ST JOHN’S COLLEGE ASSEMBLY
MINUTES
For the meeting of Wednesday May 15, 2002


1. Opening Prayer
   G. Woodcroft opened the meeting with prayer.

2. Approval of the Agenda
   MOTION: That the agenda be approved as circulated.
   G. Woodcroft/N Cameron
   CARRIED

3. Approval of the Minutes of April 22, 2002 (attached)
   MOTION: That the minutes be approved as circulated.
   G. Woodcroft/W. Hoskins
   CARRIED

4. Business Arising from the Minutes
   a) Review of the Development Office
      R. Clifton and N. Cameron will conduct a program evaluation and report back to Assembly Executive at the September meeting.
   b) University of Manitoba Press Update
      Assembly Executive formed a sub committee consisting of the Warden, Dean of Studies, Chair of Assembly and a Junior Fellow, to review and clarify the terms of accommodating the University of Manitoba Press, including preserving existing offices and number of fellowships. The proposal will be presented to members of Assembly to be voted on by mail ballot in the next week or so.
   c) 2002/03 Meeting Dates

   Assembly
   Thursday September 12, 2002 @ 2:30 p.m.
   Tuesday October 22, 2002 @ 10:00 a.m.
   Tuesday January 21, 2003 @ 2:30 p.m.
   Wednesday April 23, 2003 @ 2:30 p.m.
   Thursday May 15, 2003 @ 10:00 a.m.

   MOTION: That the 2002/2003 meeting dates be accepted.
   J. Hoskins/D. Arnason
   CARRIED

Assembly Executive
Thursday September 5, 2002 @ 2:30 p.m.
Thursday October 10, 2002 @ 2:30 p.m.
Thursday January 9, 2003 @ 2:30 p.m.
Thursday April 10, 2003 @ 2:30 p.m.
Thursday May 8, 2003 @ 2:30 p.m

5. New Business
   a) Appointment of Dean of Studies
      D. Stewart has been offered an appointment, as an Associate Dean of the Faculty of Arts at the University of Manitoba, which he would like to pursue. As a result, he has resigned as the St John's College Dean of Studies, effective June 30, 2002.

      MOTION: That B. Cantelo be appointed as the Dean of Studies for a three-year term, effective July 1, 2002, and that nominations close for the position of Dean of Studies.
      R. Clifton on behalf of Assembly Executive
      CARRIED
b) Fellowship Nominations – Closed Session

**MOTION**: That we move into closed session.
G. Woodcroft/D. Arnason  
**CARRIED**

**MOTION**: That we move out of closed session.
J. Hoskins/J. Wolfart  
**CARRIED**

The following fellowships were approved during closed session:

**Retired Fellow**
John Kendle (History) was elected a Retired Fellow for the academic year 2002-03.

**Senior Fellow**
Johannes Wolfart, (Religion) was elected a Senior Fellow.

**Visiting Fellows**
Sharon Alward (School of Art), Gerald Friesen (History), Adele Perry (History), Marcela Austuditillo (Economics, Universidad Autonoma de Mexico), Alejandro Mendez (Sociology, Universidad Autonoma de Mexico), Mhari Mackintosh (English), and Brian Swall (English) were elected Visiting Fellows for the academic year 2002-03.

**Junior Fellow**
Brenda Cantelo (Religion) was elected a Junior Fellow, with the term to coincide with her appointment as Dean of Studies.

**Research Fellow**
That David Ebert (Anthropology) was elected a Research Fellow for the academic year 2002/03.

c) Membership on Committees of Assembly
D. Stewart circulated the attached list of membership on committees of Assembly for the academic year 2002-03.

**MOTION**: That Assembly adopts the list of membership on committees of Assembly for the academic year 2002-03.
D. Stewart on behalf of Assembly Executive  
**CARRIED**

d) Draft Award Terms

i) **The John E. Abra Memorial Bursary**

**MOTION**: That the terms of the John E. Abra Memorial Bursary be approved.
E. McShane on behalf of the Scholarship Committee  
**CARRIED**

ii) **The Rev. Canon and Mrs. Thomas D. Conlin Bursary**

**MOTION**: That the terms of the Rev. Canon and Mrs. Thomas D. Conlin Bursary be approved.
E. McShane on behalf of the Scholarship Committee  
**CARRIED**

iii) **The Symons Scholarship in Canadian Studies**

**MOTION**: That the terms of the Symons Scholarship be approved, with the understanding that Dr. Symons will expand on the background information.
E. McShane on behalf of the Scholarship Committee  
**CARRIED**

iv) **The All Saints James Brown Bursary**

**MOTION**: That the terms of the John E. Abra Memorial Bursary be approved.
E. McShane on behalf of the Scholarship Committee  
**CARRIED**

v) **The Morgan Scholarship**

- Move the “note” found under the process for selecting the recipient to the end of point two, under the criteria.
- Under the Background, in the first sentence change the name “Chester” to “Chesney”.

**MOTION**: That the terms of the Morgan Scholarship be approved as amended.
E. McShane on behalf of the Scholarship Committee  
**CARRIED**

6. Report from College Committees
There were no committee reports.
7. Report from College Officers
   a) Warden
      James Frost Cross Trophy
      Amanda Fortier was selected to receive the James Frost Cross Memorial Trophy and Award for academic and athletic excellence.
      Distinguished Professor
      Newly elected Visiting Fellow, Dr. Gerald Friesen, has been made a Distinguished Professor. This will be recognized at an upcoming University of Manitoba convocation.
      U of M Budget
      The budget was approved at the Board of Governors meeting. We submitted a budget request asking for top up funding for the Facilities Manager Position, stable funding for opportunity courses and computer hardware and Software from the baseline budget. We didn’t get any of those requests. The incoming Vice-President (Academic) and Provost was allocated some funding and we have been assured that the opportunity courses will be funded for that this year. We also got a $10,000 budget allocation for capital needs. The Canadian Studies Coordinator position was, of course funded for a second year.
      Upgrades
      J. Hoskins received a letter from Brian Rivers, Director of Physical Plant, advising us that the following projects have been approved to proceed form the 2002/03 renovations and equipment capital allocation: screening around high voltage equipment, modifications to prevent rain from entering the vestibule and the replacement of smoke detectors in the residence.
      Dean of Studies
      J. Hoskins formally thanked D. Stewart for his work during his term as the Dean of Studies.
   b) Dean of Studies
      M. Kinnear was elected a Fellow of the Royal Society.
      Opportunity Courses
      We have made a proposal for 3 years of stable funding for opportunity courses. These first year courses give St John’s College members priority for enrollment. If we knew we had stable funding, we could use the opportunity courses as a recruiting tool.
      Visiting Scholar
      R. Wardhaugh will be a visiting scholar for six weeks while teaching an inter-session course. D. Hum has offered R. Wardhaugh use of his office during this time.
      Thank You
      D. Stewart thanked Assembly for the opportunity to be the Dean of Studies, and thanked the fellows and staff for their support over the past year.
   c) Dean of Theology
      Advertising for the Summer Institute will be sent out soon. The Summer Institute will run from June 17 – 21. J. Stafford is currently doing course preparation for the fall. The meeting of College Heads will take place June 19, 20 & 21.
   d) Bursar
      Absent with regrets
   e) Chaplain
      We have received a gift of vestments from Barbara Barclay, widow of the Rev’d David Barclay. The vestments include five priest’s stoles, two surplices, one cassock and one cassock alb. We celebrated Ascension Day with the “All The King’s Men” choir.
   f) Dean of Residence
      The Residence is completely booked for September. G. Woodcroft anticipates some clients may choose not to enter into contract with us, but we have a waiting list of 13 females and 10 males. He also expects an additional 14 applications to be submitted within the next week.
   g) Development Officer
      Capital Campaign
      We currently have $650,000 in funds donated and pledged. We have already reached our capital campaign goal of $300,000 in Scholarships and Bursaries. D. McLean and J. Hoskins have been meeting with leadership donors and volunteers have been contacting alumni by phone.
Wilmot Book Launch
The Wilmot Book Launch went well. We have already sold out of the first 100 books and have ordered 100 more.

Friends of St John's College
The Friends of St John's College organization has been re-launched. The Friends of St John's College Directors are Caitlin Kowall, Gloria Ferguson, Joan McConnell, Ted Poulter, and Tracey Kozar.

b) Registrar
   No report

i) Librarian
   Absent with regrets.

8. Any Other Business
   Nil

9. Adjournment
   \textbf{MOTION}: That the meeting be adjourned.
   G. Woodcroft/N. Cameron \textbf{CARRIED}