ST JOHN’S COLLEGE
ASSEMBLY
MINUTES

For the meeting of January 21, 2014 @ 2:30 pm in Room 206 St John’s College

Present: B. Cantelo, L. Kuffert, C. Trott, B. Peeler (Chair), S. Peters (Secretary), J. Markstrom, I. Froese, B. Hallman, K. Markstrom, A. Pawlowska, L. Alexandrin, J. Bouchard, A. Perry, A. Chubb, G. Bak, B. Ferguson

1. Approval of the Agenda:
   MOTION: That the agenda be approved as distributed.
   C. Trott/L. Alexandrin
   CARRIED

3. Approval of the Minutes of the meeting on October 15, 2013
   MOTION: That the minutes of the meeting of October 15, 2013 with the following amendment, that the grammar under senior stick re student membership be corrected and add in the report from the Dean of Studies.
   C.Trott/A. Pawlowska
   CARRIED

4. Business Arising from the Minutes of the October 14, 2013 meeting
   None

5. New Business
   a) Award report for the previous year - Warden presented the list of recipients for information.
   b) 3rd quarter Budget summary - Presented by the Bursar for information.
   c) Feasibility Study - Presented by the Director of Development of the Feasibility study undertaken this past summer and fall by Katarina Kupca and Janet Walker on our behalf. The presentation summarized their findings.
   d) Strategic Planning - The Warden introduced the need for strategic planning involving the various constituencies of the college, to assist with the capital campaign. A steering Committee has been set up to guide the process, and a Fellow is needed for the steering committee. Please inform the Warden if you are interested in participating. There is also a discussion of Theological Education in the Diocese that will be plugged into the strategic planning process. The Warden would like to hire someone to run the process. Brenda Cantelo will volunteer to be on the Steering Committee.

6. Other Business
   None

7. Reports
   a) Reports from College Officers
Warden

Warden’s Report for Assembly
January 21, 2014

In the Fall, the College entered into a partnership with St Margaret’s Church and Wycliffe College, Toronto to offer for credit courses in theology. Since our theology program is suspended at this time, University credit has been offered by Wycliffe College. In the Fall a course on Introduction to Anglican Theology was offered and this term a course on Systematic Theology is being offered. As part of St John’s contribution to this project, I insisted that some of the lectures (4 first term and 3 second term to be precise) be open to anyone from the public who may be interested. In the first term 9 students registered to take the course for credit and 12 audited the course. Between 40 and 80 people attended the public lectures. Although the numbers are not quite final for this term, they are equivalent, fewer people taking the course for credit, more auditing. At the opening lecture we had 35 attendees.

We are also preparing for the Wilmot Lectures this year. Unfortunately our speaker, Prof. Alan Sell had to withdraw due to illness and so we are going to initiate an interfaith dialogue process over March 17, 18, and 19 with a variety of interveners from different faith traditions.

We are also in negotiation with the Centre for Christian Studies to offer a program called Deepening Understanding for Intercultural Ministry in June. This program is offered by the Canadian Church’s Forum. We are presently investigating opportunities to allow this course to be for credit.

Bishop Philips and I have appointed the Commission to look at Theological Education in the Diocese and set the terms of reference. The Commission members are Ms Kirsten Pinto-Groerer (Convener), the Rev, Jaimie Howison, the Rev. Dr. Cathy Campbell, Dr. Paul Dyck, Dr. David Watt, and Rev, Allison Chubb. They will be starting their work shortly.

Since the last Assembly:

1) I represented the College at the University Fall Convocations (Oct 16, 17)
2) Met with University 1 and St Paul’s concerning the Learning Community
3) Acted as External Examiner for a Doctoral Dissertation at Laval University
4) Attended a workshop on Universities Working with Indigenous Peoples with the Deputy Minister of AANAC
5) Planned and hosted our first Nine Lessons and Carols service (Dec 15)
6) Hosted the Children Rising Mentorship Program at the College (Nov 23)
7) Had my legs waxed in a student College fundraiser for the Philippines
8) Appointed to the Presidential Advisory Committee for a new University Librarian
9) Hosted the College Family Christmas Party (December 7)
10) Attended the Senior Executive Retreat (Dec 9,10). The University is preparing to start a Strategic Planning Process
11) Worked with St Paul’s College on the Knight Lectureship Application
12) Attended a Development for Deans Workshop (Dec 18)
13) Interview on CBC for the U of M Press on Sanaaq (Jan 18)
Dean of Studies

Dean’s Report to Assembly: January 21, 2014.

First of all, we welcome Jade Weimer, our new Junior Fellow. Jade is currently finishing her dissertation for the PhD program in religious studies through the University of Toronto, and teaching courses in the Department of Religion at the University of Manitoba. Her work focuses on early Christian social history and liturgical practice, with a specific emphasis on music in the religious traditions of Greco-Roman antiquity.

Our Opening of Term Reception was held in the Senior Common Room from 3:00 to 5:00 p.m. on Wednesday, January 15th.

Thanks to Erin Millions who is organizing our Soup and Bread Lecture Series this term. As always, the lectures are free and open to all and include Ian Park’s delicious breads, vegetarian soups and salads. Please plan to attend as many lectures as you can and join in the discussions.

Soup and Bread Lectures Winter 2014. All lectures are in the Senior Common Room and begin at 12:30 p.m.

Jan 29 - Lisa Alexandrin. “Medieval Islamic Remedies for Insomnia and Nightmares.”
Feb 25 - Anthony Waterman. “St. John’s College in 1913-1914: Our Last Normal Year?”
March 12 - Agnes Pawlowska. “Intangible Cultural Heritage in Manitoba.”

Amy Scott is coordinating the events for our Brown Bag Lunch series now, so please bring your lunch and join us in the Senior Common Room at 12:30 p.m. Free desserts!

Wednesday January 22, 2014. Monica Woods and Ricardo Soriano from the University of Manitoba Research Quality Assurance will speak on “Revisiting Quality Research.”

Tuesday February 11, 2014. Shelley Sweeney from the University of Manitoba Archives and the Truth and Reconciliation Centre will present, “How the Archives of the Truth and Reconciliation Commission on Indian Residential Schools will Transform the University of Manitoba.”

Wednesday March 19, 2014. Rick Jansen from the University of Manitoba Security Services and the CPTED Program will be discussing, “Security Services and Safety Initiatives at the University of Manitoba.”

Plans are in progress for the 2014 Marjorie Ward Lecture and we will be announcing the speaker, dates and title of the lecture as soon as the details are settled.

The St. John’s College Student Association with be hosting a Social for all College members "young and old" on Friday, February 7th at The Hub.

Based on the success of last year’s event, the College will be hosting the second annual St. John’s College Art Competition. This is a campus-wide competition coordinated by Ian Park and the Art Committee, with juried prizes for the 1st, 2nd and 3rd place. Winners will be
announced on February 13, 2014 at a reception in the Daily Bread Café sponsored by Ian Park, Food Services Manager. Submissions will be showcased during the month of February in the Daily Bread Café.

Feb 20 · 2014. New! Live, Lunch and Learn. An invitation for Alumni to attend the College, enjoy a soup and sandwich lunch and engage in stimulating topics of discussion lead by guest speakers.

March 20, 2014. Bach’s Birthday. Held in the Chapel of St John the Evangelist. We will highlight local musicians who perform compositions by Johann Sebastian Bach. The concert will be followed by a reception.

4th Annual Curry Cook-off. (Date to be announced) This event has gained high acclaim between our two cooks Dr Chris Trott, Warden of St John’s College and Dr Norman Halden, Dean of Clayton H. Riddell Faculty of Environment, Earth and Resources as they go head-to-head to make the best curry. All proceeds go to the William Norton Scholarship.

Brenda Cantelo, Dean of Studies

Chaplain

Chaplain’s Report to Assembly, January 2014

In the past month, I have been working on the following:

- Advent service of Nine Lessons & Carols in mid December, with a great choir and people participating from across the university. A good turnout for our first service.
- Interchaplaincy Advent service over lunch with St Paul’s and the Chaplain’s Office at University Centre (hosted in the SJC chapel)
- A quiet retreat day on December 1st, held in the chapel
- Several international students were hosted for dinner by Canadian families (some from SJC, others from elsewhere) over the Christmas break. This will be done again next year and a greater effort will be made to connect the students (we had more families than students!)
- This month, a simplified midday prayer service has been introduced and a monthly Eucharist service has begun, held the second Wednesday of each month.
- A Chinese New Year party is being planned for the 31st
- Conversation has begun with Muslim students about how we might create a space at St John’s for their worship and/or for their Student Association office.
- 6 months in to the two-year interim period, I have begun my interim report.
Bursar

Bursar report to Assembly January 21, 2014

Building Project
After not garnering enough interest from contractors in the summer to put out an RFP, the project to replace the carpet and repaint the walls throughout the lower level hallways was reconstituted and began in the middle of December. The scope of this project was as follows:

- New linoleum flooring, and new paint in the lower level hallways, student carrel room (room 105), and open study area (room 110)
- Acoustic tiles throughout the hallways
- Re-design of the built in seating in the hallways
- Replacement of damaged and missing ceiling tiles in the hallways
- New, uniform classroom and room signage throughout the lower level
- New carpet in the Quiet Room

Just a reminder that this project is being paid for from College University funds that had been held over from the last fiscal period, and topped up with additional funds from this year’s budget.

Residence internet/renovations
We now have fully functioning internet service, provided by the College, in every residence room. This is an extremely significant new service that we are now able to offer, and keeps us competitive with the various other housing options available to students on campus. This, along with the continued renovations to our residence rooms (which is nearing completion), dramatically improves what we can offer students and makes us a much more attractive option.

Conference
On Tuesday, November 28th, Elnora Wiebe and I attended a day-long seminar conducted by our accounting software vendor. There are constant upgrades in functionality that they do a good job of previewing for all their customers, and it’s a chance for us to discuss common issues that other organizations face as well.

Budgeting
Preliminary work on the College’s 2014-15 operating budget will begin soon, beginning with determining the residence rates for next year. Also, on January 23rd, the Warden and I will be meeting with the university to discuss the Strategic Resource & Planning document that was submitted. Included in these discussions will be how we as a College would cope with a 5% cut in our university budget.
Dean of Residence

Dean of Residence Report

Internet
The wired internet project was completed in the last week of November. The residents are much happier now that they have internet and it is working properly. I am currently working towards getting a temporary wireless service to provide for the common areas until the university completes their wireless network in the residence.

Residence Life
One of the SJRSA’s co-chairs decided to pursue his education at another institution and has left his position. Nominations/Elections were held last week and Kadie Jorgenson and Lucus Bouteille are the new co-chairs moving forward.

Maintenance
There are 17 rooms left to install the flooring and we are upgrading one or two rooms each week.

Occupancy
We had 3 students leave at the end of December and their rooms were filled in early January. Applications are starting to come in for September 2014.

Development Officer

Development Officer Report to Assembly
21st January, 2014

Fundraising
• Gifts received since April as at today = $122,230. This is almost the same as this time last year.
• The Fall Campaign has achieved a modicum of success with over $21,600 raised ($2,000 more than last year) and an overall response rate of 4%.
• Looking at potential sponsorship and foundation opportunities.

Alumni/Stewardship
• Continuing to call/visit with donors on a regular basis.
• Chris and I will visit with alum and donors in Toronto from the 3rd February – Chris for 2 days myself to the end of the week.

Special Events
• Trying a new event tentatively entitled “Live, Lunch and Learn”. Alumni/donors will lunch here at the College and listen to a guest speaker. First is Chris Trott with “Pilgrimage to Blacklead Island”. 20th February, 2014 is the first luncheon.
• Curry Cook-Off event will be held this year possibly the third week in March.
• Bach’s Birthday – A Tribute to Retired Fellows will be held towards the end of March and will feature a concert in the Chapel followed by a reception in the Cross Common Room.
• 150th Anniversary Celebrations: Bernie and I are working on the format.

Marketing/Communications
• Currently putting together the upcoming issue of In Lumine
• Suggestions for stories/articles are appreciated.
Staffing

- Applying for a summer student.
- Currently have five volunteers coming in on a regular basis.

Misc

- Continue to attend UofM External Relations and Donor Relations Department meetings.
- Jill and I will be reviewing and evaluating the effectiveness of the Development Office and putting in place the 2014/2015 Development Office Plan within the next couple of months.

Respectfully submitted by:

Jackie Markstrom
15th January, 2014

Librarian

St. John’s College Library Report
January, 2014

The Library was open until 1 a.m. for two weeks at exam time in December. The statistics seem to warrant continuing with this. We had only one Commissionaire in December instead of 2 as we have had in the past and this seemed to work well. We have placed an order for new tables and chairs for the library with Access Furniture. The new furniture will have low dividers to create separate study space on the table tops. We hope this will mean more people will be able to use the tables. As it is now one person with laptop, back pack, coat etc. will often occupy an entire table. Having a uniform set of tables and chairs will also spruce the place up.
### St. John's College Library: Extended Hours - December 2-13, 2013

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### Registrar

Registrar's Report to Assembly
January 21, 2014

**Recruitment:**

- February 19 & 20: Info Days at the University of Manitoba. We will have a booth and are offering a session introducing the College, jointly with St. Paul's and St. Andrew's Colleges. Included will be a Taste Test pitting the Food Services of each college against each other for bragging rights of the best food on campus.

Sherry Peters
Registrar
b) Report from Senior Stick

Senior Stick Report: January 21, 2014
- The Coffee House nearly filled the Daily Bread, over $ was raised for prostate cancer research.
- On November 27 Rip the Strip occurred, and over $340.00 was raised and added to the existent Philippines Relief Fund.
- A social is booked for February 7, 2014, it will take place at the HUB pub.
- A few of us will be volunteering at Ronald McDonald House on February 14, 21, or 28.

c) Reports from College Committees

None

8. Adjournment

J.Bouchard/M.Froese

The official copy of the minutes is signed by the Chair and Secretary and kept in the Registrar’s Office

Chair

Secretary

Date

March 18, 2014