ST JOHN’S COLLEGE ASSEMBLY
MINUTES
For the meeting of Thursday May 15, 2003


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/C. Trott

3. Approval of the Minutes of April 23, 2003
MOTION: That the minutes be approved as circulated with the agenda.
G. Woodcroft/A. Cheatley

4. Business Arising from the Minutes
Nil

5. New Business
a) Fellowship Nominations
    J. Hoskins read the following report from G. Baldwin, Chair of the Membership Committee:
    Number and distribution of Fellows:
    Over the years there have been several blueprints for the distributions of Fellowships at St John’s College according to discipline and interest. The Dean of Studies discovered an undated memorandum in the files of the Membership Committee in the office of the Dean of Studies. This memorandum provided a scheme, to be used as a guide only (emphasis in the original), for the number and distribution of College Fellowships.

    While considering possible schemes, the Committee was faced with two choices: either to seek out and encourage qualified candidates in identified areas of interest, or to advertise widely and to take the best from those who applied, up to the number of vacant offices in the College. The members of the Committee felt that over the years the College has been a magnet for able, eager and interested academics who have contributed significantly to the life of the College, regardless of their discipline. The College has developed a broad cross-section of University disciplines with an emphasis in Canadian Studies. The Committee agrees it is a good idea for the College to have Fellows in a representative cross-section of disciplines so that students could take a wide selection of their courses within the College from College Fellows. However, this year the Chair followed past practice by advertising in the Bulletin and by informing department heads of College Fellowships. The Chair has made no effort to approach academics in any particular discipline at this University to determine possible interest, or to fit within the distribution scheme outlined in the (undated) memorandum.

    Given that many departments in the Faculty of Arts are faced with renewal of their department with sessional lecturers and/or late appointments, the Committee agreed to “hold” one office vacant at this time, and to make another call for Fellowship applications in August. The intent is to “capture” an interested academic who would otherwise not be eligible, given the early (March/April) deadline for “normal” applications.

    MOTION: That we move into closed session
    G. Woodcroft/C. Trott

    MOTION: That we move out of closed session
    J. Hoskins/G. Woodcroft
The Following Nominations for College Fellowships were approved during closed session:
Senior Fellows: Sharon Alward, School of Art; Gerald Friesen, History; and Adele Perry, History


Visiting Fellow: Barbara J. Payne, Sociology (2003-04); Amy Karlinsky, School of Art (2003-04)

Junior Fellow: Leonard B. Kuffert, History (2003-04); Stephan Hardy, French, Spanish and Italian (2003-04)

b) Membership on Committees of Assembly
J. Hoskins reported on behalf of the Dean of Studies. The attached list of membership on Committees of Assembly was circulated at the meeting. The names on the left side of the page are current members and the names on the right side of the page are nominations of individuals to sit on committees.

**AMENDMENT:** That the list be amended to show the theology representative under the Scholarship Committee as the Chaplain, with the name to be included after the appointment of a new Chaplain/Dean of Residence.
J. Hoskins/J. Stafford  

**MOTION:** That B. Cantelo be elected as an esquire bedell, for the 2003-04 academic year.
D. Cooley/D. Ebert  

**MOTION:** That nominations close.
I. Luke/J. Stafford  

**MOTION:** That the slate of nominations for membership on committees of Assembly be approved.
J. Hoskins/J. Stafford  

c) Assembly Representative on the Theology Faculty Council
**MOTION:** That S. Alward be elected as an Assembly representative on Theology Faculty Council.
J. Stafford/J. Hoskins  

d) New and revised Award Terms
i) **Michael & Muriel Ewanchuk Bursary** *(attachment 2 to agenda)*
**MOTION:** That the terms for the Michael & Muriel Ewanchuk Bursary be approved as circulated.
E. McShane on behalf of the Scholarship Committee  

ii) **William E. Harrison Bursary** *(attachment 3 to the agenda)*
**MOTION:** That the revised terms for the William E. Harrison Bursary be approved as circulated.
E. McShane on behalf of the Scholarship Committee  

iii) **Alice Cheatley Bursary** *(attachment 4 to the agenda)*
- Under the section ‘amount of endowment’ delete (April 3, 2003) from the end of the sentence.

**MOTION:** That the terms for the Alice Cheatley Bursary be approved as corrected.
E. McShane on behalf of the Scholarship Committee  

iv) **James Frost Cross Memorial Trophy** *(attachment 5 to the agenda)*
**MOTION:** That the revised terms for the James Frost Cross Memorial Trophy be approved as circulated.
E. McShane on behalf of the Scholarship Committee  

v) **Children of Clergy Bursaries** *(attachment 6 to the agenda)*
**MOTION:** That the revised terms for the Children of Clergy Bursaries be approved as circulated.
E. McShane on behalf of the Scholarship Committee  

vi) **Colin Inkster Memorial Awards** *(attachment 7 to the agenda)*
**MOTION:** That the revised terms for the Colin Inkster Memorial Awards be approved as circulated.
E. McShane on behalf of the Scholarship Committee
vii) Rev. Canon & Mrs. Thomas D. Conlin Bursary (attachment 8 to the agenda)

MOTION: That the revised terms for the Rev. Canon & Mrs. Thomas D. Conlin Bursary be approved as circulated.

E. McShane on behalf of the Scholarship Committee

CARRIED

viii) Morgan Scholarship (attachment 9 to the agenda)

Under the background section, there were two areas that need to be tidied up.
-The names Chester, Chesney and Ches are all used for the same person, they should be consistent.
-Clarify the sentence that reads "...and then Ches asked to be the chaplain at Deer Lodge Hospital". Did he end up being Chaplain at Deer Lodge Hospital?

MOTION: That the revised terms for the Morgan Scholarship be approved as circulated, with the understanding that the background will be tidied up as necessary.

E. McShane on behalf of the Scholarship Committee

CARRIED

ix) SJC Student Exchange Scholarship (attachment 10 to the agenda)

MOTION: That the revised terms for the SJC Student Exchange Scholarship be approved as circulated.

E. McShane on behalf of the Scholarship Committee

CARRIED

c) Possible recording of SJC Scholarships on U of M transcripts

MOTION: That SJC pursue having the SJC scholarship recorded on U of M transcripts.

E. McShane on behalf of the Scholarship Committee

CARRIED

f) Admin Committee – Guiding Principles for SJC Food Services

GUIDING PRINCIPLES FOR ST JOHN’S COLLEGE FOOD SERVICES (March 25 2003)

That prices be set by the Food Services manager in accordance with the following principles:

a) The primary function of SJC Food Services is to provide quality service to the St John’s College Community.

b) St John’s College events take priority over outside events where commitments have not already been made.

c) So far as possible, prices of food services to the College community ought to be set so as to cover full costs without profit, where costs include a reasonable allowance for overheads, including capital depreciation.

d) The secondary function of SJC Food Services is to augment the revenues of the College by profitable catering outside the College, so far as this may be consistent with its primary function.

e) In its outside catering, prices should be set to maximize profit.

f) Liquor Commission regulations require an exception to (c), notwithstanding the motion of Assembly (September 10, 1997 - That SJC Food Services charge a 10% mark-up on the price of wine to be served at College sponsored functions for the Fellowship). Spirits and fortified wine must be sold at or above the minimum prices decreed by the Commission. Spirits and wine above the minimum cost are set to include a margin to cover carrying, storage and required service.

MOTION: That the revised guiding principles for St John’s College Food Services be approved as shown above.

J. Hoskins on behalf of the Administrative Committee

CARRIED

g) 2003/2004 Meeting Dates

Assembly Executive

<table>
<thead>
<tr>
<th>Thursday</th>
<th>September 4, 2003</th>
<th>@ 2:30 p.m.</th>
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<tbody>
<tr>
<td>Thursday</td>
<td>October 9, 2003</td>
<td>@ 2:30 p.m.</td>
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<td>Thursday</td>
<td>January 8, 2004</td>
<td>@ 2:30 p.m.</td>
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<td>Thursday</td>
<td>April 8, 2004</td>
<td>@ 2:30 p.m.</td>
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<tr>
<td>Thursday</td>
<td>May 6, 2004</td>
<td>@ 2:30 p.m.</td>
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Assembly

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<th>Thursday</th>
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<th>@ 2:30 p.m.</th>
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<td>Tuesday</td>
<td>October 21, 2003</td>
<td>@ 10:00 a.m.</td>
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<tr>
<td>Thursday</td>
<td>January 22, 2004</td>
<td>@ 2:30 p.m.</td>
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<td>Wednesday</td>
<td>April 21, 2004</td>
<td>@ 10:00 a.m.</td>
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<tr>
<td>Thursday</td>
<td>May 20, 2004</td>
<td>@ 2:30 p.m.</td>
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MOTION: That the above 2003-04 meeting dates be received as information.

E. McShane/G. Woodcroft

CARRIED
6. Report from College Committees
   Nil

7. Report from College Officers
   a) Warden
      Beautification Day
      J. Hoskins thanked S. Herwig for the enormous amount of work she has done in planning beautification day and the Lynn McLean Memorial Garden.
      Chaplain/Dean of Residence
      The search committee has made a recommendation, which the Warden will take to Council for approval on May 21, 2003.
   
b) Dean of Studies
   G. Baldwin sent regrets; his report was circulated as attachment 1.3 with the agenda.
   
c) Dean of Theology
      Theology Program
      The web site is being updated to reflect the program changes. Work is being done to create application forms and a student handbook; this should be complete by June. The initial courses for the program are currently being developed.
      Summer Institute
      The Summer Institute will be cancelled, due to insufficient enrollment. It is thought that the low enrollment is due to the overlap with the new Diploma in Applied Theology. Students who are planning to enroll in the diploma program will be taking the summer institute courses as part of the diploma program.
   
d) Bursar
      Beautification Day
      Beautification Day is on Thursday May 22, 2003. U of M is putting an emphasis on the Lynn McLean Memorial garden, giving us donations of plants and time. Sodding will be done before beautification day and shrubs and trees that didn’t do well over the winter will be replaced free of charge. If you have any perennials from your garden that you would like to donate, please let Sandi know. Volunteers are needed for beautification day. If you can come out and help, please let Sandi know. A free lunch will be provided to all those who come to help out.
   
e) Chaplain
      Summer Services
      Services will continue through the summer with the help of Professor Alward and Dean Stafford, and of course our new chaplain.
      2003-04 Organist/Pianist
      Michael Cutler, music student, has agreed to continue his Sunday duties as Sunday organist/pianist for the 2003-2004 academic year.
      All the King’s Men
      All the King’s Men and the Chamber Orchestra at St John’s College are both committed to continuing with the Chapel as in-house musical groups.
   
f) Dean of Residence
      Occupancy
      Occupancy for the 2003-2004 academic year has been full with a waiting list since March 27, 2003. There will be some movement in the assignment of rooms, which occurs each year, but no vacancies are expected for this coming year.
      Residence Peer Review Committee
      Dr. Norm Cameron has agreed to be the chairman of the Residence Peer Review Committee for the 2003-2004 academic year.
      2003-04 Dons
      Jocelyn Andrew (Morden, MB) has been appointed Senior Don of Residence for the 2003-2204 academic year. The Junior Dons of Residence appointed are: Donald Fedus (Kenora, ON), Jacinthe Blab (Red Lake, ON) and Brett Madill (Swan River, MB).
g) Development Officer
No report. D. McLean sent his regrets for this meeting.

h) Registrar
E. McShane circulated the following membership statistics at the meeting and reported that college membership is on the rise.

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</table>

Students in English Language programs who lived in Res. but couldn’t become official members, are not UM students.

i) Librarian
No report. R. Ellis sent his regrets for this meeting.

j) Senior Stick
The 2003-04 Senior Stick, Jeremy Martin, reported that the SJCSA is in the process of changeover from last year’s council to this year’s council. There are more SJCSA positions to be filled in the fall once classes start. Plans are underway for JumpStart (St John’s College Orientation).

8. Any Other Business
Exhibit
“Contemplating Life as a Nomad Wearing Civilized Clothes”, by Alootook Ipellie. Exhibit and opening lecture will take place on Thursday, May 22, 2003, 6:30 PM - 8:30 PM in the Quiet Room, 111 St. John's College

United Nations Chair
A. Cheatley spoke about fundraising for a United Nations Chair. They currently have raised $750,000 and need $1,000,000. They are holding a fundraiser on Saturday May 31, 2003 from 6:00 pm – 8:00 pm at the Hotel Fort Garry. Dr Mary Robinson will be there to speak about what the United Nations does. Tickets are $50, and you will get a tax receipt for $35.

9. Adjournment
**MOTION**: That the meeting be adjourned.
G. Woodcroft/D. Ebert **CARRIED**
St John's College – Standing Committees (2003-04)

**Continuing Members**

<table>
<thead>
<tr>
<th>Assembly Executive</th>
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<tbody>
<tr>
<td>Chair: J. Bumsted</td>
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<tr>
<td>Warden</td>
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<tr>
<td>Dean of Studies</td>
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<td>Dean of Theology</td>
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<tr>
<td>R. Clifton (2001-04)</td>
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**Administrative**

<table>
<thead>
<tr>
<th>(3 members elected by Assembly of whom 1 shall be a student)</th>
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<tr>
<td>Warden</td>
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<td>Dean of Studies</td>
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<tr>
<td>Registrar</td>
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<tr>
<td>Bursar</td>
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<td>L. Roberts (2001-04)</td>
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**Council Representatives**

(six members appointed by and from Assembly, of whom at least one shall be a College Fellow and at least one shall be a student)

<table>
<thead>
<tr>
<th>N. Cameron (2002-05)</th>
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<tr>
<td>B. Cantelo (2003-04)</td>
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<tr>
<td>C. Trott (2001-04)</td>
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<tr>
<td>D. Stewart (2003-06)</td>
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<td>A. Perry (2003-06)</td>
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<td>Student</td>
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**Assembly Representatives on Faculty of Theology**

(2 members appointed by Assembly upon the nomination of the Dean of Theology)

<table>
<thead>
<tr>
<th>A. Waterman (2002-04)</th>
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<tr>
<td>S. Alward (2003-05)</td>
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**Finance**

(2 members of Assembly)

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<td>Dean of Theology</td>
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<tr>
<td>Chair Administrative Committee</td>
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<td>Bursar</td>
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<tr>
<td>N. Cameron (2002-05)</td>
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<td>E. Forget (2002-04)</td>
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**Honorary Degrees**

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<th>Chancellor</th>
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<tbody>
<tr>
<td>J. Dean (2003-06)</td>
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<td>Vice-Chancellor</td>
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<td>M. McLean (2001-04)</td>
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<td>A. Waterman (2002-05)</td>
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**Program, Planning & Development**

(6 members appointed by Assembly, including the Dean of Studies)

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<tr>
<th>Warden</th>
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<tbody>
<tr>
<td>Dean of Studies (Chair)</td>
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<tr>
<td>Dean of Theology</td>
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<tr>
<td>J. Bumsted (2001-04)</td>
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<td>P. Thomas (2001-04)</td>
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</table>
Religious Affairs
(2 members of Assembly, 1 Theology student, 1 other student)

Warden
Dean of Theology
Chaplain

W. Hoskins (2003-05) Theology student

Scholarship
(5 Fellows elected by Assembly; if scholarships to be listed on UofM transcripts, require a majority of "faculty representatives")

Warden
Dean of Studies (Chair)
Registrar
W. Hoskins (2002-04)

Development Officer: (as resource for financing)
D. Cooley (2003-06)
T. Holens (2003-05)
Theology Rep: Chaplain - name to submit next week.

Student Affairs
(3 students; 1 member of Assembly)

Warden
Dean of Studies
Dean of Residence
Registrar
Vice-Stick

S. Hardy (2003-04)

Archives, College Press, Library

Warden
Dean of Studies
Librarian
D. Armoson (2001-04)
D. McCance (2001-04)
K. Young (2002-04)
A. Waterman (2002-04)

J. Allen (2003-06)
B. Payne (2003-04)

Art, Music, Social

Warden
Dean of Studies
Art Curator, S. Alward
Music Fellow, L. Ritchey
W. Hoskins (2002-05)

B. Cantelo (2003-04)
L. Kuffert (2003-04)
J. Stafford (2003-05)
A. Karlinsky (2003-04)

Membership

Warden
Dean of Studies (Chair)
M. Kinneir (2002-04)
J. Wolfart (2002-05)

D. Cooley (2003-05)
B. Fergusson (2003-06)
D. Stewart (2003-06)

Visiting Speakers/Canadian Studies

Warden
Dean of Studies (Chair)
J. Allen (2001-04)
C. Trott (2001-04)
K. Young (2002-04)

D. Cooley (2003-05)
G. Friesen (2003-06)
A. Perry (2003-06)
L. Kuffert (2003-04)

Esquire Bedells
J. Bumsted

???

Benda Cantelo