ST JOHN'S COLLEGE
ASSEMBLY MINUTES

For the meeting of April 23, 2008


Regrets: L. Broadhurst, B. Cantelo, S. Close, M. Einarsen, B. Hallman, S. Kouritzin, B. Payne, P. Penner, J. Perepeluk, and J. Stafford

1. Opening Prayer
P. Lampman opened the meeting with prayer.

2. Approval of the Agenda
- The motion under item 5. b. should read: “That Robert Thomas be elected as Chair of Assembly for the 2008-2009 year.”
- under item 7.d) separate Bursar from Chaplain & Dean of Residence, letter “Chaplain & Dean of Residence” as item e) and re-letter the remaining items f), g), and h).

MOTION: That the agenda be approved a) corrected.
H. Shepherd/W. Norton

3. Approval of the Minutes from the Meeting of February 13, 2008 (attachment 1 to the agenda)
- Page 2, item 5.b) under “secretary’s Note” the term should be “one-year” not “three-year”.

MOTION: That the minutes be approved a) corrected.
S. Alward/P. Lampman

4. Business Arising from the Minutes
a) Honorary Fellowship/Degrees Update
J. Hoskins reported that at our last meeting Assembly approved an honorary fellowship nomination and made two honorary degree nominations to Council. Council has approved the nominations. All three have been informed, accepted and the press release has been sent out. The Rev. Dr. Judy Flynn is to receive an honorary fellowship, Dr. J. Edward (Ted) Chamberlin is to be awarded a Doctor of Canon Law (Honoris Causa) The Rev. Phyllis Keeper will be awarded a Doctor of Divinity (Honoris Causa).

b) Dean of Studies Election
G. Friesen reported the results of the election by mail ballot for the position of Dean of Studies; Bonnie Hallman was elected Dean of Studies for a one year term (July 1/08 – June 30/09).

c) Lecture Theatre Update
I. Froese reported that the concrete was poured for the sloped floor and part of the hallway floor over the last couple of days. The contractors will start on the decking of the faculty lounge soon. At the last meeting of Assembly, there was discussion about the slippage in the construction schedule. That is much better now; construction seems to be on track. The key for the lecture theatre being ready is for the Audio Visual Department to get their work done in there before September. The contractors will be breaking through the Faculty Lounge wall during the last two weeks of May. We continue to meet with the contractor to stay on top of things.
5. New Business
   a) 2008/2009 Budget
      I. Froese reported that the budget normally would be brought forward for approval at this meeting however, he is still waiting to receive information regarding how many rooms the English Language Centre want to reserve for Intensive English Program students. Ivan reported that he received the numbers yesterday and now he can proceed with completing the budget proposal in time for the May meeting of Assembly.

b) Nominate a Chair for the 2008/09 year
   MOTION 1: That Robert Thomas be elected as Chair of Assembly for the 2008-2009 year.
   G. Friesen on behalf of Assembly Executive  
   MOTION 2: That nominations close.
   B. Beare/H. Shepherd
   MOTION 3: Now that nominations have closed, that motion 1 above be approved.
   G. Friesen on behalf of Assembly Executive  
   CARRIED

c) Residence Suite for Guests
   Assembly proposed that one suite in residence be left open for visiting scholars and visitors, such as convocation honorary degree recipients. If we get revenue replacement from central admin we will have to develop terms of use.
   MOTION: That a single suite in SJC Residence be removed from the 2008-2009 room inventory, contingent on receipt of funds from Central Administration for revenue replacement for stays in residence by visiting scholars.
   G. Friesen on behalf of Assembly Executive  
   CARRIED

6. Reports from College Committees
   a) Finance Committee
      I. Froese reported that at the last meeting of Council, the Finance Committee recommended changes to the Ashdown Foundation Trust, Lillian Gibbons Bequest, Academic Endowment, Canadian Studies Trust, trust funds to more accurately reflect the original terms. The Committee also authorized College administration to get quotes for the first and second floor residence washroom upgrades. The Finance Committee will review the budget proposal at its next meeting.

7. Reports from College Officers
   a) Warden
      J. Hoskins submitted the following written report for the minutes:

      Since the last Assembly meeting, the Committee which I chaired to Review the Chaplain/Dean of Residence completed its work and in accordance with the unanimous advice given by that committee, I recommended to Council that the Rev. Paul Lampman be reappointed for a five year term beginning August 1, 2008. I am pleased to report that Council approved that report unanimously.

      On March 5, the Development Officer and I hosted three alumni at the U of M International Women's Day dinner, at which President Emőke Szathmáry was the speaker. On March 27, Maureen Kolodie and I participated in a U of M alumni reception in Brandon.

      On April 1, I met with Dr. David Morphy, Vice-Provost (Student Affairs), Mr. Joe Danis (Director of Housing and Student Life) and Dr. Denis Bracken (Rector of St Paul's College) to discuss a "Lead/Serve/Engage" initiative to enhance student life at the U of M.

      On April 3, I met with President elect David Barnard who was in Winnipeg having transition meetings with campus leaders. I had previously supplied him with briefing notes about the college and, at our meeting, I gave him brochures and a copy of Prof. Bumsted's history of the college. I believe that the meeting went well and Dr. Barnard appreciates the role of the colleges at the University of Manitoba.
On April 15, I represented the college at a dinner hosted by the University to honour those who had made major donations during Dr. Szathmáry’s tenure as president. Among those at my table were B.A. Robinson, Ross Robinson and Alana Robinson. The B.A. Robinson Company has recently made a significant donation to our residence improvements. Also at the table were former SJC Vice-Stick, David Asper, and his wife Ruth.

On April 24, the Dean of Theology and I will be hosting the Rev. Eileen Turner and the Rev. Spencer Turner from St. John’s College Nottingham.

On May 21, the Development Officer and I are hosting a table at the gala dinner to celebrate Dr. Szathmáry’s presidency.

I have been recruited to be the United Way leadership chair for the Universities and Colleges Division. I will be working with the Division co-chairs, Dr. Glen Feltham and Dr. Jeff Zabudsky.

I just received notification of four appointments to senior leadership positions at the University of Manitoba: Dr. Norman Halden as Dean, Clayton H Riddell Faculty of Environment, Earth and Resources; Mr. Christopher Axworthy as Dean, Faculty of Law; Dr. Harvey Frankel as Dean, Faculty of Social Work and Ms Karen Adams as the Director of Libraries.

b) Dean of Studies
C. Trott submitted the following written report for the minutes:

Since the last Assembly meeting we have had the following activities:

1) There have been 2 Soup and Bread Seminars. On February 25 Sandra Kouritzin spoke on, “Look, we have lights at the flip of a switch; we don’t need to speak another language”: Is Knowing Another Language as Important as Knowing Math or Science? On March 10 Robert Thomas spoke on, “Some concrete mathematics and (if time permits, as we say) a problem of representation”. Thank you to William Norton for organizing these seminars.

2) Participated in the “Rip the Strip” for Cancer fundraiser organized by the students on March 25.

3) On March 27 there was a reception for Lesley Cowan, our departing faculty secretary. The event was well attended and all were sad to see Lesley leave us after many years of working at the College. We are delighted to welcome Diana DeFoort as our new Faculty Secretary, and she seems to be settling into the job well.

4) On April 1 the Dean of Studies and the Dean of Residence sponsored the second annual the Gorilla Golf Classic. The weather was much better this year and much fun was had by those who participated.

5) April 8 was the End of Term Bar-B-Q where the Gorilla Golf awards were given out as well as student awards.

6) On April 9 the End of Term Reception was held for Fellows and Staff.

We have upcoming:

5) May 8: Lobster Dinner

We will be sad to say goodbye to Junior Fellow Kira Tomson who has accepted a position at Dalhousie University.

Most of my work has involved organizing the courses to be held in our lecture theatres next year. We are delighted that we seem to have a well rounded program for our students.

c) Dean of Theology
There was no report as the Dean of Theology sent regrets to this meeting.

d) **Bursar**
I. Froese submitted the following written report for the minutes:

**Staff Changes**
Diana DeFoort was hired as our new Faculty Secretary & Awards Clerk, replacing Lesley Cowan who had been at the College in some capacity for almost 10 years. The hiring committee was composed of Laurence Broadhurst, Tolu Sodeyie, Elona Wiebe, Chris Trott, and myself.

Shelly Tomchuk was hired as our new Receptionist to replace Diana DeFoort. The hiring committee was composed of Maureen Kolodie, Bonnie Hallman, Heather Bartley, and myself.

**Walkway Guardrail**
Architectural plans and drawings were received from the University for the replacement of the guardrails on the walkway outside of the cloister. The estimated costs are between $35,000 - $40,000. We are currently working with the University to see if these costs can be decreased, or if there might be a chance for some of the costs to be shared.

**Residence Crawl Space**
The University and the College continue to work with our insurance agents to resolve our claim relating the crawlspace under the Residence. The work is expected to be completed sometime this summer.

End of report.

There was discussion regarding the length of time it is taking to repair the residence crawl space and the possible loss of revenue that may occur if the repair is not completed soon. After some discussion the following motion was made:

**MOTION:** That a notice be sent to Council advising them that Assembly has concerns about the completion of the construction under the residence and the possible loss of rental income and would like Council to direct Administration to look into this matter.
G. Lukács/R. Clifton

(9 for/10 against) **DEFEATED**

e) **Chaplain & Dean of Residence**
P. Lampman submitted the following written report for the minutes:

**Residence**
The Residence vacancy level was very low for the last months of the term. The Residence Leadership Team did an excellent job and it was a great pleasure to work with such an excellent team.

Our students did very well in the Spirit Cup competition with the other residences on campus, with an overall standing of fourth.

The Dons Selection Committee met on March 9 for interviews of candidates. The Warden was pleased to accept the recommendation of the Dons' Selection Committee that the following appointments be made for the next academic year:

Ms Shirley Ho, Senior Residence Don  
Mr. Harley Shepherd, Junior Don  
Mr. Ted Klassen, Junior Don  
Ms Loretta Ephraim, Junior Don

I wish to thank the Selection Committee for their work: Dr. Chris Trott, Mrs. Diana DeFoort, Mr. Ian Park, Ms Angela Kennedy and Mr. Tolu Sodeyi.

We had a serious incident on April 13, with a supposed prank. A resident student's room was entered illegally, an item was taken from the room and the student was rudely awakened by having water
dumped on him. The student did not see who did this. This is part of a continuum of bullying behaviour. Eight resident students are under review by the Peer Review Board for breach of the residence contract (participating in behaviour which demigrates an individual or group). I met with Linda Lavallée, Director of Security Services about this matter. The Peer Review Board met with all the students, and a constable from Campus Security was present, as well as the Warden and Vice-Chancellor.

The victim of the prank was moved to another room, and the lock was changed for that now vacant room. Sanctions for those involved include written apologies from all the students, one student was asked to speak to all the residents at a house meeting, and another will be speaking to new students at JumpStart about the negative consequences and dangers of misusing a social networking sites. One student has been asked to vacate the residence immediately following after his final exam.

Chapel Worship and Activities

Sunday
4 pm Holy Communion (Holy Eucharist)
7 pm Choral Evensong (1st Sun. each month with “All the King’s Men”)
Monday
9 am Morning Prayer, 12 p.m. Mid-Day Prayer
Tuesday
9 am Morning Prayer, 12 p.m. Mid-Day Prayer
4:30 pm Alpha Course; 9:40 PM Compline
Wednesday
9 am Morning Prayer, 12 p.m. Holy Communion (Eucharist)
2:30 Bible Study Group
Thursday
9 am Morning Prayer, 12 p.m. Mid-Day Prayer

The U of M Chaplains’ Association organized the following activities: a Shabbat Dinner Friday February 1, at the Congregation Etz Chayim; Thursday, March 6, 2008 - World Day of Prayer Service, St. Paul’s College - 10:15 am; PB Jam - Tuesday, March 11, 2008 - 9 am - 2 pm (sandwiches are made for the Winnipeg Boys and Girls Clubs).

On Sunday Feb. 3, two U of M students were baptized at the main service at 4 pm. They are both international students.

We have a Bible Study group which meets on Wednesday afternoons. The Alpha Course (Introduction to the Christian Faith) has been a success. It is taking place on Tuesday afternoons.

f) Development Office

M. Kolodie submitted the following written report for the minutes:

Renovations

As you are aware, the Development Offices have been in a period of transition. We have emptied and sorted approximately 15 boxes of materials. Though this is still a work in progress, we are very close to completion. I would like to thank fellows and staff for their patience during this re-organization.

Event Co-ordinator, Kathy Mitchell has left her half-time position in the Development Office to take on a full-time position off campus. Judy Jayasuriya has been hired to complete the reunion project. She has experience planning gala events.

We are currently interviewing students for our summer casual positions and hope to have that completed next week.

Donations received for the Endowment Campaign from March 1 – March 31, 2008
Total received: $50,153.12
$5,00 Canadian Studies
$400.00 Academic Endowment
$130.00 Canadian Studies
$75.00 Chaplaincy
$424.00 Marjory Ward Lecture
$11,374.00 Residence Improvements (We now have in excess of $77,000)
$420.00 Theology
$52.19 in unrestricted funds  
$7300.00 to various Scholarships/Bursaries  
$30,000 Manitoba Scholarship and Bursary Initiative  
$25.00 operating

Lecture Theatre
NOTE: Not included in the total was $10,761.53 U of M. This is money received for the lecture theatre that went directly to the University as they are now administering those funds.

Reunion
Response has been very good.  
79 people have registered  
73 attending the wine & cheese evening  
63 attending the Saturday BBQ lunch  
78 attending the Saturday dinner, 9 of them will be staying in residence  
65 attending Sunday brunch  
9 staying in residence

Travel
Dr Hoskins and I attended an Alumni event in Brandon on March 27, 2008.

 g) Librarian - Is on Leave

 h) Registrar
    No report

8. Any Other Business
   a) Report from the Senior Stick
     H. Shepherd submitted the following written report for the minutes:

     1. On March 17, 2008 the following were elected to the SJCSA:

     Daniel Draper - Senior Stick  
     Kieran Moolchan - Vice Stick  
     Mitchell Darr - Treasurer  
     Harley Shepherd - UMSU Representative

     On March 31, 2008 Mitchell Kolt was elected Chairperson of the SJCSA.

     The following have become council members by process of acclamation:  
     Joshua Adria - Communications Director  
     Kim Le - Secretary  
     Christine Reinfert - Religious Affairs Rep  
     Melissa Hoft - Literary Director

     The following have become council members by process of appointment:  
     Stephanie Lambert - Co-Programmer  
     Laurie-Anne Vermette - Assembly Rep  
     Jessica Persson - Student Affairs Rep

     At the current time all other positions remain vacant and will be filled in September during elections for First-Year Reps.

2. The results of the Residence Students' Association elections were as follows:

     Trent Hrapstead - Co-President  
     Lynn Van De Spiegle - Co-President  
     Andrew Race - Director of Finance
All other positions remain vacant at this time.

3. The Graduates' Farewell Dinner and Dance was held April 5, 2008 at Bergmann's on Lombard and was enjoyed by all who attended.

4. The SJCSA has donated $1800 to the Development Office to be distributed as SJCSA Awards. An additional $1150 was donated to the Development Office for residence improvements.

5. Joshua Adria was given $300 for his upcoming trip to Uganda where he will help build a school to provide education in one of that country's most impoverished and AIDS stricken regions.

6. St. John's College was the only college (out of St. Paul's, University College, and College Universitaire de Saint-Boniface) to send student representatives to Arts Faculty Council this year. The SJCSA is now spearheading the initiative to have students appointed rather than elected to Arts Faculty Council to streamline the process and allow easier access to the council by arts students.

7. Our Rip the Strip for Cancer Campaign raised $1424.23, more than double our original goal of $600. Thank-you to all who helped make this project a resounding success.

9. Adjournment

MOTION: That the meeting be adjourned.

S. Alward/H. Shepherd

CARIED

Official Copy of the minutes is signed by the chair and secretary and kept in the Registrar's office.

[Signature]
Chair

[Signature]
Secretary

[Signature]
Date
As of March 31, 2008

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**SOURCES**

**Previous Year Trust Revenue**

| Theology                        | 91,845 | 61,326 | 71,553 | 56,257 |
| College Operations              | 17,163 | 18,110 | 17,910 | 18,182 |
| Academic Programmes             | 59,232 | 8,516  | 80,516 | 73,672 |
| **Subtotal**                    | 168,240 | 87,952 | 169,979 | 148,151 |

**Current Sources**

| Admin & Clerical U of M        | 490,150 | 485,593 | 463,832 | 463,832 |
| Annual Giving (unrestricted)   | 10,000  | 0       | 0       | 0       |
| Misc. Rev. for College Oper.   | 8,539   | 15,885  | 13,450  | 14,400  |
| Academic Programs              | 6,097   | 4,522   | 14,850  | 6,275   |
| Conferences & Summer Res.      | 107,624 | 121,715 | 119,377 | 130,400 |
| Food Services                  | 239,592 | 251,338 | 247,226 | 254,277 |
| Residence                      | 823,088 | 884,964 | 870,066 | 962,595 |
| Chapel                         | 3,932   | 2,386   | 2,500   | 2,100   |
| Theology                       | 87,967  | 82,706  | 90,155  | 69,462  |
| **Total Current Sources:**     | 1,776,989 | 1,849,109 | 1,821,456 | 1,930,341 |
| TOTAL SOURCES                  | 1,945,229 | 1,937,061 | 1,991,435 | 2,051,492 |
| TOTAL SOURCES (ex. Theol.)     | 1,765,417 | 1,793,029 | 1,829,727 | 1,925,733 |

**"" (ex. Theol.&Cap.C.)**

| 1,765,417 | 1,793,029 | 1,829,727 | 1,925,733 |

**CUR. OP. SURPLUS**

| 4,511     | 45,560    | -7,480    | 14,935    |

**CUR. OPERATING (ex. Theol.)**

| 1,512     | 45,560    | -7,480    | 14,935    |

**CUR.OPER. (ex. Th. & Cap.Camp.)**

| 9,688     | 49,383    | 520       | 14,935    |

**ACCUM. OP. SURPLUS**

| -44,107   | 1,543     | -51,587   |

**AC. OP. SUR (ex. Theol.)**

| -65,359   | -15,709   | -72,839   |


| 28,716    | 76,099    | 27,236    |
St John's College – Standing Committees (2008-09)

Administration and Finance
(3 members elected by Assembly)
Warden
Dean of Theology
Dean of Studies
Bursar
R. Clifton (2006-09)
pending
D. Hum (2006-09)

Archives, College Press, Library
Warden
Dean of Studies
Librarian
S. Kouritian (2008-11)
L. Roberts (2007-10)
P. Thomas (2007-10)
W. Cariou (2007-10)
D. Arnason (2007-10)
D. Cooley (2008-11)

Art, Music, Social
Warden
Dean of Studies
Art Curator, (S. Alward), S. Close
Music Fellow, K. Markstrom
R. Eyford (2008-09)
C. Sinclair (2007-10)
L. Lukacs (2008-11)
K. Fowler (2008-09)
A. Perry (2008-11)
R. Thomas (2007-10)
pending

Assembly Executive
(4 members elected by Assembly for 3-year or lesser terms; at least one shall be a student)
Warden
Dean of Studies
Dean of Theology
R. Clifton (2006-09)
S. Close (2008-11)
K. Fowler (2008-09)
Chair: R. Thomas
Student: (Senior Stick) Dan Draper

Council Representatives
(6 members appointed by and from Assembly, of whom at least 1 shall be a College Fellow and at least 1 shall be a student)
S. Alward (2008-2011)
One more
G. Friesen (2008-2011)
P. Penner (2007-10)
L. Roberts (2006-09)
W. Cariou (2008-2011) [fall term]
Student: (Senior Stick) Dan Draper

Honorary Degrees
(Chancellor, the Vice-Chancellor, and four members appointed annually by and from Assembly)
Chancellor
Vice-Chancellor
D. Brydon (2007-10)
J. Dean (2006-09)
B. Payne (2007-10)
D. McCann (2008-09)

Membership
Warden
Dean of Studies (Chair)
W. Cariou (2006-09)
L. Kuffert (2008-11)
B. Ferguson (2007-10)
A. Perry (2008-11)
S. Alward (2007-10)
K. Markstrom (2007-10)
M. Benbow (2007-10)

Religious Affairs
(2 members of Assembly, 1 Theology student, 1 other student)
Warden
Dean of Theology
Chaplain
P. Penner (2007-10)
R. Thomas (2007-10)
Theology student
Student:

Scholarship
(3 Fellows elected by Assembly; if scholarships to be listed on UotM transcripts, require a majority of "faculty representatives")
Warden
Dean of Studies (Chair)
Registrar
Theology Rep: P. Lampman
S. Kouritian (2008-11)
K. Smith (2008-11)
D. Cooley (2006-09)
G. Lukacs (2008-11)
L. Kuffert (2007-10)
Development Officer: (as resource)

Student Affairs
(3 students, preferably 1 day & 1 Res. 1 member of Assembly)
Warden
Dean of Studies
Dean of Residence
Registrar
Vice-Stick
L. Broadhurst (2008-11)
Res. Student:
Day Student:
Student:

Visiting Speakers/Canadian Studies
Warden
Dean of Studies (Chair)
M. Benbow (2008-11)
A. Perry (2008-11)
G. Friesen (2006-09)
E. Jones (2007-10)
R. Kretsch (2008-09)
K. Young (2008-09)
R. Eyford (2008-09)
J. Stafford (2008-11)

Esquire Bedells
S. Kouritian
R. Clifton
St John’s College
2008/2009 Assembly Meeting Dates

Draft Dates

Assembly Executive

Tuesday  September 9, 2008  @ 3:00 p.m.
Tuesday  October 7, 2008  @ 3:00 p.m.
Tuesday  January 6, 2009  @ 3:00 p.m.
Tuesday  April 14, 2009  @ 3:00 p.m.
Tuesday  May 5, 2009  @ 3:00 p.m.

Assembly

Tuesday  September 23, 2008  @ 2:30 p.m.
Tuesday  October 21, 2008  @ 2:30 p.m.
Wednesday  January 21, 2009  @ 2:30 p.m.
Wednesday  April 29, 2009  @ 2:30 p.m.
Wednesday  May 20, 2009  @ 2:30 p.m.

Assembly NOTES:
The six members appointed by Diocesan Council to Council are also members of SJC Assembly.

Assembly members do not attend Assembly Executive meetings unless they have been appointed to the Executive committee.
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