ST JOHN’S COLLEGE
ASSEMBLY
Minutes

For the meeting of September 19 @ 2:30 pm in Room 108 St John’s College


Regrets: D. Phillips, B. Ferguson, B. Hallman, J. James, S. Close, B. Pope, D. McCance, D. Punter, A. Ng, J. Edgerton

1. Approval of the Agenda
MOTION: That the agenda be approved as distributed with the addition of Motions from the Scholarship Committee.
B. Cantelo / I. Froese
CARRIED

2. Approval of the Minutes of the meeting on May 16, 2017.
MOTION: That the agenda be approved as distributed.
H. Enns / M. Evans

3. Business arising from the Minutes of the May 16, 2017 meeting
a) Nominate new Chair for upcoming year – The call for nominations was made. Lisa Alexandrin was nominated by Assembly Executive. There were no other nominations. MOTION: That Lisa Alexandrin be elected as Chair of Assembly for the 2017 – 2018 Academic Year.
CARRIED
b) Membership on Committees of Assembly – The Dean of Studies reviewed the Standing Committees of Assembly. Members will now serve for two years with staggering appointments to develop continuity. MOTION from Assembly Executive: That the Standing Committees of Assembly be approved.
CARRIED

c) Class of ’63 Scholarship – The Terms of Reference were revised to specify the Faculty of Science and the Faculty of Arts. MOTION from the Scholarship Committee: That the revised terms of the Class of ’63 Scholarship be approved.

4. New Business
a) Memorandum of Understanding with Church Divinity School of the Pacific – The Warden presented the reasoning and the parameters of the Memorandum of Understanding, that it was for one year, for one course, taught by Visiting Fellow Maylanne Maybee. MOTION: That the Warden be authorized to enter into the Memorandum of Understanding with Church Divinity School of the Pacific.
C. Trott / I. Froese
CARRIED
c) Class of ’63 Scholarship – The Terms of Reference were revised to specify the Faculty of Science and the Faculty of Arts. MOTION from the Scholarship Committee: That the revised terms of the Class of ’63 Scholarship be approved.
CARRIED

d) The Bonnie Hallman Graduate Bursary – This is a new Bursary for Graduate Students. MOTION from the Scholarship Committee: That the Terms of Reference for the Bonnie Hallman Scholarship be approved. CARRIED

5. Other Business
None

6. Reports
a) Reports from College Officers

Warden

St John’s College
Warden’s Report to Assembly
September 19, 2017

It has been a long time since Assembly met on May 16 and I must confess I was in England at the time of the meeting celebrating my son’s 40th birthday. Since then we have had one of the finest summers in Manitoba history, and naturally I chose to spend the time in rainy wet southern Ontario with the mosquitoes who had left Winnipeg for Ontario at the same time as us. After much rest from very busy 150th anniversary year, I am back in the saddle.

1) attended the Heads of Anglican Colleges meetings in Vancouver May 24 to 27.
2) represented the College at the memorial service for Joe Madill (former Facilities Manager) on June 4
3) attended the Western Collaborative Network on Ministry training in Saskatoon (at Emmanuel St Chad College) June 6 to 9.
4) participated in the Gaa wi j’ii diyang Orientation on June 15
5) represented the College at the St John’s Ravenscourt Convocation on June 23
6) Attended the Assiniboia Residential School Reunion briefly on June 24
7) attended the Isbister Society Garden Tea, June 28
8) met with the new VP Administration, Lynn Zapshala-Keltn, July 4
9) met with new Spiritual Advisor Coordinator, Edgar French, August 16
10) hosted the goodbye reception for Cathy Mudry, August 29
11) attended the Summer Works Canada bar-b-q with Terry Duguid, August 30
12) attended Native Studies Department Retreat, August 31-September 1
13) represented the College and Diocese at the CCS farewell for Maylanne Maybee, September 6
14) attended special meeting of Deans and Directors on the UMFA contract, September 7
15) met with Bob, the new International Student case worker, September 8
16) attended JumpStart, September 9
17) attended Residence Opening Banquet, September 9
18) hosted Lunch and Lively Conversations, September 12

If you have any questions about any of these events/activities please do not hesitate to ask.

I have been working throughout the summer with Ivan and Jackie on advancing support from three levels of government for our residence project.
Dean of Studies

Dean of Studies: Report to Assembly September 19, 2017

Welcome Back

As the incoming Dean of Studies, I want to first give a shout out to my predecessor, Brenda Cantelo, for her years of service in this position, and the outstanding job she has done of building community in the College. Many thanks as well to Lori Wilkinson, who was Acting Dean during Brenda’s research study leave in winter 2017. These are big boots to fill!

Many of you will have noticed that I have moved offices, down into 209 on the classroom corridor. Ian, Ivan, Larry and Chris have been so helpful in that move. We have plans to create a waiting/reception area for students in the ‘outer’ office, which is room 208. It will be shared by myself and the Spiritual Advisors. On occasion cookies and cake will appear.

As you all know, the College elected three new Fellows last spring: Maylanne Maybee; Adolf Ng and Micheline Hughes. I hope you will all make them feel welcome. Murray Evans is also with us this year as a Visiting Fellow. We will be more formally celebrating our return to classes and the arrival of our new Fellows at the Beginning of Term Reception, which will follow immediately after Assembly today.

The start of term is always a hectic period. We have already had our Student BBQ (jointly with St Paul’s College). I hope some of you had a chance to attend and perhaps meet some of our student body. Many thanks to Ian and Food Services for providing yet another successful and delicious welcome back for our faculty, staff, and students. Sunday, September 17 is Matriculation, during which our new students and Fellows are inducted into the College, and current Fellows receive their annual stipends ($1) in keeping with the traditions of the College. This is my first Matriculation as Dean of Studies, and I look forward to a little ritual and ceremony to start the year. Fellows who can attend should see Sherry about robes.

This week, I attended the Associate Deans Undergraduate ‘retreat.’ There was a lot of discussion about academic dishonesty and discipline cases; and the increase in student requests for mental health accommodations, as mental health and wellness become a more and more pressing concern on campus. These issues are putting an increasing strain on university administrators and faculty, as I such all of us know from first hand experience. I had the opportunity to meet in person the new Dean of Studies at St Paul’s College, Prof. Dilantha Fernando, who is a plant scientist. We agreed to meet to discuss future shared plans and concerns.

The Coming Year

Erin Millions will be coordinator of Soup and Bread Lectures for the fall term. Please contact her if you are willing to talk about your research over lunch in the SCR.

I have finalized the roster for committee service among members of the Assembly. If you have any concerns about your committee work, please do contact me. I am doing a couple of things a bit differently. One is that Fellows will serve on only ONE SJC committee. Secondly, I am instituting two-year terms for committee membership, in order to have some continuity of service and allow people to settle into their roles for a while. The challenging part will be staggering
people's service to allow for both renewal and continuity in future years; I'm still working on that aspect.

The College does have a number of committees, and I’d like to see them become a bit more active, delegate greater responsibility, and engage them in special initiatives where appropriate. More news on this in the future, but as an example, this year I will try to revitalize the Student Affairs Committee, and enhance student participation in College governance more generally. I think we would all like to know more from students what their experiences and concerns are. One of my main goals is to build stronger relationships between Fellows and students, and contribute to a healthy and supported student life at SJC.

There is a lot to learn in this role, and I would value input and ideas. Please come and talk to me anytime.

Prof. Esyllt W. Jones
Dean of Studies

**Spiritual Advisor**

Spiritual Advisor’s Report to Assembly
Shelly Manley-Tannis
Shelly.manley-tannis@umanitoba.ca
St. John’s College
Tuesday, September 19, 2017

In my first six weeks in the position of Spiritual Advisor at St. John’s College, I have felt most welcome and am really enjoying the challenges of learning so many new things and meeting so many new people. The first couple of weeks at the College were fairly quiet as it was still summer holidays for many people, but I did use the time to get to know some of the other staff, try to get my office sorted out and ask about a million questions (mostly of Ivan and Amy – so, thank you to them!) I now have an email address and access to the computer with lots of organized resources that Allison left. Am working on phone access, business cards and narrowing down my office hours!

For now my focus is on getting to know the people of the College and wider University contacts as well. I have met with the new Spiritual Care Coordinator for the University, Edgar French; have connected regularly with Daly De Gange and Natasha Ali (others in the Spiritual Advisory ‘team’); attended the reception for Cathy Mudry and have met many of the college Fellows as well. I also attended the recent Lunch & Lively event and was introduced there to many alumni and college supporters. The beginning of term Barbeque with St. Paul’s College and the Homecoming event at Migizii Agamik (which I attended with Chris) were other ways to meet some of the neighbours of the college and learn more about the resources that are available to U of M students.

Working with Fayaz Hasan in this initial time has been a great experience and I really appreciate his knowledge of being a student and resident here, and his respectful way of approaching the ways we can work together. In July we were classmates in the course suggested by Chris Trott – Intergroup Dialogue Facilitation – and I look forward to working further on what may come next out of that work. I also co-led with Fayaz the first House meeting
for the students in Residence and was honoured to be asked to lead the presentation on Sexuality: health, consent, safety, respect, etc. It was a first for me in my ministry! I also attended the beginning of the JUMP-START day and enjoyed meeting some more of the students and playing Jeopardy!

If my report, so far, sounds like I have mostly been mingling and enjoying the food and drink that often accompanies college events – you would be right! But I also have been working on plans for Chapel events and other programming such as Evensong (with the ‘All the King’s Men’ Choir), a beginning of term retreat for the Student Council, signs and information for the chapel, and planning for other ideas to share with the students and find out what their interests may be this year in Spiritual engagement. I am looking forward to sharing some meals and connecting more with students in the coming weeks, and being available to them for one-on-one or small group discussion and support.

I do not know a lot about what comes next – partly because there are so many possibilities! – but I am so pleased to be here and feeling blessed indeed by the welcome I have received. I look forward to being on this journey together.

Bursar

Bursar's Report to Assembly September 19th, 2017

Financial
BDO Canada conducted their audit of the College in the beginning of June. The process went smoothly, and we will be presenting Audited Statements to College Council at our meeting at the end of September.

Summer Conferences
We had a very successful summer in the residence. Our average occupancy rate from May to September was approximately 62%, a significant increase over last year. Our busiest months were July and August, which included both regular students and outside groups, but our regular residence student numbers for May and June was also higher than last year.

Residence
For the first time in many years, we do not have a full residence. We are continuing to reach out to various student groups including the International Student Centre and ICM, as well as staying in touch with University Housing to encourage them to send students our way in an effort to fill our empty rooms. As of September 13th we had approximately 20 rooms available. This is significant, and we are unsure of what has caused this. Discussions with University Housing indicates their demand was significantly lower this year as well. The continued shortage of beds on campus over the last number of years may have contributed to students not bothering to apply, and simply look for off-campus housing, and we will continue to attempt to reach students so they know we have vacancies.

Building items
We have contracted with NRG to replace the hood exhaust in the residence kitchen. Construction will begin in October, and we will complete the final change-over during the exam period, and Christmas break to minimize the disruption to our residents.
Staff

We are happy that Diana Defoort has returned to work on a gradual basis, with a goal of her hours increasing to full time. Your patience as she works back into her full time role is appreciated.

Dean of Residence

Dean of Residence Report

Residence Projects
There were a number of activities in the residence this summer. Ian Park and I inspected every room in the residence and made a list of all maintenance work they needed. Over a month and a half, we have gone through the list and fixed issues such as painting, flooring, window blinds, wall damages, door locks and all electrical damages. We replaced all couches in the lounge and games room and they look spectacular.

The TV Lounge in the residence have been approved for alcohol consumption for the first time. The main reasons behind this decision are better noise policy regulation and the safety of residence students and property. I have contacted Manitoba Liquor Licensing Authorities and made sure we are in compliance with the laws. I wrote an amendment to the Student Contract with details of boundaries to this new privilege. However, it has been made abundantly clear that abuse of this privilege may cause us banning alcohol consumption in the lounge again.

Regular Semester
As of September 13th, we still have 20 rooms available in the residence. It is my understanding that the entire campus is facing a drop in student interest in campus living this year. Our office has connected with several organizations such as ICM, UofM Residences, IEP and International Centre, in order to gain more exposure. We have 3 students with us from Sapotaweyak group. The residence is 62.5% international. 22.5% first years, and similar to last year, we have a higher number of male than female students (58 male and 22 female). We welcomed one more Syrian refugee student along with the 4 students we had last year.

Summer Session
We had a lot of traffic this summer. Starting late June till the end of August, we had several groups stay with us, namely MITT (17 students), Engineering (22 students), Health Quest (20), Math Camp (25), Canada Games (9 participants) and IEP (44 students). Because if all the groups, the residence was close to full occupancy for a majority of July and August.

Residence Activity
For the 2017-2018 academic year, the dons are:
- Morgan Taverner (Sr. Don)
- Tobore Oghre
- Brieann Palamides
- Tino Hove

They've already proven themselves to be hard workers and great leaders, and I'm excited to work with them this year!
Res Council is holding elections on September 22nd. The executive currently consists of Florian Schwickart and Susanne Schwickart as Co-Presidents and Patrick Fung as Financial Director. They will bring on a Communications Officer, a Yearbook Editor and floor reps in this election.

The Residence Council have done a good job connecting with College Council to make Jumpstart a success. Res council have also organized several icebreakers to build the residence community.

The first House Meeting was a success; Shelly Manly-Tannis, the new Chaplain and I co-facilitated the meeting. The Student Contract, Sex Ed and Multiculturalism were the main focusses on the meeting.

Thank you.

Development Officer

Development Officer Report to Assembly
September 2017

Fundraising
- Exploring potential funding avenues to purchase a piano for the Chapel
- Gearing up for the Fall campaign
- We have received notification of a bequest from the estate of Dorothy Hayward. No amount given but it is a residual beneficiary shared among 21 charities. She has no known connection to the college and no previous donation history.

Alumni/Stewardship
- Continuing to visit with Johnians.
- Chris and I will travel to Brandon for an alumni reception on the 21st Sept and to Kenora on the 30th September for a luncheon gathering.
- Trip to Ottawa/Kingston/Toronto planned for 14th-18th September

Special Events
- The Lunch and Lively Conversation was held on 12th September to great success. Tracy Bowman who works at the UoM in External Relations attended the event.

Marketing/Communications
- The latest issue of In Lumine has been mailed out

Staffing
- Our summer student worked out well Adekunle Adesanmi was hired under the Canada Summer Jobs programme and we also hired Kristen Leutke for 10 hours a week.
- We were unsuccessful in our bid for a work/study student and have been waitlisted in case more funding is received.

Misc
- Working with Chris and Ivan on the Capital Campaign.
- Manitoba Scholarship and Bursary Initiative (MSBI) – matching funds from the Province has changed. We will now be matching at 50% on disbursed amount. Under the previous regulations money invested in the fund was matched at 100%.

Respectfully submitted by:

Jackie Markstrom
13th September, 2017

Registrar
Registrar’s Report
September 2017

University of Manitoba HeadStart Saturday, June 3, 2017. As always, this is a great opportunity to speak with students and their parents about the benefits of membership.

University of Manitoba Orientation All About U Expo Tuesday, September 5, 2017 and Wednesday, September 6, 2017. Fayaz Hasan and I manned our table near the Max Bell Centre this year. It was not the best location, but we did talk with a few students, some of whom were already members.

Jumpstart Saturday, September 9. We did something different this year for Jumpstart. Rather than holding it before classes start, we held it on the Saturday after the start of classes. We made it mandatory for Residence students, free for all, and from 10:00 am until 2:00 pm. The St John’s College Student’s Association and Residence Council worked together to plan the day which included trivia games and a relay race with a slip and slide and a watermelon eating contest. Though not every resident attended, our numbers were fairly good, and we had a number of day students attend as well.

Counsellor’s Seminar Tuesday, September 19. This is run by the University of Manitoba Student Recruitment team. We provided materials on the college for the 150 High School Student Counsellors.

Matriculation Sunday, September 17. I am writing this before Matriculation, so I am going to assume it was another wonderful turnout.

Convocation Sunday, November 5. Save the date! Convocation is on Sunday, November 5. I will be sending out invitations soon. Please let me know if you will be attending so I can order a gown for you.

Student Mentor Program Student Life has a New Student Mentor program where they partner Senior Students with First Year Students. We are working with our Students’ Association and encouraging them to sign up as mentors.

Sherry Peters
Registrar
b) Report from Senior Stick

c) Reports from College Committees

7. Adjournment
MOTION: That the meeting be adjourned.
L. Wilkinson / B. Coutts
CARRIED