For the meeting of January 24, 2012 @ 2:30 in the Cross Common Room


1. Opening Prayer
J. Stafford opened the meeting in prayer.

2. Approval of the Agenda
MOTION: That the agenda be approved as distributed.
B. Hallman/W. Norton
CARRIED

3. Approval of the Minutes of the Meeting on September 20, 2011
MOTION: That the minutes of the meeting on September 20, 2011 be approved with the following amendments: E. Jones was at the meeting, G. Friesen’s name is on twice, N. Buhler, D. Hoft were also at meeting.
B. Beare/W. Norton
CARRIED

4. Business Arising from the Minutes of the September 20, 2011 meeting
None

5. New Business
a) Budget Summary - I. Froese presented the budget summary

b) New Scholarships: Norton and Lukacs - Moved from the Scholarship Committee.
MOTION: That the terms of reference for the Norton and Lukacs scholarships be approved.
CARRIED

c) Changes to Residence Scholarships
MOTION: That the changes to the terms of reference for the Residence Scholarships be approved.
CARRIED
d) Report on Learning Communities at St John’s College and St. Paul’s College. Warden presented history of bringing Learning Community to the Colleges and the structure.

e) Strategic Resource Planning Process - Warden presented the process for meeting with the University Administration regarding planning for the budget resources from the University. We can apply for funding for financial support for additional proposals. If anyone is interested in participating in the budget planning process, please speak with the Warden following the meeting. Students are welcome.

6. Other Business
None

7. Reports
a) Reports from College Officers

Warden

Report to Assembly
January 24, 2012

1) Most of my activity has been organizing the Learning Community proposal which I have already presented. This has taken up a lot of time in terms of meetings and negotiations. I have learned from this experience that I can only tackle one major project a term.

2) I have attended a number of meetings with the Dean of Theology at the Winnipeg Theological Cooperative, with the Dean of Emmanuel St Chad, with the Archbishop of Rupert’s Land, and most recently with the Diocese of Rupert’s Land Executive Committee. These involve wide ranging conversations on Theology.

3) I represented the college at:
   a) Fall Convocation (October 19, 20)
   b) Visit of the Norwegian Ambassador (October 26, 27)
   c) King James Bible 400th Anniversary Celebration (October 27)
   d) Bishop’s Dinner (November 3)
   e) Opening of the Elders and Traditional Teachers Gathering (November 24)

4) I have taken a number of administration courses:
   a) Policy Compliance Workshop
   b) Budget and Resource Allocation Workshop
   c) Doing Performance Evaluations

5) I went with Jackie to Ottawa and Toronto from November 28 to December 3 to meet with Alumni and Donors.

6) I have been working with Jim Dean on an application for the College to renew its membership in the Association of Universities and Colleges of Canada.
7) I have been working with St Paul's College to secure the Colleges' interests with the new Ad Astra classroom scheduling system.

8) We have started the work of the Residence subcommittee – looking at the options for the future of our residence.

Dean of Studies

Dean's Report to Assembly: January 24, 2012.
Events at St. John's College.

JANUARY

Opening of Term Reception. Thursday, January 12th, 3:00 – 4:30 p.m. Senior Common Room


Brown Bag Lunch: Thursday, January 26, 2012 at 1:00 p.m. Senior Common Room. Greg Bak presenter.

Visiting Speaker: Dr. Barbara Arneil, Professor, Political Science, University of British Columbia. “Internal Colonization Case Study: Manitoba.” Friday, January 27, 2012. 12:30 to 1:30 room 118 St. John’s College.

Invitational lunch with Dr. Arneil. Senior Common Room. 11:30-12:25 p.m. January 27, 2012.
Reading: Margaret Owen. The Home Front: Hopscotch and Heartache while Daddy was at War. St. John's College Library, Friday, January 27th at 12:00 p.m.

Muffin Break. Tuesday, January 31st at 10:00 a.m. in the Senior Common Room. John Sinclair will speak on “Sustainability at St. John's College and the University of Manitoba.” Tea/coffee and free mid-morning snacks.

FEBRUARY

Soup and Bread Lecture: Jeff Masuda. Thursday, February 9th. “Kids have to play right next to all that garbage: locating an environmental justice agenda in our own (Winnipeg) backyard.” 12:30 Senior Common Room.

Visiting Speaker: Dr. Stephen Knight, Distinguished Research Professor, Cardiff University and University of Melbourne. “Robin Hood: International Outlaw.” Wednesday, February 8 2012. Cross Common Room 12:30 p.m. Reception to follow.


MARCH


APRIL

Soup and Bread Lecture: TBA. Wednesday, April 4th

End of Term Reception. Thursday, April 4th.

Dean of Theology and Chaplain - No report

Bursar

The ramp outside of Cloister has been completed.

The wireless is up and running in the College.

Met with St. Paul’s and St. Andrews and the Blue Bombers to work out parking issues which will arise next year during game days and compensation to the College for use of the parking spaces in front of the College

Working with the University on rolling out the new classroom booking system and the new HR program.

Hired a student through the work-study program to update the art inventory.

Dean of Residence
Residence Report
Submitted by Sean Taubner, Dean of Residence

I am pleased to report that winter break in the residence was a quiet, well-ordered affair. I would like to extend special thanks to our Winter Dons: Wilson Wu (also our International Student Representative), Jian Mian Bu, and Sakib Rahman. They did their jobs as well as could be hoped for.

I am less pleased to report that bed bugs continue to be an issue within the residence. However, we have just embarked on our most aggressive treatment campaign to date. On Monday January 16th there were a series of hallway meetings conducted by residence dons in where every resident was given vital information on how to recognize if they have bed bugs, and what to do if they suspect they have them. Beginning Monday January 23rd we will embark on a series of heat and chemical treatments on any and all suspect areas.

This concludes my report.

Development Officer

Development Officer Report to Assembly
24th January, 2012

Fundraising
- Gifts received since April as at 13th January = $223,601.
- $1,100 has been added to the Academic Fund and $40,850 to the Canadian Studies Fund.
- Received a second disbursement of $30,000 from the estate of Marjorie Dance – As per Marjorie’s wishes 50% to go to scholarship and 50% to Canadian Studies Fund.
- Two scholarships have been established and are before the Scholarship Committee for approval.

Alumni/Stewardship
- Continuing to call/visit with donors on a regular basis.
- Connected with Alumni whilst in Ottawa, Kingston and Toronto

Marketing/Communications
- In Lumine will be mailed out in February.
- Suggestions for stories/articles are appreciated.

Staffing
- Susan Clarke continues to work well with staff and donors.
- We have 4 volunteers helping in our office with various tasks. One of our volunteers, Trevor, put together a very spiffy powerpoint presentation which was shown to alumni/donors on our Toronto trip. It was very well received.
Misc
☐ Continue to attend UofM External Relations and Philanthropy Department meetings.
☐ Attended the Bishops Dinner early November.
☐ A Lawrence Ritchey tribute recital is being planned to be held over the noon hour later in February.
☐ There will be a site visit to view the Galleria art project
☐ Organizing for a meal to be prepared at RMHC by students and staff. We have done this over the past few years and it is well received.

Submitted by:
Jackie Markstrom
16th January, 2012

Librarian - No report

Registrar

Registrar’s Report to Assembly
January 24, 2011

Upcoming Recruitment Events:

February 22 – 23, 2012 – Info Days at the U of M
In addition to having a booth in the MPR for Info Days, we are also inviting St. John’s Ravenscourt, Balmoral Hall, Glenlawn and Dakota Collegiate students attending Info Days to a special information session here at the College

March 5 – 7, 2012 – Brandon Career Symposium

Website Update:

The transition to the new U of M template is well underway. The new architectural structure has been worked out and the old site has been migrated to the new template. In the next several days, the new site will be populated and our website will be in the new template.

Learning Communities:

Over the next few weeks the Warden and myself will be visiting St. John’s Ravenscourt, Balmoral Hall, Glenlawn and Dakota Collegiate guidance counsellors and grade 12 students to present the College and the new learning community.
Other:

I am a part of the Orientation Working Group on the U of M campus. I hope to have some news on this front at the next Assembly meeting.

Sherry Peters
Registrar

b) Report from Senior Stick
Grad dinner and dance is March 24, 2012 at Bergmann's on Lombard. Coffeehouse in November raised money for Operation Christmas Child. Was successful.

Instead of Rip-the-Strip to raise money for Cancer Care Manitoba, SJCSA is re-thinking the fundraiser for Cancer Care Manitoba.

c) Reports from College Committees - None

8. Adjournment
MOTION: That the meeting be adjourned.
I. Froese/J. Stafford
CARRIED

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

Chair ________________________________ Secretary ________________________________ Date ________________________________