ST JOHN’S COLLEGE
ASSEMBLY MINUTES

For the meeting of February 13, 2008


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

2. Approval of the Agenda
   MOTION: That the agenda be approved as circulated
   S. Alward/C. Trott  CARRIED

3. Approval of the Minutes from the Meeting of October 23, 2007 (attachment 1 to the agenda)
   MOTION: That the minutes of October 23, 2007 be approved as circulated.
   C. Trott/K. Smith CARRIED

4. Business Arising from the Minutes
   a) Lecture Theatre Update
      I. Froese reported that the work on the Robert B. Schultz Lecture Theatre is progressing slowly. Recently, because of some issues with the contractors revising the work schedule, there was some concern that the lecture theatre might not be ready for September. A special meeting with the project manager, the president of the company, the contractor, the U of M and St John’s College was held. At that meeting, SJC and the U of M stressed the importance of having the project completed by Sept 1, 2008. The contractor said that there was a lack of labour force. Since that meeting, the contractor has hired more crew. Another meeting will be scheduled to discuss a detailed work schedule and critical path. It is the contractor’s hope that the lecture theatre will be completed by the last week of June. The U of M is monitoring the work schedule.

5. New Business
   a) Honorary Degree Nominations – Closed Session
      MOTION: That we move into closed session.
      C. Trott/S. Alward CARRIED

      MOTION: That we move out of closed session.
      C. Trott/H. Shepherd CARRIED

      During closed session, Dr Judy Flynn was elected to receive an Honorary Fellowship at Convocation this year and two motions were approved recommending honorary degree nominees to Council for approval.

   b) Dean of Studies Position (attachment 2 to the agenda)
      MOTION: That G. Baldwin be nominated as the Dean of Studies from July 1, 2008 – June 30, 2009. G. Friesen on behalf of Assembly Executive WITHDRAWN
G. Friesen made a call for other nominations from the floor.

**MOTION 2:** That K. Smith be nominated as the Dean of Studies from July 1, 2008 – June 30, 2009.
E. Jones/S. Close

**MOTION 3:** That B. Hallman be nominated as the Dean of Studies from July 1, 2008 – June 30, 2009.
D. Cooley/K. Tomsons

G. Friesen reported that G. Baldwin said he would only let his name stand for nomination if there were no other nominations made. Since there were two other nominations, Assembly Executive withdrew their motion.

**MOTION 4:** That the nomination of G. Baldwin as the Dean of Studies from July 1, 2008 – June 30, 2009 be withdrawn.
G. Friesen on behalf of Assembly Executive

**MOTION 5:** That nominations close.
B. Norton/S. Alward

G. Friesen said that we would hold an election by a mail ballot, administered by the Registrar, to determine who will take on the one-year term.

*Secretary's Note:* Since the meeting an election was held and Dr. Bonnie Hallman was elected as the Dean of Studies for a three-year term, July 1, 2008 - June 30, 2009.

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c) **Budget Summary** *(attachment 3 to the agenda)*

I. Froese circulated the attached budget summary at the meeting and reported that, overall our expenses remain within the budgeted amounts, and our revenues are on track with what we have projected. We had some vacancies in the Residence for first term, but have managed to fill some of those rooms for second term. Café sales are up and food service revenue is up. The utility bill form the U of M will arrive soon. Ivan reported that he is not anticipating anything out of the ordinary.

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d) **2008/09 Residence Rates** *(attachment 4 to the agenda)*

Following a considerable discussion in which the mechanism for determining the proposed rate increase was explained and alternative scenarios were offered, the following motions was made:

**MOTION:** That Assembly approves an increase to the residence rates by 4.3% for 2008-2009.
I. Froese on behalf of the finance Committee

(21 for, 3 opposed, 2 abstentions) **CARRIED**

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6. **Reports from College Committees**

a) **Finance Committee**

I. Froese reported that at the last Finance committee meeting, they approved the minutes of the last meeting, reviewed the trust accounts, switching from book value to market value, recommended 2008/09 budget parameters to council, reported on the construction of the Robert B. Schultz Lecture Theatre and discussed improvements to the Residence washrooms.

b) **Scholarship Committee – Award Report** *(Attachment 5 to the agenda)*

The Awards Clerk sent the Scholarship Committee's report of award recipients and alternates out with the agenda as information.

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7. **Reports from College Officers**

a) **Warden**

In December, I submitted our annual budget request to the University budgeting process and in January, I met with members of Senior Administration. For the past number of years, the budget requests have
been for incremental funding, above our current budgeted level. We have been asking for

$30,000 to pay for the “Opportunity Courses”. This year, with the construction of the Robert B. Schultz
lecture theatre, we will not be required to “purchase” super-numerary courses and so will only require
the very small amount of funding to pay for the audio-visual set-up for the biology lectures. I have
asked for funding to replace the revenue earned by one suite so that we could make that suite available
for visiting lecturers. We have also requested a small amount of funding for inter-disciplinary and
collaborative colloquia.

From January 21-23, the Development Officer and I visited alumnae and donors in Toronto. This was
largely a stewardship trip in which we spoke with members of our community about the lecture theatre
and our new initiatives.

In January, I met with Dr. Steven Johnson and Mr. Peter Brass at St John’s Ravenscourt School about
areas of mutual interest and recruiting SJR students for SJC. This week I meet with Mrs. Claire
Sumerius, the Head of Balmoral Hall, with a similar agenda.

The Dean of Studies and I recently responded to a request by the University Secretary to prepare
briefing notes about St John’s College for President-elect, Dr. David Barnard.

b) Dean of Studies
Since the last Assembly Meeting I have organized the following activities:

1) The first Soup and Bread Lecture was given on October 23 by Dr. Bonnie Hallman on “Shutterbugs:
Families, Family Photos, and the Zoo as Leisure Environment”. About 15 Fellows attended this
event. The second Soup and Bread Lecture was given by Dr. David Punter on November 21
entitled, “Dwarf Mistletoe: Not for Kissing”.

2) Dr. Susan Lobo, University of Arizona, was a Distinguished Visiting Lecture at the University and
St. John’s between October 25 and October 31. She presented seminars in the Departments of
Anthropology and Native Studies, taught a class in Sociology, and gave a public lecture on the
evening of October 30. She also had the opportunity to visit the Institute for Urban Studies at the
University of Winnipeg, attend the Aboriginal Literary Festival in Brandon and the Metis
Celebration at Manitowabbe.

3) An End of Term Fellows and Staff Reception was held on Wednesday December 5. This is possibly
the noisiest reception I have ever attended, which might have had something to do with the fine
Wassail bowl prepared by Ian Park.

4) A College Family Christmas Party was held for the first time in many years on Saturday December
8. Despite the very cold day, which prevented the planned tobogganing activities (except the
Thomas’), 38 Fellows, staff and their children attended an afternoon including “George the Science
Guy”, games, food, and a visit from St. Nicholas. The event was successful and those who attended
would like to see it happen next year.

5) Dr. Karen Smith presented the third Soup and Bread Lecture on Monday January 24. The Faculty
Lounge was crowded with Fellows, leaving no space to sit. I would like to thank Bill Norton for
organizing the Soup and Bread Lectures this year.

6) The Annual Burn’s Night Dinner was held on Friday January 25. Forty-six Fellows and friends
enjoyed a superlative meal, good scotch and good company. I would like to thank Dr. Brenda
Cantelo for working hard to organize this event.

Due to an upgrade on the student management system at the University, timetabling for next year has
only now started. We are working with the Faculties of Arts, Science, Music, Architecture and
Environment to ensure a rounded program for our students in the new lecture theatre.

I have submitted my resignation as Dean of Studies to Assembly as I will be on research/study leave
from July 1, 2008 until June 30, 2009.
c) Dean of Theology
J. Stafford reported that Theology Faculty Council had a retreat on February 7, 2008 to discuss: sessional instructors, hiring proposal, reinstating M.Div. and B.Th. Programs, enrollments, relationship with the Winnipeg Theological Corporation, Budget considerations, the role of the Advanced Certificate, the role of ministry placements, and revisiting the question of academic of academic prerequisites for enrolment.

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

Residence
Because of delays with our insurance claim, the work has temporarily stopped under the Residence. The adjuster assigned to our claim hasn’t been as responsive to our situation as we would like, and his efforts have not been very effective. As a result, I contacted our insurance agent who will work on our behalf to speed up the process and see that the process begins to move more quickly. I continue to be in contact with the University and Physical Plant and in conversation with them regarding the project, as this will ultimately end up being a joint claim between both parties.

Walkway
The walkway between Residence and the Cloister continues to be blocked off. We are waiting for an estimate from Physical Plant to repair the railings so that we can reopen this part of the College. Because of the scope of the work, the University architects are required to be involved, and this is contributing to the length of time it is taking.

Development Office
The Development Offices have all been repainted, and a lot of time and energy has been spend on reorganizing and streamlining the way their space is used. Feel free to drop in and see the changes that have been made.

e) Chaplain & Dean of Residence
Residence
At present, we have 96 residents (this includes a resident who is here for one month), and 4 vacancies. On Friday we will have a new student move into residence. At the end of February we will be welcoming three new graduate students from Brazil. At that time I expect that there will be only one vacancy.

The Residence Leadership Team is doing an excellent job. Community spirit is very good. The annual Snow Bowl game is planned for February 10th. The Residence Students’ Association is doing a good job of implementing a wide variety of social events such as table tennis and pool table tournaments, movie nights, (one hallway was planning on going skating at the Forks this week, but it is now too cold). They are planning on going go-carting after reading break.

We are in 3rd place in the Spirit Cup competition with the other residences on campus. The ratings are: 1st East Tache; 2nd West Tache; 3rd St Johns; 4th University College, 5th Speechly, 6th Arthur Mauro.

On November 25, the College participated in a University recruiting event call the Evening of Excellence. The next recruiting event is “Info Days” here during reading week.

Interviews for next year’s Residence Dons will take place in early March.

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 met early in the term to organize our activities. Events include: a Shabbat Dinner planned for 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).

The Chapel community and the wider College community are supporters of the U of M Food Bank. We prepared Christmas gift hampers are two single parent families. This work for the local Food Bank continues.

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 and we are planning an Alpha Course (Introduction to the Christian Faith) which is taking place on Tuesday afternoons beginning Feb 19.

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

Lecture Theatre
The Lecture Theatre Campaign has now ended.
Number of Bricks sold to date: 137
Number of Seats in 118 sold to date: 37

Donations received for the Endowment Campaign up to December 31, 2007
$1,270 Academic
$1,275 Canadian Studies
$2,185 Chaplaincy
$1,000 Marjory Ward Lecture
$34,867 Residence Improvements (includes one $15,000 donation)
$825 Theology, and we also received
$17,260 in unrestricted funds

Phone Centre
The phone centre operation has ended. Student supervisor Tolu Sodeyi will submit a report to the Development Office by March 2008.

Reunion
60’s reunion committee met on January 15, 2008. Kathy Mitchell and I went to the Richardson Centre in Smart Park for a mini tour of their facility. We were looking at this as a possible sightseeing tour for the re-union. Based on the information presented the committee approved this as one of two tours to be offered. The other will be a tour of Winnipeg and the changes that have occurred in the past ten years.

Travel
Dr Hoskins and I visited alumni in Toronto which Janet mentioned earlier. The trip was very rewarding for me, as I had the opportunity to meet some wonderful people. One highlight was that two of the people we met with were Violet and Keith McKeen, and we were able to share in the celebration of Keith’s 87th birthday. Janet gave him a copy of Jack Burnsted’s history of St John’s College.

Estate Gifts
The College is to receive approximately $35,000 from the Beatrice Walker estate, which will be allocated to the Theology Endowment.

Foundation Gifts (Grant Funding)
From the G.N. Anderson Foundation ($2,500.00) and the F.K. Morrow Foundation ($10,000), both to be used for Residence Improvements.
g) Librarian – Is on Leave

h) Registrar
   E. Palmar reported that she will be recruiting at the U of M Info Days Feb 19 & 20, that she is almost finished compiling the annual report which, will go to Council for approval in March and is currently revising our promo booklet for the 2008-2009 year.

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

      Elections
      Election dates have been set as follows:
      -Senior Stick, Vice Stick, Treasurer, and UMSU Representative
      -Nominations open March 3 and close at 4:30 PM March 10. Campaigning from March 11-16.
      -Election March 17.
      -Nominations for all other position open March 17 and close 4:30 PM March 24. Campaigning will occur from March 25-30 with elections March 31.

      Good Times Social
      The annual Good Times Social was held at Wise Guys on Campus February 1. There was a small turnout but those who attended enjoyed themselves. To promote membership in the College free drinks were dispensed at random on behalf of the Students' Association.

      Igglies Advocate
      The Igglies Advocate was released February 12. The Literary Director thanks all who submitted. Thanks are also extended to Dr. Karen Smith for submitting. It is hope such will be the beginning of many articles submitted by the Fellows.

      Recruitment
      Student Council members will be volunteering with to help the Registrar run the recruitment booth at Info Days during Reading Week.

c) Faculty Assistant/Awards Clerk
   I. Froese reported that after nearly ten years of employment at St John's College, starting out in the Development Office, then as the College Receptionist and finally as the Faculty Assistant & Awards Clerk, Lesley Cowan has decided to explore other opportunities and end her time at St John's. Lesley also lived in our Residence as a student for a number of years, and so her involvement and association with the College has been a lengthy one. Lesley's last day will be March 31st, 2008 and we wish her nothing but the best in her future endeavors.

   **MOTION:** That the Chair of Assembly writes a letter of thanks to Lesley Cowan for her service to the College.
   C. Trott/J. Hoskins
   **CARRIED**

7. Adjournment
   **MOTION:** That the meeting be adjourned.
   C. Trott/J. Hoskins
   **CARRIED**

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

[Signature]
Chair

[Signature]
Secretary

[Date] 23 April 08
As of December 31, 2007

**EXPENDITURES**

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**SOURCES**

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