ST JOHN’S COLLEGE
ASSEMBLY
Minutes

For the meeting of March 21, 2017 @ 2:30 pm in Room 108 St John’s College

Present: L. Kuffert (Chair), S. Peters (Secretary), M. Minor, C. Trott, J. Edgerton, M. Dhont, G. Bak, C. Morrison, I. Froese, A. Ronke, W. Pope, L. Wilkinson

Regrets: B. Ferguson, J. Markstrom, R. Thomas, S. Close, D. McCance, J. James, J. Weimer, K. Fowler, D. Brydon, L. James, M. Evans, D. Watt

1. Approval of the Agenda
MOTION: That the agenda be approved with the following addition: 4f, update on chaplaincy.
C. Morrison / M Minor
CARRIED

2. Approval of the Minutes of the meeting on January 17, 2017.
MOTION: That the minutes of the meeting of January 17, 2017 be approved as distributed.
C. Trott / C. Morrison
CARRIED

3. Business arising from the Minutes of the January 17, 2017 meeting
None

4. New Business
   a) Andrew Woolford presentation - A. Woolford presented the background to the Assiniboia Residential School Commemoration Reunion event. St John’s College is supporting the event, June 23 & 24, 2017.
   b) Nominate new Chair - Please send nominations to Dean of Studies, Lori Wilkinson.
   c) Budget for 2017-2018 – MOTION from Assembly Executive: That Assembly authorize administrations to operate until May without an approved budget.
      CARRIED
   d) New Fellow applications - The Dean of Studies put out a general call for applications for new fellows. Please encourage colleagues to apply.
   e) Mental Health initiatives on Campus - The Dean of Studies brought attention to the rise in need for mental health resources, and their availability on campus.
   f) Update on Chaplaincy/Spiritual Advisor Search - A chaplain has not been appointed yet. A new candidate has arose and will be going through the interview process. We do have a spiritual advisor for Indigenous students in the residence, and soon the Muslim Chaplain from the University will be moving to St John’s College.

5. Other Business
None

6. Reports
a) Reports from College Officers
Warden
St John’s College
Warden’s Report to Assembly
March 21, 2018

It seems that I have been on the road for most of the beginning of this term. This has included trips to Ottawa, Niagara Falls, Toronto, Vancouver and Victoria. Thank goodness I have no more travel dates until May!

Much of our work this term has been looking into the possibility of government support for building a new residence. This has involved a number of meetings and we will report on the progress at our meeting.

Other activities have included:

1) Attended the Winnipeg Foundation Annual Breakfast (January 18)
2) Chaplaincy Search Interviews (January 19)
3) Participating in the search committee to look for a new Principal for the Centre for Christian Studies (Jan 20, Jan 27, Feb 21, Feb 24, March 10, 13, 14)
4) Attended Diocesan Council (January 21)
5) Participated in the Native Studies Department Undergraduate Review (Jan 26, 27)
6) Organized and attended Bible and Breakfast (Jan 28)
7) Organized and participated in the Kroetsch Roundtable (Feb 3)
8) Visited Alumni and Donors with Jackie in Ottawa (Feb 7-9)
9) Met with Darcy Rollins from ICM (Feb 10)
10) Attended Equipping the Saints: a national conference on theological education in Niagara Falls (Feb 14-17)
11) Attended University of Manitoba 140 Anniversary Launch (Feb 28)
12) Attended the Marjorie Ward Lecture (Feb 28)
13) Visited Alumni and Donors in Vancouver (March 2, 3) and Victoria (March 4)
14) Met with the Theological Review Implementation Group (March 7)
15) Met with the University of Manitoba Press Board (March 8)
16) Participated in the Theology Reading Group (March 8)
17) Organized and attended the Wilmot Lectures (March 20-22).

I continue to represent the College at Senate, Deans and Directors Council, and Arts Faculty Council.

Dean of Studies

Academic News

The University has implemented a new campus-wide mental health strategy called Success through Wellness. There are a number of very important new initiatives that affect all faculty, student and staff members. I would be happy to discuss any or all of these programs with you.

- For students:
  - new programing on Fentanyl
- Revised alcohol addiction programs
- Healthy U workshops for health and wellness
- Body project: for eating disorders
- Bringing in the bystander: what to do if you witness or learn of a mental health crisis (between students)
- Active minds events and awareness
- New sexual assault and violence steering committee
- How to respond to disclosures
- Heart Medicine Lodge

- For faculty and staff
  - In addition to Shepell and Associates (EAP)
  - Live well website: with resources for healthy living www.umanitoba.ca/livewell
  - Shepell has also added health and wellness support and legal support
  - Group workshops
  - Tackling addiction
  - Critical incident debriefing
  - Stress management/prevention workshops
  - Weekly workshops (no registration required)
  - GWL Centre for Mental Health Resources: www.workplacestrategiesformentalhealth.com
  - Mood program online: to manage depression and provide therapist support
  - June 19-23 Campus wellness week
  - Academics at risk program: confidential therapy provided on campus at the Psychological Services Centre

**Medical Notes Committee Update**: The Faculty of Nursing will be pilot testing two programs dealing with students who must miss classes/tests/assignments due to illness. The first pilot will test a new form called “Verification of Academic Incapacity”. This form would be completed by a physician but would be less time consuming for both the physician and student. The second pilot will test a “Statutory Declaration Statement”. The student would be tasked with swearing an oath to a commissioner (located in each faculty) instead of submitting a medical note. After the two pilot tests are complete, the committee will select one solution: either the Verification of Academic Incapacity Form OR the Statutory Declaration Statement

**Review of St John’s Events**

The **33rd Marjorie Ward Lecture** was delivered on February 28 by Stephen Lewis. About 200 people attended the event which was also covered by UM Today and the **Winnipeg Free Press**. Dr Lewis joined a small group for a supper in his honour afterwards.

**Soup and Bread Lectures**: a record number of lectures will take place (or have already taken place) this semester. Thanks to Michael Minor for organizing these 8 talks!
This semester’s Lunch and Lively Conversations was held on February 22 and was given by Erin Millions.

The St John’s Annual Celebrating Excellence attracted submissions from many faculty and student members. I hope to see more submissions for next fall!

Upcoming Events

The 5th Annual St John’s Student Art Competition is now underway. Twenty-five budding university artists from around campus have submitted over 40 items for judging. Please check out the fabulous artwork at the Daily Bread. Thanks to committee members Michael Minor, Lisa Alexandrin, and Murray Evans for their assistance and to the Daily Bread for helping us properly hang the art!

150th Anniversary Events

Music Recital: Thursday January 26 12:00-12:30 at the Chapel. Featured performances by Charmaine Bacon and Michael Cutler.

Music Recital: February 23 12:00-12:30 at the Chapel. Featured performances by Charmaine Bacon and Michael Cutler.

150th Anniversary Symposium: Thursday April 27 9:00-4:00 St John’s College. Details on speakers and topics to follow

St John’s Official 150th Anniversary Weekend: April 28th - 30th

Friday, April 28 3pm Registration and self-guided Art Tour and Archive Memorabilia; 6:30 – 7pm Compline; 7pm – 9pm Wine & Cheese and Death by Chocolate! (location and additional details to follow)

Sat. April 9:00-2:00 Alumni Gathering, Reunion Group Photo, Lunch of the Decades
5:30 Reception, 6:30 Gala Dinner with guest Mayor Brian Bowman ‘96
Photo booth and live music at 8pm by “Rock the House”

Sun. April 30 at 11am – noon Worship Service
Noon to 1:30 pm Reunion windup and buffet lunch

(Please note: registration is required for these events. Please contact Jill Stafford for more information and watch your email for additional information)

Our alumni website has interesting historical information and photos that you might be interested in viewing.
http://umanitoba.ca/colleges/st_johns/alumni_dev/sjc150thanniversary.html

End of Term BBQ and Reception: April 5, location (hopefully outside—if weather permits).

Passion Service: April 9 St John’s Chapel

Chaplain
No report
**Bursar**

**Financial**
The university is developing a completely new, decentralized budgeting strategy that will change the way our budget is set, as well as which expenses will now reside with the College as opposed to being handled centrally. Allocations will also be adjusted to offset those costs. This has involved numerous meetings with the consultants the university has contracted with, and workshops and discussions will continue. Beginning in 2017-18, the new budget process will run in parallel to the existing one, and then go “live” in 2018-19. As this is a major undertaking, and a significant shift from how things are done now, there are numerous questions and challenges currently being addressed.

Preparations for our 2017-18 College budget are well underway, with a major focus on trying to confirm what groups we will have in the residence during the summer. Admittedly, we have not done a very good job of accurately budgeting our summer revenues over the last two years, which has put us in the difficult position of trying to make up for those unrealized revenues for the period of September to March. This year we’ve made the decision to delay finalizing our budget until May so that we can strike a budget that is based on more solid information, and allows our clients more time to confirm their numbers.

**Building items**
The residence dining room has been repainted, and the carpet replaced with vinyl flooring. It is a major improvement.

Planning has begun for the project to replace the hood exhaust system in the residence. Our current system is outdated, and falls outside the university’s fire safety guidelines. Historically our setup was allowed because it was “grandfathered in”, but it has now reached the point where changes need to be made. Drawings for the project are nearly complete, at which time the university will put it out to tender, with construction to begin in June. Funds are available in our Residence Improvement Fund, and our Unrestricted Fund. Council will vote on whether to approve this project at its March 29th meeting.

**Staff Update**
Lesley Cowan very ably filled in for Diana Defoort for the last six months on a temporary basis (six months is the maximum allowable length of a temporary appointment based on the collective agreement). However, the leave status of Diana is still unresolved, and Human Resources has asked, and been given approval, to extend the temporary appointment by another two months. We are hoping to have someone back in that position in the coming week, in time for our scholarship deadline, and to assist with upcoming 150th anniversary events.

**Dean of Residence**

**Residence Projects**
There are no major projects happening in the residence right now.

**Regular Semester**
Our end of term move out date has been shifted again to May 1st to accommodate exams running later this year. The costs for the five extra days should be covered by the University. We have three open rooms right now, but will be filling at least one of them in April.
Residence Activity
There have been a few major incidents involving one person; this person has now been evicted and banned from the residence, so disturbances are down. Our recruiting trip to Brandon was unfortunately a bust, thanks to the blizzard that shut down the city and surrounding area, but I will be sending out recruitment letters to guidance counsellors later this month. Don interviews will be conducted on March 22nd, and Residence Council elections will be held soon after.

Development Officer

Development Officer Report to Assembly
March 2017

Fundraising
- To date raised: $216,500
- The province has made changes to the Manitoba Scholarship and Bursary Initiative. Basically for us we will get a little more funding through the UofM. However, allocation is now 2:1 (was 1:1) and no matching available for endowed funds; disbursed amounts can be matched. We are waiting for UofM guidelines to be developed hopefully sometime in April.
- Three bequests received last year for a total of $86,282.36

Alumni/Stewardship
- Continuing to visit with Johnians.
- Chris and I travelled to Ottawa at the beginning of February and Vancouver/Victoria at beginning of March
- I am in Japan and plan on meeting with one alumnus whilst in Tokyo.
- I will be on vacation in England in May and plan on some visits to alumni whilst there.

Special Events
- Bach’s Birthday Chapel concert will be held on the 22nd March.
- The Reunion Weekend is almost upon us preparations are proceeding well.

Marketing/Communications
- The College is tweeting! Many thanks to everyone who has contributed so far. Please let us know if you have something you wish to share with the wider community!

Staffing
- Ade finished working for us at the beginning of March.
- Applied to Canada Summer jobs for a grant for the 2017 summer student

Registrar

University of Manitoba Open House Thursday, February 23, 2017. We had a St John’s College booth at in the Info Village for the Open House. It was a fairly well-attended event, with a steady flow of students to our booth.
Brandon Career Symposium March 6- 8, 2017. Due to the storm that hit Brandon from March 6 – 8, the evening session on the 6th was attended by maybe 100 people, two of which came by our booth. On the 7th and 8th, most of the highways were closed, as were the rural schools which are the ones who attend the symposium. It was unfortunate, but hopefully it will not be a re-occurring phenomenon.

Sherry Peters
Registrar

b) Report from Senior Stick

c) Reports from College Committees

7. Adjournment
C.Morrison / G. Bak
CARRIED