six credit hours of 100-level English.”

12) Kathleen Burrows Lightcap Bursaries
Original Criteria:
- to assist in Residence costs
- student must demonstrate financial need

Changed to: required
- must be demonstrated as a St John’s College member
- must be living in Residence
- must demonstrate financial need
- academic standing will be considered

13) The Malcom Scholarship in Modern Languages
Under Criteria,
“...shall be continuing their studies as noted below in Arts as St John’s College members.”

14) Gordon O. Rothney Scholarship for Study in Modern World History
Under Criteria,
“...at least one six-credit-hour course six credit hours in Modern World History...”

15) Royal Astronomical Society Award
The following was removed from the Criteria,
“...must be clarified to more clearly define which courses will be considered.”

Under Process for selecting recipient,
“...review the Astronomy class lists for 016.180 (6), 016.280 (6), and 016.380 (6)...”

16) St Luke’s Award
The deadline date was changed from April 1 to July 31, the deadline date for entrance scholarships, because students entering their first year of university are eligible for this award.

Continued...
The following was added to the Process for selecting recipient, "Note: applications should be posted in the College with the April 1 deadline awards so they will be easily available for returning students."

17) St John's College Student Exchange Scholarship
   Under Criteria, the words "(the university receiving students)" were moved from the end of point e) to the end of point d).

18) St John's College Residence Association Bursary
   Under Process for selecting recipient, "Co-Chairs" was changed to "Co-Presidents".

   The following was added, "In the event that one or both of the Co-Presidents should apply, the remaining members of the selection committee shall select one or two other Residents who have not applied for the bursary to replace to the Co-President or Presidents on the selection committee."
THE JANE BANCROFT MEMORIAL BOOK PRIZE IN FRENCH

Background:
(Winnifred) Jane Bancroft was a lecturer in French at St John’s College while she was completing her M.A. in the 1960s. She later studied at the Sorbonne in Paris and received her Ph.D. from Harvard. She started teaching at the University of Toronto in 1968 where she remained for 30 years. She died September 21, 1999 and her mother Jean Bancroft has created this Book Prize in Jane’s memory at St John’s College. Approved by Assembly February 21, 2000.

Amount of Endowment: $3,000 total

Amount to be awarded annually: $150 (as reimbursement for book purchases)

Date of First Award: Fall, 2000

Criteria:
To be awarded automatically to a member of St John’s College who is a full time student (minimum 18 credit hours) going into third or fourth year who has received the highest mark in a 200- or 300-level French course the previous year at the University of Manitoba. A GPA of 3.0 will be considered a minimum requirement. Preference will be given to a mark in a French Literature course.

Note: the recipient must re-register as a full-time student and St John’s College member in September of the year of the award.

Deadline date: n/a

Process for Selecting Recipient:
The Registrar will review the class lists for second and third year 200- and 300-level French courses and select the full time College member receiving the highest grade with the minimum 3.0 GPA. In order to be eligible for the prize, there must be confirmation of full time registration the following fall. If no student is eligible or selected, then the prize will not be awarded that year, and funds will be held until the following year.

The Scholarship Committee acts in Assembly’s name with respect to final selection of recipients of individual scholarship, bursaries, awards, and prizes, and reports its actions at the following meeting of Assembly.

Method of Payment:
The recipient must purchase the book(s), then bring the receipt(s) to the Registrar in order to make arrangements to reimburse the recipient for book purchases up to the amount of the award. The recipient has up to 14 months after notification, to make the (total) purchase(s).

Donor Notification:
Jean Bancroft died in August 2000. The winner will be encouraged to write to Jane’s brother Dr. Michael Bancroft, a Johnian.

December 13, 2002
H.B. BELLAN MEMORIAL AWARD

Background:
Donation given annually to St John’s College by Ruben Bellan, College Graduate (1938), Fellow and Professor Emeritus of the University of Manitoba, beginning on March 20, 1969, in memory of his father, H.B. Bellan.

Amount of Endowment: annual donation

Amount to Be Awarded Annually: 1 of $100

Date of First Award: 1969

Criteria:
"To the student obtaining the highest mark in Old Testament Studies 020.223, when offered; or to the student obtaining the highest mark in World Religions 020.132, when offered."

"To the student obtaining the highest mark in 020.132 Introduction to World Religions."

Process for Selecting Recipient:
The Registrar reviews the class lists of 020.132 Introduction to World Religions. The College member with the highest grade is recommended for the award.

The Scholarship Committee acts in Assembly’s name with respect to final selection of recipients of individual scholarships, bursaries, awards, and prizes, and reports its actions at the following meeting of Assembly.

Method of Payment:
The cheque will be presented at College Convocation

Donor Notification:
The name of the recipient shall be given to Dr. Ruben C. Bellan.
K.C. BOLTON DEBATING AWARD

**Background:**
In 1990, the Venerable Kenneth C. Bolton of London ON, College grad, Doctor of Divinity and benefactor, proposed the establishment of a scholarship related to public speaking or debating, and donated $2500 for this purpose. An annual award of $200 was established in 1991. Assembly approved the terms on April 25, 1991.

**Amount of Endowment:** $2500

**Amount to be awarded annually:** 1 of $200

**Date of First Award:** 1991

**Criteria:**
-to be presented to a St John’s College member who has demonstrated exceptional involvement in debating

*Applications Deadline: April 1*

**Process for Selecting Recipient:**
*Application forms including at least one letter of reference are to be completed and returned to the Registrar by the deadline date.*

The Scholarship Committee acts in Assembly’s name with respect to final selection of recipients of individual scholarship, bursaries, awards, and prizes, and reports its actions at the following meeting of Assembly.

**Method of Payment:**
The cheque will be presented at College Convocation.

**Donor Notification:**
The name of the recipient will be forwarded to the donor’s children, Dr. Robin J. Bolton, The Rev. David Bolton, Mr. Ken Bolton, Ms. Margaret McAvity, and Mrs. Patricia Robinson.

*Pending approval of the donor’s family.*

December 16, 2002
BURMAN/DREWRY SCHOLARSHIP

**Background:**
Combination of Burman and Drewry funds, as of 1978. Burman: “for the general purposes of the College.” Drewry: “A scholarship, to be known as the Frederick W. Drewry Memorial Scholarship, to be awarded to the fourth form scholar who, in the opinion of the school shall have obtained first class general standing in his final examinations of the year and who shall have displayed sound moral character and capacity for leadership to the greatest degree, and a general interest in his fellow students of the school and in the honour and welfare of the school.”

From a letter to R. Shead, November 21, 1979: “That the capital and unexpended earnings of these funds be consolidated into capital for a ‘Burman/Drewry Scholarship’, to be awarded annually in an amount of $300 (depending on the annual revenue and subject to review each year) to a student at the conclusion of the first year who has demonstrated scholarship, leadership abilities, and participation in university life, particularly in athletics. It was felt this would carry out the intent of these prizes which had originally been given to the College School and have not been used for some years.” The three funds consolidated were: British Public Schools Fund, W.J. Burman Prize Fund, and F.W. Drewry Scholarship. Walter Burman was a College Graduate, former Bursar and Headmaster of St John’s College School (1913-46).

**Amount to be awarded annually:** 1 of $1,000

**Date of first award:**

**Criteria:**
St John’s College members who are completing the first year of university studies may apply. The Burman/Drewry Scholarship is presented for Excellence in academics, leadership abilities and participation in university life, particularly in athletics.

To be presented to a St John’s College member completing the first year of university studies, for excellence in academics, leadership abilities and participation in university life, particularly in athletics. The recipient must re-register as a St John’s College member in September of the year the award is made.

**Deadline Date:** April 1

**Process for selecting recipient:**
Application forms are to be completed and returned to the Registrar’s Office by the deadline date.

The Scholarship Committee acts in Assembly’s name with respect to final selection of recipients of individual scholarships, bursaries, awards, and prizes, and reports its actions at the following meeting of Assembly.

**Method of Payment:**
A cheque will be made available upon re-registration in the fall. A formal announcement of the award will take place at College Convocation.

**Donor Notification:** n/a
THE CHILDREN-OF-CLERGY BURSARIES

Background:
The Children-of-Clergy Bursaries are distributed by the Bishop of Rupert’s Land and are made available through funds from the Machray Exhibition Trust, the Gilroy Trust, the Ladies’ School Endowment Fund, and the Bedford Bequest.

Amount to be awarded annually:
Number and amount varies depending on amount available in accumulated surplus.

Date of first award: 1986

Criteria:
- student must be a child of a clergy member
- student must be a member of St John’s College

Awarded to St John’s College members with a parent who is a clergy member of the Anglican Church of Canada. Financial need will be considered. Students entering their first year of university in the fall are eligible for these bursaries - (pending approval of the Bishop)

Deadline Date: July 31

Process for selecting recipients:
The Registrar is responsible for the advertisement of the Bursaries. Application forms are normally distributed to all clergy via the clergy mail out, or by a direct mailing from the College. Notices should also be sent to the Dioceses of Keewatin and Brandon.

The Registrar forwards the completed applications to the Bishop of Rupert’s Land, who is responsible for allocating funds to the students. His decision is returned to the Registrar, and cheques and letters are mailed from the College.

Method of Payment:
Cheques are provided upon the recipient’s registration as St John’s College members. A formal announcement is made at College Convocation.

Donor Notification:
N/A

December 5, 2002
THE ARTHUR UNIACKE CHIPMAN ENTRANCE SCHOLARSHIP

Background:
These scholarships were established in 1984 by Mr. Arthur Uniacke Chipman, who intended to donate two scholarships of $1000 each annually. In 1993 Mr. Chipman donated $25,000 to “Founding the Future,” and since that time the scholarship has been paid out from interest earned on that fund.

The terms below were approved by Assembly on May 17, 1984. (Amended December 10, 2002 – see Committee Notes page.)

Amount to be awarded annually:
Normally one of $1000 based on annual accumulated surplus. Note: originally, 2 scholarships of $1000 each were awarded.

Date of first award: 1984

Criteria:
Both scholarships are to be awarded in response to application from students entering their first year of full-time university-level studies and registering at St. John’s College.

(a) One scholarship will be awarded to the student entering the Associateship Programme who, in the judgment of the Scholarship Committee, best combines achievement with evidence of leadership potential, provided that no award shall be made to an applicant with an average of less than 80% or equivalent, on the Grade XII or XIII subjects presented for matriculation. In the event that no applicant for the Associateship Programme qualifies, the award may be made to a student entering any faculty or school in the University.

(b) One scholarship will be awarded to a student entering any faculty or school in the University who, in the judgment of the Scholarship Committee, best combines above-average academic potential with exceptional capacities for leadership. Where applicants are of roughly equal standing on these criteria, preference will be given to (i) “mature” students and then (ii) those with greater financial need.

To be awarded to the student entering first-year university as a full-time student and member of St. John’s College who best combines academic achievement and leadership ability. A minimum average of 80% in the final year of high school is required. Where applicants are of roughly equal standing on these criteria, preference will be given first to students who are registered with mature-student status and second to those with significant financial need.

Deadline Date: July 31

Process for selecting recipient:
The Scholarship Committee acts in Assembly’s name with respect to final selection of recipients of individual scholarships, bursaries, awards, and prizes, and reports its actions at the following meeting of Assembly.

Method of Payment:
Awards will be made in two installments: the first upon registration and the second at the beginning of second term upon recommendation of the Scholarship Committee, it having been satisfied that the recipient has made satisfactory progress.

Donor Notification:
The donor’s family will be notified upon selection of a recipient. Note: the Development Office is looking into this.

December 16, 2002
ARTHUR UNIACKE CHIPMAN GRADUATE SCHOLARSHIP
Terms of Reference

Background:
The Arthur Uniacke Chipman Graduate Scholarship was created in 1992. Arthur Uniacke Chipman of
Winnipeg presented an endowment to St John’s College during the “Founding the Future” campaign.
The endowment was matched by the U of M Graduate Fellowship Matching Funds Program. Normally
not more than 70% of the interest may be awarded annually, with the rest to be reinvested. The terms and
conditions of this scholarship were approved by Assembly on February 24, 1993. Approved by Senate

Arthur Uniacke Chipman: the former Chairman of College Council, Doctor of Canon Law, and member
of the Advisory Committee, “Founding the Future.”

Amount of Endowment: $25,000, matched with $25,000 from U of M

Amount to be awarded annually:
The number and amount of awards varies by year. Determine the amount available in accumulated
surplus prior to advertising the award.

Date of first award: 1993

Criteria:
The candidate must be a full time student commencing a Master’s or Ph.D. program in the Faculty of
Graduate Studies of the University of Manitoba. The recipient will register as a member of St John’s
College. A minimum sessional GPA of 3.5 in each of the final two years of the previous program is
required. Preference will be given to those studying in the Humanities and Social Sciences.

Deadline Date: April 1

Process for selecting recipient:
A complete application form and two academic references must be supplied to the College Registrar by
April 1. The Scholarship Committee shall decide annually on the number and amount of awards to be
given. The Committee selects the recipient(s) and the alternate(s). The Committee’s decision is
forwarded to the Faculty of Graduate Studies, which notifies the recipients and alternates. St John’s does
not notify the winners. See attachments from Graduate Studies.

The Scholarship Committee acts in Assembly’s name with respect to final selection of recipients of
individual scholarships, bursaries, awards, and prizes, and reports its actions at the following meeting of
Assembly.

Method of Payment:
The scholarship will be paid out by Graduate Studies.

Special Note:
The recipient will be guaranteed the use of a grad carrel at St John’s College for the academic year in
which the scholarship is held, under the terms described by the St John’s College Students’ Association.

Donor Notification:
The name(s) of the recipient(s) shall be supplied to the family of Arthur Chipman.

December 16, 2002
THE JAMES FROST CROSS MEMORIAL TROPHY

Background:
Donated by Alex K. Morphy, October 11, 1950. Dr. James Frost Cross was a College Graduate, Dean of Residence, Machray Fellow, Doctor of Divinity, and scholar in mathematics at St John’s College (1899-1939).

Amount to be awarded annually:
$100 + miniature of trophy. The recipient’s name will be engraved on the College’s original trophy.

Date of first award:

Criteria:
The James Frost Cross Memorial Trophy (to be retained by the College) and a miniature of the same, shall be presented to the student of St John’s College deemed to be the most proficient in the combined fields of academics and athletics, and contributing to the greatest degree to have made a significant contribution to the welfare of the College and his/her fellow students.

Deadline Date:
Normally the SJCSA shall submit its nomination to the Scholarship Committee no later than March 15.

Application/nomination forms are to be completed and returned to the St John’s College Students’ Association office by March 15. The SJCSA Selection Committee shall submit its nomination to the Scholarship Committee no later than April 1.

Process for selecting recipient:
Nomination/application forms will be posted and are to be handed in to the SJCSA office by March 15. The SJCSA Selection Committee will send its nomination in writing, together with the nomination/application form, to the Scholarship Committee by April 1. The Scholarship Committee will ratify the nomination. If no candidate qualifies, the Trophy will not be awarded. (From the Dec. 10, 2002 meeting of the Scholarship Committee).

“The selection of the recipient shall be as follows: The President and other members of the Awards Committee together with the members of the St. John’s College Students’ Council, shall select a student, or students, taking into serious consideration the finding of the Awards Committee of the previous year, and the name or names of that/these student(s) shall be submitted to the Warden of the College as a candidate for the aforementioned trophy.” (wording from the original scholarship manual)

Given the structure of the College and the student’s association at the present time (1999), the following process is followed: the SJCSA, or a subcommittee thereof, selects a student based on the above criteria, and presents its nomination in writing to the Scholarship Committee. If the Scholarship Committee supports the nomination, it presents it to the Warden for approval. Once approved, the nomination is announced to Assembly.

“If, however, no student can be found to qualify for the J.F. Cross Memorial Trophy, then the award shall not be made and the normal yearly interest accrued from investments made for the foundation of this award, shall be added to the original principal, to be held by the Bursar of St. John’s College.” (from the original scholarship manual)

Method of Payment:
The cheque, trophy, and booklet shall be presented to the recipient at College Convocation.

Donor Notification:
N/A

January 9, 2003
THE DONNIE EASTWOOD MEMORIAL BURSARY

Background:
The Donnie Eastwood Memorial Trust was established in 1995 by the friends and family of the late Donnie (Donalda) Eastwood, graduate of the theological program of St John’s College.

Amount of Endowment:

Amount to be awarded annually: One bursary will be given annually, based on the terms below.

The amount of the bursary in the first year will be $1,000, contributed by Keith Eastwood. In future years the amount of the bursary will be determined as follows: “3% of the earnings plus the rate of inflation will be returned to the capital fund and the balance of the earnings paid out as a bursary.” Keith Eastwood may make an addition to the balance annually to allow the bursary to remain at $1,000.

The Registrar shall verify the funds available prior to advertising the award.

Criteria:
- The candidate is a student registered in a program of studies at the University of Manitoba as a St John’s College member, or, as a student registered in the Faculty of Theology at St John’s College.
- The candidate is a St John’s College member registered in full-time studies at either the University of Manitoba or the Faculty of Theology at St John’s College.
- The candidate must be registered in at least 18 credit hours.
- A cumulative average of at least a B (3.0 GPA) is required, or, for first year students, a high school average of no less than 80% in the final year of high school.
- Demonstrated financial need, and demonstrated capacity and desire to help others shall be considered.
- Any student registered in the Faculty of Theology in St John’s College who meets the above criteria is encouraged to apply.

Deadline Date: September 30

Process for selecting recipient:
The Scholarship Committee will advertise for application in the second term of each year, up to the deadline date. One candidate and one alternate shall normally be selected.

The Scholarship Committee acts in Assembly’s name with respect to final selection of recipients of individual scholarships, bursaries, awards, and prizes, and reports its actions at the following meeting of Assembly.

Method of Payment:
The bursary will be presented at College Convocation.

Donor Notification:
The name of the recipient shall be provided to the late Mrs. Eastwood’s husband, Mr. Keith Eastwood.

December 16, 2002
FRIENDS OF ST JOHN'S COLLEGE SCHOLARSHIPS

Background:
Established by contributions from "Friends of St John's College" group

Amount to be awarded annually: 9 of $200 each

Date of First Award: 1973

Criteria:
Three Entrance awards (based on highest averages)—one to a student entering Arts, one to a student entering Science, and one to a student entering any other faculty or school.

Three first-year awards (based on highest GPAs)—one to a student completing first year Arts, one to a student completing first-year Science, and one to a student completing first-year in any other faculty or school.

Three second-year awards (based on highest GPAs)—one to a student completing second-year Arts, one to a student completing second-year Science, and one to a student completing second-year in any other faculty or school.

Three undergraduate entrance awards (based on highest average in the final year of high school) to St John's College members entering their first year of university and registering as full-time students. Two awards will be made to University I students, and one to a student in any other faculty or school.

Three first-year awards (based on highest sessional GPA) to St John's College members completing their first year of university as full-time students. Two awards will be made to University I students and one to a student in any other faculty or school.

Three second-year awards (based on highest sessional GPA) to St John's College members completing their second year of university as full-time students, as follows: one to a student in the Faculty of Arts, one to a student in the Faculty of Science, and one to a student in any other faculty or school.

Deadline Date: N/A

Process for selecting recipient:
Automatic based on grades.

The Scholarship Committee acts in Assembly's name with respect to final selection of recipients of individual scholarships, bursaries, awards, and prizes, and reports its actions at the following meeting of Assembly.

Method of Payment:
Cheques to be presented at College Convocation.

Donor Notification: N/A

December 16, 2002
SIBYL INKSTER SCHOLARSHIP IN ENGLISH

Background:
Established with funds from the Sibyl Inkster Estate, July 23, 1975. Sibyl Inkster was a College graduate (1898) and Honorary Fellow.

"To pay out of the income derived a scholarship of $250 to the student of the first year class who obtains the highest standing in English I. Such scholarship to be known as the ‘Sibyl Inkster Scholarship in English.’" (from the Sibyl Inkster Estate, July 23, 1975).

Amount to be awarded annually: One of $250 (In 1999, $900 was available)

Date of First Award:
An award with this name was presented in 1962. Is it possible that the award was established prior to 1975, but after 1975 her estate provided the funds?

Criteria:
For the student who obtains the highest standing in a first-year six-credit-hour English course or in two first-year three-credit-hour English courses a minimum of six credit hours of 100-level English.

Deadline Date: n/a

Process for Selecting Recipient:
The Registrar reviews the class lists for first-year English courses and selects the College member receiving the highest grade in six credit hours.

The Scholarship Committee acts in Assembly’s name with respect to final selection of recipients of individual scholarships, bursaries, awards, and prizes, and reports its actions at the following meeting of Assembly.

Method of Payment:
A cheque shall be presented at College Convocation.

Donor Notification: n/a

December 16, 2002
KATHLEEN BURROWS LIGHTCAP BURSARIES

Background:
In 1989, the Winnipeg Foundation established a special fund under the terms of the will of the late Elizabeth Kathleen Lightcap of Winnipeg of $250,000. The purpose of the fund is to grant bursaries to Manitoba students studying at the post-secondary level within a Christian context. St John’s College completed a questionnaire in order to assess the need for bursary support, and in April 1989 the College was awarded $2000 per year for the next 5 years. This award is subject to annual renewal (as of 2001).

Amount of Endowment: Annual payment to College (Request cheque from Winnipeg Foundation when notification of winners is sent. Request amount earlier.)

Amount to be awarded annually: Normally four equal awards. Note: effective 2002, the amount available must be verified every year before the bursaries are advertised.

Date of First Award: 1989

Criteria:
- to assist in Residence costs
- student must demonstrate significant financial need
- must be registered as a St John's College member
- must be living in Residence
- must demonstrate financial need
- academic standing will be considered

Deadline Date: September 30

Process for Selecting Recipient:
Application forms are to be completed and submitted to the Registrar’s Office by the deadline date.

The Scholarship Committee acts in Assembly’s name with respect to final selection of recipients of individual scholarship, bursaries, awards, and prizes, and reports its actions at the following meeting of Assembly.

Method of Payment:
The cheque will be issued upon confirmation of the recipient’s registration.

Donor Notification:
An annual report of the distribution of the grant is to be submitted to the Winnipeg Foundation when recipients are selected, along with a request for the funds for those awards. The Winnipeg Foundation, c/o Monica Dinney, Scholarship Officer, 1350 Lombard Place, Winnipeg MB R3B 0X3, mdinney@wpgfdn.org

December 16, 2002
THE MALCOM SCHOLARSHIP IN MODERN LANGUAGES

Background:
The Student Council of St John’s gave funds to the College on May 22, 1939 (see notes below). Irma Malcolm was the first Lady Stick of St John’s College (1933-34) and a graduate of 1935.

Amount to be awarded annually: two of $50. Note from 1999: total to be awarded $150. Scholarship Committee to determine amounts and awards.

Date of First Award:

Criteria:
one scholarship for the Arts student and College member who receives the highest grades in French courses, and the other for the Arts student and College member who receives the highest grades in German courses. The recipients shall be continuing their studies as noted below in Arts as St John’s College members. Students in University I shall be considered.

"The income to be derived from said monies shall be used each year hereafter on two scholarships to be awarded by St John’s College, one for the student who shall receive the highest mark for proficiency in the French language and the other for the student who shall receive the highest mark for proficiency in the German language.

"Any student of St John’s College of the University of Manitoba Arts course shall be eligible in any year to receive such scholarship in French or German, or both, but before he actually receives payment thereof, he must agree to return to St John’s College for tuition in the next succeeding year’s course in the University of Manitoba Arts Course, or for a course recognized in the College in Theology, and be registered in St John’s College in such course.

"St John’s College shall award such scholarships to such students as it shall think proper, provided however it shall be entitled to withhold its award in any year, of said scholarships or one of them, and that in such case the income not required for such year shall be added to capital." -from notes of 1939

Deadline Date: n/a

Process for Selecting Recipient:
The Registrar will review the relevant class lists and the major/minor and honours lists for German and French to determine two recipients. The names of the students with the highest grades are presented to the Scholarship Committee for their consideration. The recipients must be continuing a program of study as St John’s College members.

The Scholarship Committee acts in Assembly’s name with respect to final selection of recipients of individual scholarships, bursaries, awards, and prizes, and reports its actions at the following meeting of Assembly.

Method of Payment:
The cheque will be presented at College Convocation.

Donor Notification: n/a

December 16, 2002
GORDON O. ROTHNEY SCHOLARSHIP FOR STUDY IN MODERN WORLD HISTORY

Background:
This scholarship was established in 1998 in memory of Gordon O. Rothney, a professor of Modern World History and a Fellow of St. John's College, 1970-78. The scholarship will provide an incentive to encourage a student to enter into or continue in a Modern World History program. The terms were approved by Assembly in September 1998.

Amount to be awarded annually: One of at least $300*
*In the first year, because of the receipt of matching funds from the Province of Manitoba, the amount to be awarded was $2,500. An additional $2,500 is expected to be placed into the endowment from MSBI (the provincial government initiative feeding money to the College through the University) before March 31, 1999. If so, the annual award may be $500 in future years.

Date of first award: 1998

Criteria:
To be awarded to a St John's College member who is completing his/her second or later year of undergraduate studies and who has declared a major or minor in History, OR who is registered in the Honours or Graduate program of the Department of History. The recipient shall have received a grade of B or better in six or more credit hours of History in the current academic year. The recipient shall register in a program of History studies (major, minor, Honours or Graduate program) in the upcoming year, including at least one six credit-hour course six credit hours in Modern World History, as defined by the Department of History.

Note: the application must include a statement of no more than 250 words describing the applicant's future plans and reasons for studying Modern World History.

Deadline Date: April 1

Process for selecting recipient:
The scholarship will be advertised in the College and in the Department of History. Applicants shall complete an application form providing a current transcript and stating in no more than 250 words their future plans and reasons for studying Modern World History. One recipient and one alternate shall be selected. The recipient is not restricted from holding other awards, scholarships or bursaries. The Scholarship Committee acts in Assembly's name with respect to final selection of recipients of individual scholarships, bursaries, awards, and prizes, and reports its actions at the following meeting of Assembly.

Method of Payment:
The cheque will be provided upon receipt of proof of registration as a St. John's College member at the University of Manitoba and as specified in the terms above. A formal announcement of the award will take place at College Convocation.

Donor Notification:
Mrs. Alice Rothney (widow of G.O. Rothney), shall be notified in writing when the recipient has been selected. An annual financial report shall also be provided to her by May 15.

December 13, 2002 (see Committee Notes)
ROYAL ASTRONOMICAL SOCIETY AWARD

**Background:**
In 1997-98, in appreciation for using the lecture hall in St John’s for its meetings, the Royal Astronomical Society offered to provide an annual award to a St John’s College member. It is assumed that this award will be provided for each year in which the Society uses space in the College for its meetings.

**Amount to be awarded annually:**
1 of $200 (annual donation, but only if the RASC uses the lecture hall)

**Date of First Award:**

**Criteria:**
- to be presented for highest marks in Astronomy
- These terms must be clarified to more clearly define which courses will be considered.

**Deadline Date:** n/a

**Process for selecting recipient:**
The Registrar will review the *Astronomy* class lists for 016.180 (6), 016.280 (6), and 016.380 (6) and determine which College member received the highest marks in Astronomy courses.

The Scholarship Committee acts in Assembly’s name with respect to final selection of recipients of individual scholarships, bursaries, awards, and prizes, and reports its actions at the following meeting of Assembly.

**Method of Payment:**
A cheque will be requested from the Society, and presented at College Convocation.

**Donor Notification:**
Contact the Royal Astronomical Society c/o Treasurer Stan Runge, Stan.Runge@mts.mb.ca

December 16, 2002
THE ST JOHN’S COLLEGE STUDENT EXCHANGE SCHOLARSHIP

Background:
St John’s College established this scholarship to provide support for travel and accommodation costs of a college member who has been accepted for a year’s study in a university in the United States or abroad that has an exchange agreement with the University of Manitoba. Funding for this scholarship comes from Academic Programs in the College’s operating budget. Terms approved by Assembly in March 1999.

Amount to be awarded annually: 1 of $2,000

Date of first award: 1999

Criteria:
St John’s College will offer up to $2000 in support of travel and accommodation costs of a student who has been accepted for a year’s study in a university in the United States or abroad, which has an exchange agreement with the University of Manitoba.

The student must have completed the second year of either an Honours or a Four-Year Program at the University of Manitoba.

Applicants will be required to provide the following information with their application form:

a) confirmation on a transcript of full-time study at the University of Manitoba beyond the first year;

b) confirmation on a transcript of membership in St John’s College;

c) confirmation of acceptance for full-time study in a University in the United States or abroad that has an exchange agreement with the University of Manitoba;

d) a “Letter of Permission” from the University of Manitoba granting leave for the student to study at the “Host University” (the university receiving students);

e) confirmation that the University of Manitoba will grant full credit for all courses to be taken in the “Host University” (the university receiving students);

f) a one page proposal;

g) an expense sheet (e.g.: travel, tuition, accommodation, etc...); and,

h) three letters of reference.

Deadline Date: April 1

Process for selecting recipient:
Application forms are to be completed and returned to the Registrar’s Office by the deadline date. The Scholarship Committee acts in Assembly’s name with respect to final selection of recipients of individual scholarships, bursaries, awards, and prizes, and reports its actions at the following meeting of Assembly.

Method of Payment:
The Scholarship will be paid out upon confirmation of registration. A formal announcement of the award shall take place at College Convocation.

Donor Notification: n/a

December 16, 2002
ST JOHN’S COLLEGE RESIDENCE ASSOCIATION BURSARY
Offered in conjunction with D & J Recreational Distributors

Background:
In 1990 an annual bursary was established by the St John’s Residence Association in conjunction with D & J Recreational Distributors. D & J Recreational Distributors has agreed to return 20% of annual profits for refrigerator rentals to the Resident students of St John’s College. This amount, which will vary from year to year, will be equally divided into two bursaries (approved September 1990 by the Dean of Residence, Dons, and Proctor and President of the St John’s College Residence Association).

Amount to be awarded annually: 2 bursaries of equal amounts

Date of first award: 1990

Criteria:
The bursaries are to be granted based on the following criteria:
(a) demonstrated significant financial need
(b) completion of at least one year as a full-time Resident student at St John’s College Residence
(c) contribution to Residence community life.

Note: to be eligible for the bursary, recipients must return to Residence for the year the award is made.

Deadline Date: April 1

Process for selecting recipient:
Appropriate applications will be made available from the Registrar’s office. A decision will be made by April 30, and will include the selection of two alternates in the event that the successful candidates do not return to Residence.

The selection committee will consist of the Dean of Residence, the Co-Chairs Co-Presidents of St John’s College Residence Association, and the Registrar. In the event that one or both of the Co-Presidents should apply, the remaining members of the selection committee shall select one or two other Residents who have not applied for the bursary to replace the Co-President or Presidents on the selection committee.

Method of Payment:
The successful candidates will be notified in September, and an appropriate announcement will be made at the College Convocation. The bursaries will be applied to second-term Residence fees at the beginning of January.

Donor Notification:
Dennis and Janice Pardoski, D & J Recreational Distributors should be notified when the bursaries have been accepted in September. Box 213, Starbuck MB R0G 2P0, 735-2829.

December 16, 2002
ST LUKE’S AWARD

Background:
The terms of the St Luke’s Award were ratified by Assembly on February 24, 1995. The funds for the award have been donated by the St Luke’s Anglican Church (Winnipeg).

Amount to be awarded annually: One award of $400

Date of first award: 1995

Criteria:
(a) applicants may be entering, or continuing undergraduate or M.Div studies at St John’s College in a full-time program as defined in the University of Manitoba calendar, and must be registered as a St John’s College member.

(b) those applicants who are entering the second or later year of a university/College program must have a minimum cumulative grade point average of 2.5 (C+).

(c) preference will be given to a “recognized participant” in St Luke’s Anglican Church in Winnipeg, with demonstrated involvement in community and public service.

(d) the award will be given in recognition of financial need, assuming terms (a) and (b) are met.

Deadline date: April 1 July 31

Process for selecting recipient:
Application forms are available from St Luke’s Church and from the College. Note: applications should be posted in the College with the April 1 deadline awards so they will be easily available for returning students.

Three letters of reference should accompany the application or be sent directly to the Registrar. They should include the following: (i) a general character reference (preferably from a member of the applicant’s home parish or congregation); (ii) a reference from a member of a volunteer organization; (iii) an academic reference.

Applications will be conveyed to the committee appointed by St Luke’s Parish. The Registrar will meet with that committee, and a nomination will be forwarded to the Scholarship Committee for ratification. The nomination will then be forwarded to Assembly.

The Scholarship Committee acts in Assembly's name with respect to final selection of recipients of individual scholarship, bursaries, awards, and prizes, and reports its actions at the following meeting of Assembly.

Method of Payment:
The cheque will be made available upon confirmation of the candidate’s registration as a St John’s College member. A formal announcement will be made at College Convocation.

Donor notification:
The Rector of St Luke’s Anglican Church will be the contact person.

December 16, 2002
Report to Assembly, St. John’s College, Concerning Activities Within the St. John’s College Library and the University of Manitoba Libraries, January 21, 2003

by Richard Ellis, Librarian, St. John’s College

1. The College Library web pages have been in a state of quiescence for two years. Library staff member, Amrit Chhina, has, however, recently completed a course in use of the Dreamweaver software and has started on a revision and expansion of the College Library web pages.

2. We have totally expended the book budget for 2002-2003. An order for a major publication, the 5 volume Creeds and Confessions of Faith in the Christian Tradition, Yale University Press, 2002 used the last $1,200. This is a five volume set which should be a major research tool for faculty and students in the Department of Religion.

3. We now have an exhibit in the Library of the winners of and nominees for the Governor General’s Literary awards for 2002.

4. During the last several months, Library staff have been involved in altering the Bison location for books housed on the Mezzanine Level of the Library from “St. John’s Library Main Floor” to “St. John’s Library Mezzanine”. We will soon be embarking on a similar project to change the location for books shelved on the Lower Level of the Library from “St. John’s Library Main Floor” to “St. John’s Library Lower Level”. Both undertakings are designed to enable our clientele to more easily use the College Library.

5. Library staff will soon begin examining the Library’s journal subscriptions. It may be that there are titles to which we do not now subscribe which would be of more value to the College and University community than those to which we do now subscribe. If this proves to be the case, then we will cancel some subscriptions and engage some new ones.

6. Some publishers of journals, during the past five or so years, have moved to make the journals they publish available online via the Internet, as well as in print. Some have even gone so far as to eliminate the paper versions of their journal offerings and go strictly with electronic versions. The University of Manitoba Libraries (UML) now have access to 7,018 journals in electronic form (as of Jan. 14, 2003). This number will certainly increase.

   For the most part, publishers of electronic journals initially offered access to their electronic products for free to libraries subscribing to the paper editions of the same journals. This is now changing. Publishers are charging for the right to use their electronic products. For university libraries in general, it was easy to justify subscriptions to both paper and electronic versions of the same journals when there was no additional cost. With the change in pricing models, however, it is difficult financially to continue to provide access to identical content in more than one format.

   The UML, in recognition of this fact, in the summer of 2002 began a process of moving from subscription to both paper and electronic versions of the same journals to subscription to the electronic version only. Money thus saved will enable the Libraries to minimize the number of future cancellations of journal subscriptions and will perhaps enable us to subscribe to new titles.