ST JOHN'S COLLEGE
ASSEMBLY Minutes

For the meeting of January 25, 2011
@ 2:30 p.m. in Room #201


Regrets: S. Kouritzin, L. Kuffert, B. Pope, A. Waterman, D. Phillips, K. Fowler, J. James, D. Brydon, E. Grislis, D. Punter, B. Ferguson,

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

2. Approval of the Agenda
   MOTION: That the Agenda be approved as circulated.
   B. Hallman/S. Alward CARRIED

3. Approval of the Minutes from the meeting of October 10, 2010
   MOTION: That the Minutes from the meeting of October 10, 2010 be approved as circulated.
   G. Lewis/B. Hallman CARRIED

4. Business Arising from the Minutes of October 10, 2010 meeting
   None

5. New Business
   a) Report from the Ad Hoc Committee on Providence College

   *The Ad Hoc Committee on Providence College was struck at the May Assembly meeting and includes Brenda Cantelo, Ivan Froese, Esyllt Jones, and Adele Perry. Over the past week we have met in person and via email to discuss the representation of the administrative relationship between Providence College and St John's College as it is represented in an advertisement taken out in the recent Anglican Journal and in the Providence College calendar available on their website. Of particular concern was a Providence College's programme described as being "in co-operation" with St John's College. The Committee does not share an opinion of how to best address this issue at this point, but the majority would like to put forward the following motion for assembly:

   WHEREAS members of this Assembly have expressed concern about the nature of the relationship between St John's and Providence College in the recent past, leading to the establishment of a committee to investigate this matter; and

   WHEREAS St John's College has recently been publicly referenced as working "in cooperation with" Providence College in offering a Master of Divinity (Professional) Anglican Studies Track in Providence College course descriptions (available through their website), and in an advertisement placed by Providence College in the Anglican Journal, volume 137,
WHEREAS no formal memorandum of understanding exists between Providence College and St John's which would make this relationship transparent to members of this Assembly and to the public, and make clear the boundaries and obligations of the two institutions;

WHEREAS all changes to academic programs at SJC must come before this Assembly:

WE THEREFORE MOVE THE FOLLOWING:

"SJC shall develop a memorandum of understanding with Providence College to clarify the character of their relationship and what, if any, obligations and implications flow from it; and this Memorandum come before Assembly for approval"

Discussion centered around the purpose of a memorandum of understanding and its necessity to clarify the relationship between St John's College and Providence College. Concern was raised that such a memorandum would increase the current relationship with Providence College, whereas right now the status quo is that St John's College offers courses which Providence students can take for credit. The concern was addressed by noting that the relationship between the two institutions would not change, it would merely be clarified with official wording for both parties. It was also noted that this was not a legal document or legally binding but a process and a place to start discussion and a document to return to if necessary. It was suggested that the memorandum was necessary for clarification within the institutions, and as documentation of that clarification to refer to should there be changes in administration.

Motion: That SJC shall develop a memorandum of understanding with Providence College to clarify the character of their relationship and what, if any, obligations and implications flow from it; and this Memorandum come before Assembly for approval

A. Perry/B. Hallman

CARRIED

Follow-up remarks: The committee will check with Joanne Keselman's office for a template of a Memorandum of Understanding and will circulate the template within the Ad Hoc Committee and with other members of Assembly who are interested in further discussion.

b) Report from the Warden's Search Committee

The Warden Search Committee met in November and December 2010 to develop the position advertisement and start working on criteria for the short listing of candidates/assessment of candidates.

The ad was finalized and sent out in early December. To date one application has been received, two potential candidates have requested additional information, and one other application is expected to be submitted by the closing date of January 28, 2011. We are hopeful of having at least 5-6 quality applications to review. Please encourage any qualified potential candidates of whom you are aware to submit their applications to me ASAP.

The committee has been given a draft set of criteria to review and finalize over the month of January. A meeting to shortlist 2-3 candidates to be interviewed is scheduled for Feb 1, 2011.
The plan is to interview candidates as soon after this meeting as is feasible given schedules, travel requirements and the term break.

Dr. Bonnie Hallman  
Chair, Warden Search Committee, SJC.

c) Report from the College Common Room Committee

Awaiting written report

C. Trott: The Soup and Bread lunches cost $1603 dollars, $900 of which has been paid from the Dean of Studies account, meaning end of term receptions have been cancelled. I am not convinced the college should be subsidizing Fellows lunches

6. Any Other Business
None

7. Reports from College Officers

Warden

Warden's Report to Assembly - January 25, 2011

In December, the Development Officer and I made a successful trip to Ottawa, Kingston and Toronto. Although this was primarily a stewardship exercise, it did result in a number of gifts, including one very significant pledge. The Development Officer will report on this.

A current initiative for the university is to have faculties work in "clusters" of related disciplines to find more ways of working collaboratively. While the colleges have not been included in a cluster, we are inherently inter-disciplinary and have also enjoyed a close working relationship with St Paul's College for a very long time. Notwithstanding this, the Rector of St Paul's College and I have agreed to try to find additional ways in which we can work collaboratively on areas of mutual interest. We had a very productive meeting this month which also included our Deans of Studies. We have committed to meet monthly as a group and have begun to identify additional areas in which we can collaborate.

My work on the Dean of Arts search and the Board of Governors continues.

Dean of Studies

I have been in discussions with St. Paul's College as we have similar issues being Constituent Colleges, and we wish to approach the University together on them. One issue is the movement toward Service Learning and we think the Colleges would be an excellent location for Service Learning. As this issue progresses, it will be brought to Assembly. I represent you with the Dean's of the University. We will be getting a new classroom scheduling system. In this new system, there will be consideration with special rights to the colleges. The Grad dance is March 26th. Expect to see us all to be there for the dinner dance. A sub-committee of the Social committee is hosting an event.

B. Hallman: The sub-committee of the Social committee is having a Themed dinner, "Beware the Ides of March", March 18, 6 pm. The food will be in the Greco-Roman theme, featuring Greek-Mediterranean flavor. Invites will be coming, $28/person, and there will be entertainment
Dean of Theology

Dean of Theology and Chaplain Report to Assembly, January 25, 2011

**Theology**

**Chaplaincy**
Sunday worship continues. Choral Evensong first Sunday evening of each month. Two chapel rentals to student groups. Dedication of Christus Rex expected in Chapel on May 1.

**Bursar**

I am on the committee for the new classroom scheduling project. We have 3 submissions for 3 vendors for classroom scheduling project. The purpose is to better utilize university space and streamline the process of scheduling and allocation. There are considerations for Colleges. This is meant to be a good thing.

**Dean of Residence**

No report other than that the Residence is full and fairly quiet.

**Development Officer**

Development Officer Report to Assembly
25th January, 2011

**Fundraising**

Funds raised to date = $397,114.17. Of that, the College has received $190,604.78 and $206,509.72 is directed to the University of Manitoba for the Lecture Theatre.

The Annual Appeal was mailed out in late October with a follow-up mailing in early December. Response has been positive with over 3% response rate resulting in $20,000 raised. We will be emailing out an ask to graduates from 2000 on in early March.

Telemarketing: We will be using the UofM phone centre to call Johnians beginning 14th February. There is no cost to us to use this service.

We received $27,000 estate gift from Eva Rogers. This will be set up as a bursary for Theology students. Eva’s husband Jack was a Theology Grad from the 30s.

**Stewardship**

I have met with several donors over the past couple of months; one to discuss setting up a bursary.
An Ottawa/Perth/Kingston/Toronto trip with Janet was undertaken at the beginning of December. This trip resulted in a donation directed to the art project on the Robert B. Schultz lecture theatre wall.
A trip to Vancouver is planned for 22-26 February to meet with donors. I will be attending a conference in Vancouver at that time.

**Alumni/Marketing/Communications**

In Lumine is on track to be mailed out early February.

**Staffing**

Currently, we have 2 volunteers helping us. One is taking an admin course through Winnipeg Technical College and potentially will be working a practicum with us for 6 weeks in May/June.

Submitted by:

Jackie Markstrom
25th January, 2011

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**Librarian**

**University of Manitoba Libraries**
**Interdepartmental Memo**

To: S. Close, Chair, St. John's College Assembly

From: Georgina Lewis, Head, St. John's College Library

Date: April 27, 2016

Subject: Librarian's Report to the Assembly

1. New security gates will be installed in the St. John's College Library before the end of the fiscal year. 3M, the vendor, has conducted on-site review of the area where the gate will be installed and funding from Libraries' administration has been approved.

2. The University of Manitoba adopted new fair dealing guidelines effective January 1, 2011. Within the Libraries, the guidelines will have the greatest impact on Reserve service. Some adjustments may be required for faculty placing items on Reserve, especially because there are limitations on the type of material and number of photocopies that may now be accepted. Borrowers will be required to sign a statement that they understand the conditions for using Reserve materials.

Staff at the Library will answer any questions regarding placing materials on Reserve. More information on the University's fair use guideline may be found at um_copyright@umanitoba.ca
Registrar

b) Report from Senior Stick

Report to Assembly – Senior Stick

Events

Coffee House is a talent show set for February 10, 8:00pm in the Robert Shultz Lecture Theatre. We are collecting food and cash donations for U of M Foodbank. Coffee and snacks will be in the Galleria by Food Services. We are currently looking for students to sign up to perform music, skits, poems, short stories etc. and Professors/Fellows are most welcome to perform and attend as well.

Rip the Strip 3 is a fundraiser in its planning stages now. It will be held one day during the week of March 14-18 at noon in University Centre. Dr. Chris Trott has agreed to wax his legs, and we are looking for a few more male volunteers to Rip the Strip! All money raised will be donated to Cancer Care Manitoba.

Graduation Dinner and Dance will be held at Bergmann’s on Lombard on March 26th. Planning is underway, and formal invitations will be sent out in February.

c) Reports from College Committees

None

7. Adjournment

S. Alward/C. Trott

CARRIED

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