ST JOHN’S COLLEGE
ASSEMBLY
MINUTES
For the meeting of Wednesday September 18, 2007


Regrets: D. Arnason, M. Benbow, D. Brydon, B. Hallman, M. Kinnear, L. Kuffert, and R. Thomas

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

2. Approval of the Agenda
-On the heading of the agenda, change the date from “Wednesday” to “Tuesday”.

MOTION: That the agenda be approved as corrected.
S. Alward/J. Hoskins

3. Approval of the Minutes from the Meeting of May 16, 2007 (attachment 1 to the agenda)
- Item 5. c) ii) Motion 2, Change “Sessional GPS” to “Sessional GPA”.

MOTION: That the minutes be approved as corrected.
R. Clifton/I. Froese

4. Business Arising from the Minutes
The By-Law changes did not get approved at Council in May as Council did not have quorum and could not vote on the changes. These changes will be considered at the October 3, 2007, Council meeting.

5. New Business
a) Membership on Committees of Assembly (attachment 1)

MOTION: That the nominations for Committees of Assembly be approved as circulated.
C. Trott/P. Penner

b) Theology Grad Recommendations

MOTION 1: That Ms. Margaret Scott, and Ms Valerie Sayers having completed the examinations and having gained the necessary standing as prescribed, be recommended to Council to receive the Diploma in Applied Theology.
J. Hoskins on behalf of Theology Faculty Council

MOTION 2: That Mr. Donald McKenzie, having completed the examinations and having gained the necessary standing as prescribed, be recommended to Council to receive the Advanced Certificate in Priestly Ministry.
J. Hoskins on behalf of Theology Faculty Council

6. Reports from College Committees
a) Scholarship Committee - Report from Awards Clerk for information only (attachment 2 to the agenda)
The Awards Clerk sent the Scholarship Committee’s report of award recipients and alternates out with the agenda as information.
7. Reports from College Officers
   a) Warden
      J. Hoskins submitted the following written report for the minutes:

      As Assembly will be aware, our Development Officer, Derek McLean, submitted his resignation with his last
day at the college being September 28th. I am grateful for all of the great work that Derek has done for SJC over
the past twelve years and wish him well in his new position. There is a farewell party for Derek in the Quiet
Room at 3:00 pm, September 19th.

      The first meeting of the Dean of Theology review committee has been held and there is a second one scheduled
from October 18th. It is anticipated that the committee will be in a position to make a recommendation to me in
time for the November 28th Council meeting.

      On Sunday, September 16th, I participated in a workshop which the Dean of Residence organized on the subject
of Suicide Intervention. This workshop was organized mainly for the Dons of Residence and the co-presidents
and was led by an outside facilitator. It was an excellent workshop and the student participation in this event
was impressive.

      My work with the Presidential Search committee continues this fall and I am again a co-chair of the
Universities and Colleges division of the United Way cabinet.

      On September 24th, I will represent St John’s College at the installation of Dr. Dennis Bracken as Rector of St
Paul’s College.

   b) Dean of Studies
      C. Trott submitted the following written report for the minutes:

      1) Most of my time has been spent planning activities for the fall term. If all the various activities work out
we will have a very busy fall schedule.

      2) There was a good turnout of Fellows at both the Opening of Term Bar-B-Q and the Opening of term
reception.

      3) Lesley and I are currently working on the final details and planning for the Prairies Conference which
will take place on September 27 to 29.

      4) Dr. Susan Lobo will be a Distinguished Visiting Lecturer at the University and a guest of the College.
She will be here between October 25 and 30. She has conducted research on the immigration of
indigenous peoples into urban centres and the creation of community. Most of her work has been
in the United States and Peru and she is interested in seeing the Canadian context.

      5) Dr. Hoskins and I have been working together to plan for the courses that will be offered in our two lecture
theatres next fall. We have heard from most of the Fellows – who have tended to answer by Department
rather than individually. Our objective is to provide a full range of first year courses for College students.
Our priorities are: a) courses from science that meet the pre-medicine and pre-dentistry requirements
b) courses taught by the Fellows themselves c) courses from other faculties (Arts, Environment,
Architecture) that will be useful to our students.

   c) Dean of Theology
      Theology has a total program enrolment of 10; 9 in the Diploma, 1 in the Advanced Certificate. There are
also 20 Special Students mostly enrolled from the University of Winnipeg. This number is somewhat
inflated by the 8 students that have enrolled in SMJ342 “Interpreting the World,” the experimental
diagonal course designed with the diocesan Diaconal Working Group.

   d) Bursar
      I. Froese submitted the following report for the minutes:

      Summer Conferences
The College had a very busy summer conference season, with the following results:

<table>
<thead>
<tr>
<th>Conferences</th>
<th>Actual 120,032</th>
<th>Budget 118,877</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food Service</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conferences</td>
<td>Actual 153,994</td>
<td>Budget 155,836</td>
</tr>
<tr>
<td>Café</td>
<td>YTD 76,171</td>
<td>YTD 06-07 63,126</td>
</tr>
<tr>
<td>Catering</td>
<td>30,012</td>
<td>22,522</td>
</tr>
</tbody>
</table>

Residence
The College Residence experienced some sewage backup at the beginning of the term, forcing students to eat in the café for one day, after which they returned to their normal location in the Residence. Currently there is excavation being done to repair the problem underneath the kitchen and dining room. We are working in tandem with Physical Plant in all areas of this project and are currently in the process of determining what can be claimed through insurance. The University has agreed to pay for the project initially, and once it is complete we will work with them to determine any cost sharing that might occur.

e) Chaplain & Dean of Residence
P. Lampman sent regrets to the meeting. He submitted the following report for the minutes:

Saint John’s Residence
We have 93 residents, and 7 vacancies with 96 single rooms, two single apartments and a two bedroom apartment. We are not at capacity, and we have two students who are with us for one term only. I have been recruiting aggressively. All of the University of Manitoba residences have vacancies this year.

We have fewer international students in residence (approximately 25) than last year (34). This number includes 16 Intensive English Program students. Our number of returning residents is very good, and it is similar to last year’s number (45).

Training for the Residence Leadership Team has been improved this year. Topics included First Aid and CPR, Non-Violent Crisis Intervention, Respectful Environment, University Fire and Emergency procedures, Dealing with Sexual Assault, Suicide Awareness and Prevention, and Helping Students in Distress. Randy Greiser, Director of the Crisis and Trauma Resource Institute, came to the College this past weekend and taught suicide intervention skills to the Residence Leadership Team, and we were joined by Dr. Janet Hoskins for the event. The Residence Dons joined with the Residence Associates from U of M Housing and Student Life for some of this training. This was followed by our annual retreat to a cabin on Breezy Point. This is the fourth academic year that we have an International Student Representative on the Dons’ Team. This student’s job is to help integrate the international students into residence and community life. The international students are meeting at least once per month with the ISR.

Community spirit is high and is developing well. We have joined with Housing and Student Life in a number of residence events through the Spirit Cup competition. The Fall Banquet and House Meeting attendance were excellent.

We have a very good group of students this year, with few discipline problems.

Chapel Worship and Activities
Sunday 4 pm Holy Communion (Holy Eucharist)
7 pm Choral Evensong (1st Sun. each month with “All the King’s Men”)
Monday 9 am Morning Prayer, 12 p.m. Mid-Day Prayer
Tuesday 9 am Morning Prayer, 12 p.m. Mid-Day Prayer; 9:40 PM Compline
Wednesday 9 am Morning Prayer, 12 p.m. Holy Communion (Eucharist)
3:30 Study Group (time to be confirmed)
Thursday 9 am Morning Prayer, 12 p.m. Mid-Day Prayer
The Rev. Dr. John Stafford is Honorary Assistant for the Chapel Community. Michael Cutler is our Chapel Music Group Director again. Our Chapel music group “Holy Smoke!” is looking for new members. Prof. Charles Horton is the Music Director of All the King’s Men and Mark McLellan is the Cantor.

f) Development Office

D. McLean reported that this would be his last Assembly meeting before leaving his position as Development Officer. He thanked Assembly and the College.

g) Librarian

J. Hoskins reported that Richard Ellis is on leave for one year. J. Hoskins talked to C. Presser, Director of U of M libraries, about how his work will be covered off. People from Daeae Library will be brought over as needed. Any unspent money in acquisitions will be spent for us by other libraries and the books will come to St John’s College Library.

h) Registrar

E. Palamar reported that:

Matriculation

Matriculation is at 4:00 on September 25, 2007.

U of M Homecoming and Open House

E. Palamar and L. Cowan as well as students volunteered at the SJC booth at the U of M Homecoming and Open House celebration. This was the first year they have had displays up. We had one college alumni visit, a family who was researching a family member who taught at SJC and one family that took a residence tour. Next year we may host something in the College in conjunction with this event rather than set up a booth outside at University Centre.

8. Any Other Business

a) Report from the Senior Stick

H. Shepherd submitted the following written report for the minutes:

1. The following people have been nominated and approved by student council as members of College Assembly: Renee Alexander, Mike Fehr, Derek Hamilton, Mandy Einarsen, and Faisal Albagni. There are still two vacant positions to be filled.

2. Jumpstart was a great success. None of the students responded with any negative feedback. There were 15 students arrive to take part and 14 student leaders including the Don’s team.

3. Study carrels have been assigned and are beginning to fill.

9. Adjournment

MOTION: That the meeting be adjourned.

C. Trott/D. Hum

CARRIED

Official Copy of the minutes is signed by the chair and secretary and kept in the Registrar’s office.

Chair

Secretary

Date

Oct 23/2007
St John’s College – Standing Committees (2007-08)

Administrative
(3 members elected by Assembly of whom 1 shall be a student)
Jarden
Dean of Studies
Bursar
Registrar
R. Clifton (2006-09)
S. Close (2007-08)
Student: (Vice-Stick) Tolu Sodeyi

Archives, College Press, Library
Warden
Dean of Studies
Librarian
S. Kouritzin (2007-08)
L. Roberts (2007-10)
P. Thomas (2007-10)
W. Cariou (2007-10)
D. Arnason (2007-10)
S. Sinclair (2005-08)

Art, Music, Social
Warden
Dean of Studies
Art Curator, (S. Alward), S. Close
Music Fellow, K. Markstrom
B. Cantelo (2006-09)
Sinclair (2007-10)
G. Lukacs (2007-08)
K. Fowler (2007-08)
M. J. McCallum (2007-08)
R. Thomas (2007-10)
J. Stafford (2005-08)

Assembly Executive
(3 members elected by Assembly for 3-year or lesser terms; at least one shall be a student)
Warden
Dean of Studies
Dean of Theology
R. Clifton (2006-09)
B. Hallman (2007-10)
L. Broadhurst (2007-08)
Chair: G. Friesen
Student: (Senior Stick) Harley Shepherd

Assembly Representatives on Faculty of Theology
(2 members appointed by Assembly upon the nomination of the Dean of Theology)
L. Broadhurst (2006-09)
K. Smith (2007-08)

Council Representatives
(6 members appointed by and from Assembly, of whom at least 1 shall be a College Fellow and at least 1 shall be a student)
G. Lukacs (2007-08)
W. Norton (2005-08)
B. Payne (2005-08)
P. Penner (2007-10)
L. Roberts (2006-09)
B. Hallman (2006-09)
Student: (Senior Stick) Harley Shepherd

Finance
(2 members of Assembly)
Warden
Dean of Studies
Dean of Theology
Chair Administrative Committee
Bursar
D. Hum (2006-09)
G. Baldwin (2007-08)

Honorary Degrees
(Chancellor, the Vice-Chancellor, and four members appointed annually by and from Assembly)
Chancellor
Vice-Chancellor
D. Brydon (2007-10)
J. Dean (2006-09)
B. Payne (2007-10)
A. Waterman (2007-08)

Membership
Warden
Dean of Studies (Chair)
W. Cariou (2006-09)
D. Cooley (2005-08)
B. Ferguson (2007-10)
R. Clifton (2007-10)
S. Alward (2007-10)
K. Markstrom (2007-10)
M. Benbow (2007-10)

Program, Planning & Development
(6 members appointed by Assembly, including the Dean of Studies)
Warden
Dean of Theology
Dean of Studies (Chair)
E. Jones (2007-10)
G. Friesen (2005-08)
D. Brydon (2007-10)
M. Benbow (2007-10)
B. Cantelo (2007-10)

Religious Affairs
(2 members of Assembly, 1 Theology student, 1 other student)
Warden
Dean of Theology
Chaplain
P. Penner (2007-10)
R. Thomas (2007-10)
Theology Student
Student:

Scholarship
(2 Fellows elected by Assembly; if scholarships to be listed on UoM transcripts, require a majority of "faculty representatives")
Warden
Dean of Studies (Chair)
Registrar
Theology Rep: P. Lampman
S. Kouritzin (2007-08)
K. Smith (2007-08)
D. Cooley (2006-09)
K. Tomsons (2007-08)
L. Kuffert (2007-10)
Development Officer: (as resource)

Student Affairs
(3 students, preferably 1 day & 1 Res. 1 member of Assembly)
Warden
Dean of Studies
Dean of Residence
Registrar
Vice-Stick
L. Kuffert (2005-08)
Res. Student:
Day Student:
Student:

Visiting Speakers/Canadian Studies
Warden
Dean of Studies (Chair)
W. Cariou (2005-08)
D. Cooley (2005-08)
G. Friesen (2006-09)
E. Jones (2007-10)
R. Kroetsch (2007-08)
K. Young (2007-08)
R. Eyford (2007-08)
W. Norton (2005-08)

Esquire Bedells
B. Cantelo
R. Clifton