ST JOHN’S COLLEGE COUNCIL
AGENDA
For the Meeting of Wednesday, May 22, 2013

Present: B. Reher, A. Braid, E. Jones, S. Peters (Secretary), Eun Ji, J. Markstrom, B. Beare (Chair), C. Trott, I. Froese, J. Bouchard, J. Stafford, B. Peeler, J. Ripley, P Bras
Regrets: S. Close, H. Richardson, J. McConnell, D. Phillips

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

2. Approval of the Agenda
   MOTION: That the agenda be approved as distributed.
   J. Ripley/P. Brass
   CARRIED

3. Approval of the March 27, 2013 Minutes
   MOTION: That the minutes of the meeting on March 27, 2013 be approved as distributed.
   J. Ripley/B. Regher
   CARRIED

4. Business arising from the Minutes
   None

5. New Business
   a) Feasibility Study – Chair of the Development Committee, presented the background on the feasibility study and the motions from the committee.
      MOTION: That a recommendation be made to Council that Kupca/Walker Consulting be hired to conduct a Feasibility Study of fundraising for the proposed campaign as outlined in their proposal.
      CARRIED
      MOTION: That a recommendation be made to Council that funds in the amount of up to $24,000 plus GST be made available to support the Feasibility Study.
      CARRIED
   b) Membership on Council and committees of Council – Chair will speak to the Bishop regarding this item.
   c) Draft Meeting dates for upcoming year – MOTION: That the meeting dates for the upcoming year be approved as distributed.
      J. Ripley/J. James
      CARRIED

6. Reports from Committees, College Officers and Student Council
   a) Reports from Committees – Council Executive, Development, Finance & Admin.
   b) Report from Assembly – Assembly passed the College Budget.
   c) Report from College Officers and Student Council
      Written reports will be received as distributed.

7. Other Business

Council Members: Art Braid; Bernie Beare; Bill Pope; Brenda Cantelo; Bryan Peeler; Christopher Trott; David Ashdown; Dawne McCance; Don Phillips; Heather Richardson; Ivan Froese; Jackie Markstrom; James Ripley; Joan McConnell; John Stafford; June James; Justin Bouchard; Kurt Markstrom; Leonard Kuffert; Peter Brass; Sharon Alward; Sherry Peters; Simon Blaikie; Susan Close; Warren Cariou; William Regehr
MOTION: That Council extend gratitude and thanks to J. Stafford for his years of contribution and service to the College and Council.
C. Trott/P. Brass
CARRIED

8. Adjournment
MOTION: That the meeting be adjourned.
C. Trott/J. Ripley
CARRIED

Council Members: Art Braid; Bernie Beare; Bill Pope; Brenda Cantelo; Bryan Peeler; Christopher Trott; David Ashdown; Dawne McCance; Don Phillips; Heather Richardson; Ivan Froese; Jackie Markstrom; James Ripley; Joan McConnell; John Stafford; June James; Justin Bouchard; Kurt Markstrom; Leonard Kuffert; Peter Brass; Sharon Alward; Sherry Peters; Simon Blaikie; Susan Close; Warren Cariou; William Regehr
1. Opening Prayer
   C. Trott opened the meeting with prayer.

2. Approval of the Agenda
   MOTION: That the agenda be approved as distributed.
   S. Alward/E. Jones
   CARRIED

3. Approval of the January 30, 2013 Minutes
   MOTION: That the minutes of the January 30, 2013 meeting be approved as distributed.
   A. Braid/C. Trott
   CARRIED

4. Business arising from the Minutes
   None

5. New Business
   a) Changes to Residence By-laws – The Dean of Residence indicated that the by-laws needed to be changed to make Residence Council more manageable.
      MOTION: That the changed by-laws be received by Council
      C. Trott/J. Bouchard
      CARRIED
   b) Council Membership Updates – Diocesan Council needs to approve the re-appointment of P. Brass and B. Beare
   c) Ted Poulter Estate – Motions brought forward from the Development Committee.
      MOTION: That the $50,000 bequest from the estate of Ted Poulter be used towards ongoing projects in the residence.
      CARRIED
      MOTION: That Council authorize College administration to spend up to $50,000 for new flooring in the residence rooms.
      CARRIED
   d) Annual Report – Presented for information
      MOTION: That the annual report be received by Council.
      C. Trott/J. Ripley
   e) Honorary Degrees
      MOTION: That Council move into closed session.
      C. Trott/S. Alward
      CARRIED
      MOTION: That Council move out of closed session.
      C. Trott/J. Ripley
      CARRIED

In closed session, it was agreed to confer upon Rev. Dr. John Stafford the Honorary Degree of Doctor of Divinity (honoris causa) at the 2013 Convocation in November.
6. **Reports from Committees, College Officers and Student Council**
   a) **Reports from Committees – Council Executive, Development, Finance & Admin.**
      - **Council Executive** met to discuss tonight’s meeting agenda.
      - **Development** met to review proposals for new Residence feasibility study.
      - **Finance** met and reviewed the increase in Residence rates and recommended a 2.3% increase that was approved by Assembly. The other items on the agenda was the Ted Poulter bequest and the College financials.

   b) **Report from Assembly**
      - Approved the 2.3% Residence rate increase, renewed Fellowships, approved honorary degree recommendation to Council.

   c) **Report from College Officers and Student Council**
      i) **Warden**

         **Warden’s Report to Council**
         **March 27 2013**

         Since last Council much of my time has been taken preparing the Strategic Resource Planning for the University submission. We have not asked the University for any new money overall, but largely spoke of moving forward and entrenching the Learning Community initiative and AUCC initiative from last year. As a last minute addition we added a capital project to redo the floors on the lower level – largely because the estimates came in much higher than we anticipated.

         Other activities:

         1) Attended a meeting of the Theological Cooperative with John about ATS accreditation
         2) Attended the German Canadian Studies Meetings to give a paper in Grainau
         3) Represented the College at the Trudeau lecture
         4) Attended the Hanley Lecture and Lunch at St Paul’s College
         5) Worked with the SSHRC in Ottawa
         6) Attended the Emerging Leaders Dinner on March 14 with Nik Akkerman
         7) Attended College Graduation Dinner and Dance

         I continue to represent the College at Provost’s Council, Senate, Faculty of Arts Council, Diocesan Council and the External Relations Dean’s Breakfasts. The work with External Relations has slowed down recently now that all the Deans and Directors have submitted their Cases for Support. External Relations is consolidating the Cases and we will find out in April what their prioritization is.

      ii) **Dean of Theology and Chaplain**

         No report.

      iii) **Bursar**

         **Bursars’ report to Council 03-27-13**

         **Building items**

         We continue to be very focused on improving the residence experience for students. We are in the process of repainting all residence rooms, and making sure that each room has mirrored closet doors installed. This is a logistical challenge, and we are appreciative of all the cooperation we’ve received from the students. Eventually, we want to have all of the flooring replaced as well. We also continue to work closely with the University and Shaw Cable to have internet access provided. Discussions are on-going and we are hopeful this project will begin soon.
We have also started the process of getting quotes to have the academic wing of the College re-painted and the carpet replaced with flooring. This will have a significant impact on both the aesthetics, as well as the cleanliness of the space. This will include the hallway outside the Cross Common and Quiet Room, and new carpet in the Quiet Room and study areas.

**Budget**

- The Finance & Admin Committee met to recommend a 2.3% increase in residence rates for 2013-14.
- Those rates were approved by Assembly, and preparations for the 2013-14 budget can now begin.
- We are currently engaged in preparing for our fiscal year end.

**Other**

- EPIC, the new university procurement system for purchasing will soon be rolled out, and is set to go live on April 22, 2013. This is a ROSE initiative, and is intended to streamline the process.

- We have had a number of recent high profile events take place in the Schultz Lecture Theatre, put on by the office of the VP External. Amy Craddock and Ian Park both put a lot of work into the successful organization and execution of these events.

- We are continuing our preparations for the summer, and anticipate a large contingent of international students through IEP.

**iv) Dean of Studies**

**Dean of Studies: Report to Council January 30-March 27, 2013**

The Annual **Marjorie Ward Lecture and Dinner** was held on January 31. This year’s lecture was Andrew Nikiforuk, “Energy and the Economists’ Delusion.” The lecture was attended by about 50-60 people, and was well received by the audience, with many interesting audience questions and good dialogue. Mr. Nikiforuk also gave a presentation in SJC Fellow Jonathan Peyton’s environmental studies undergraduate class, for which the Dean of Studies provided pizza lunch.

The Dean of Studies is responsible for showcasing the research and scholarly activities of our Fellows, through the SJC Annual Report, currently under preparation. Again this year, our Fellows are making outstanding contributions in their fields. We have been planning for transition in the College Fellow memberships over the coming few months, as a few Fellows leave us, and we welcome new ones. The Dean, Warden, and the Membership Committee have been discussing how to further support doctoral and post-doctoral researchers in the future, and enhance the reputation of the College as an undergraduate and graduate student community.

**February Activities**

There were two **Brown Bag Lunches** in February:

- Wednesday, February 6: Shawna Dempsey, Co-Executive Director, Mentoring Artists for Women’s Art, Winnipeg. “Mentorship: Transformative Education without Bureaucracy.”

- Tuesday, February 26, Nicole Goulet, Department of Religion, Research Fellow, SJC, “Studying and Teaching Religion in Secular Institutions.”

There were also two **Soup and Bread Lectures**:

- Wednesday, February 13th Bryan Peeler (Political Science): “The Persistence of Reciprocity in the Law of Armed Conflict”

- Wednesday, February 27th Adele Perry (History): “Isbister and Empire”

**March Activities**
Wednesday, March 6: Mary Benbow (Geography): "A Warm Day at the Zoo: Climate Change, Conservation, and Conversations."

Wednesday, March 20: Andrew Woolford (Sociology): “Indigenous Boarding Schools in the US and Canada.”

**Brown Bag Lunches:**

- **Thursday, March 21:** Bonnie Hallman, Director, University 1: “Creating Opportunities for Success in the First Year: Evolving University 1 into a First Year Centre.”
- We have also had a **Brown Bag Lunch**, Tuesday, March 12: David Watt, Director, Institute for the Humanities, University of Manitoba: “Allusions of Grandeur.”

Attendance at lunch time events this term has been very good; we have been averaging between 15 and 20 people for Soup and Bread events, which is positive reflection of the community we have here in the College. Our thanks again to Rod Clifton and Struan Sinclair, who have done the work of organizing these series, and of course to the staff who help us and provide delicious food.

**Graduate Student Meet and Greet**, Tuesday, March 26, 2013, 2:30-4:30 pm, Senior Common Room.

SJC has approximately 90 graduate student members, from a wide range of disciplines. This is an outreach event, connecting SJC Fellows and Staff with our graduate students. Beer and snacks to be provided. We are planning to host follow-up activities with graduate students and post-doctoral fellows for the Fall semester.

**Ongoing and Forthcoming Events**

**Student Art Competition:**

We are in the midst of our first annual St John’s College Student Art Competition. Submissions are due Thursday, March 28th, with winners of 1st ($300), 2nd ($200), and 3rd ($100) prizes being announced at a reception sponsored by Daily Bread Café on **Monday, April 8th**. The competition is being judged by one College Fellow, one professor from the Faculty of Art, and one former SJC student, who owns a small private art gallery in the city.

**End of Term Reception** for Fellows and Staff will be held Wednesday, April 10, 2013, 3:30-5:30 pm in the Senior Common Room. At this time, an announcement will be made about the success of our Common Room refurbishment initiative.

Respectfully,

Eyllt Jones, Acting Dean of Studies

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**v) Development Office**

**Development Officer Report to Council**

27th March, 2013

**Fundraising**

- Gifts received since April as at today = $143,312 – this is below expectations and we will fall short of our target amount. There are several reasons for this the main one being a $50,000 bequest has not realized yet (the Will has been probated) and $30,000 MSBI funds will arrive in April not March as anticipated.
- There is a bequest of $50,000 which should be received very shortly.
- Donations to the Senior Common Room amount to just about $10,000!
- A special Residence Improvement mailing to upgrade residence rooms did not have the impact we had hoped.
- The Chaplaincy mail out has been completed.
- The UofM phone centre called College alum the end of February and throughout March.

**Alumni/Stewardship**

- Continuing to call/visit with donors on a regular basis.
- Jill and I will be working on a stewardship plan.

**Special Events**
• The Curry Cook-Off event will be held this year on the 28th March. Tickets are $10 each and that includes curry, samosas, naan bread, juice.
• Bach’s Birthday – A Tribute to Retired Fellows will be held on the 21st March and will feature a concert in the Chapel followed by a reception in the Cross Common Room. Please join us!

Marketing/Communications
• Currently working on the latest issue of In Lumine should be out in April.
• Suggestions for stories/articles are appreciated.
• Jill has redesigned our webpage and we hope to have it in place in April. Our plan is to update it on a monthly basis.

Staffing
• Currently have two volunteers coming in on a regular basis.

Misc
• Continue to attend UofM External Relations and Donor Relations Department meetings.
• Developing the Capital Campaign plan and the Development Committee met to review feasibility study proposals.
• Jill and I reviewed and evaluated the effectiveness of the Development Office and put in place the 2013/2014 Development Office Plan.

Respectfully submitted by:

Jackie Markstrom
13th March, 2013

vi) Dean of Residence

Dean of Residence Council Report

In the new year we started the process of renovating the residence rooms. We are painting 3 rooms per week on average and as of March 13 we have 20 rooms finished. We are installing new mirrored closet doors once the painting is finished. We will do as many rooms as we can before the exam period, with the remainder to be completed this summer.

We plan to start replacing the floor in the residence rooms at the end of April. Currently, one room is done and we had a student in there for one month to test durability. There was some scratching from the beds and chairs so we are going to be opting for a lighter floor colour. In addition to this we will be placing protective covers on the bottom of the beds and chairs to reduce the scratching.

Shaw is planning on starting to wire up the residence with high speed internet starting at the end of the month. If they do not finish before the exam period we will either work reduced hours or put the project on hold until May.

We decided to go with a mandatory meal plan for the summer session. It will allow us to provide a better, more consistent experience for everyone living here this summer.

Don selections took place on March 10th and I’m pleased to be working with Nik Akkerman (Sr. Don), Wilson Wu, Acqueline Masvikeni, and Rhianne Rodnisky next year.
vii) Registrar

Registrar’s Report to Council
March 27, 2013

**Recruitment:** February 20-21, 2013 were Info Days at the University of Manitoba. We participated with our new College Brochure and Display Banner. Justin Bouchard and Diana DeFoort were a great help at the booth as were several of our students. In addition to our booth at the Info Village, we offered a tour of the College on both days. On the Wednesday afternoon, we also held a special information session for the students of St. John’s Ravenscourt.

**Other:** I am presently finishing up the Annual Report. I have completed classes for Life Coach training, I only have the practicum left which will take until the beginning of June. This is a new service we’re offering to our students. New College pens have arrived along with the new College brochure and display banner.

Sherry Peters
Registrar

viii) Senior Stick

**ST. JOHN'S COLLEGE STUDENTS’ ASSOCIATION**
March 11, 2013

**Report to Council – Senior Stick**

**Ronald McDonald House**
On Tuesday, January 22, SJC staff and students spent their time volunteering at Ronald McDonald House. We got to prepare and serve a delicious feast, which included roast beef, a variety of veggies and delectable apple crumble with vanilla ice cream! The volunteers included SJC council members, the Warden of the college, Dr. Chris Trott and Anna Chorro from SJC's Food Services. Special thank-you to everyone who helped plan and prepare this meal, including GFS Foods and the St. John's College Food Services for donating their time as well as the roast and vegetables!

**Cancer Care Bake Sale**
The bake sale was a great success raising a total of $228.80 for Cancer Care Manitoba. There were many tasty goodies such as cupcakes, cookies and rice krispy treats for sale. Special thanks to Jackie for her delicious cheese buns, as well as, all of the other volunteers who put in the time and effort to make this event happen!

**Bowling and Karaoke**
Our Programming Directors were hard at work this semester planning the wonderful events of Bowling and Karaoke. Both nights were incredibly successful with a turnout of approximately 25 people per event! Besides grad, our Programmers are planning one last event for the stressful exam week, occurring on April 2\textsuperscript{nd}, in which the student lounge will be converted into a space of relaxation for all members to enjoy!

**Graduation**
Planning for graduation is on track, as the DJ has been booked and the centerpieces and cake have been ordered. We are waiting on the number of attending grads to finalize details!
**Bisons Hockey Game**
The Bisons versus UBC Thunderbirds Hockey Game took place on Friday, February 1st. The game was great fun, as our Sport’s Representative made it event by supplying pizza and drink to all of the SJCSA hockey fans! Despite our cheering efforts, the Bisons lost with an ending score of 3-2.

**Elections**
SJCSA have shown a lot of interest in the student council next year, as only 2 positions have yet to be filled. With many of our beloved council graduating this year, we are delighted to have such interest from the members to get involved with the college.

8. **Other Business**
   None

9. **Adjournment**
   J. McConnell/J. Ripley
   CARRIED
## St John’s College 2013/2014 Assembly Meeting Dates

### Assembly Executive
(Warden, Dean of Studies, Dean of Theology, Chair of Assembly, four members elected by and from Assembly and a student)

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<td>January 7, 2014</td>
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<td>March 4, 2014</td>
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<td>April 29, 2014</td>
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### Assembly
Diocesan Council representatives on SJC Council are members of SJC Assembly.

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<td>March 18, 2014</td>
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## St John’s College 2013/2014 Council Meeting Dates

### Council Executive
(Chancellor, Warden, Dean of Studies, Dean of Theology, Chair of Council and Chair of Assembly)

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<td>May 6, 2014</td>
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### Council
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<td>March 26, 2014</td>
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<td>May 21, 2014</td>
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As much as anyone else, I have been caught up in the end of term marking and finishing up my courses. We have also been working on presenting the Strategic Resource Plan, College budgets and the feasibility study for the capital campaign. One of my greatest pleasures has been the small fundraising project for the Health Career Quest Summer Camp.

1) Attended the SJC Graduation Dinner and Dance on March 23
2) Cooked for the Curry Cook-off fund raiser on March 28
3) Attended the Spring Rez Banquest on April 5
4) Participated in the Selection Committee for the CRC in Indian Residential Schools
5) Interview and Selection process for the Feasibility Study
6) Represented SJC at the Centre for Christian Studies Annual Service of Celebration, April 14
7) Attended two day Senior Executive Retreat on Prioritizing Academic Programs, April 15, 16
8) Chaired a Ph.D. oral examination in Anthropology, April 17
9) Took part in the Chaplains’ Association Review, April 18
10) Cooked and served for the Taste of Pakistan Dinner at All Saints Church, April 27
11) Represented SJC at the Booth University College Convocation, April 28
12) Represented SJC at the Annual Graduation PowWow, May 4
13) Raised funds for the Health Career Quest Summer Camp to stay in our residence
14) Organizing Learning Community Program for next fall.

I continue to represent the College at Diocesan Council, Senate, Provost’s Council, Arts Faculty Council, External Relations Deans’ Breakfasts, all of which met during this period. I look forward to representing the College at the weddings of two alumni and one Fellow in May and June. I will be representing the College at the upcoming Convocations and at the SJR Graduation. At the beginning of June I will be attending the Heads of Anglican Colleges meetings at Thornloe College in Sudbury and at the beginning of July I will be attending General Synod.
Bursars’ report to Council, May 22, 2013

Building items

- Painting, new flooring, and mirrored closet doors continue to be installed in all our residence rooms. The results and feedback have been very good.
- The buttery, and laundry room have both been renovated.
- Shaw continues its work to wire the residence for internet, and we met with physical plant to establish a location for the new fibre to be brought to the building.

Budget

- The 2013-14 proposed budget was presented to the Finance & Admin Committee, who recommended its approval by Assembly.
- Magna Vista gave a quarterly report on our investments to the committee.
- Our 2012-13 audit is scheduled to begin May 27th.

Other

- Amy Craddock and I both attended an EPIC training seminar, and the College is now live with the new purchasing system.
- We have a signed contract for summer occupancy with IEP, and a small contingent of regular students staying with us as well. Meals are being served in the residence dining room, and things seem to be going well. We are anticipating an increase over last year’s numbers.
- Beautification Day is Thursday, May 23rd.
End of Term Activities:

We finished the term’s **Soup and Bread Lectures** on March 20 with Andrew Woolford (Sociology): “Indigenous Boarding Schools in the US and Canada.” The lectures were quite a success this term, with between 15 and 20 attendees on average. On March 21, our final **Brown Bag Lunch** featured Bonnie Hallman, currently Director of University 1: “Creating Opportunities for Success in the First Year: Evolving University 1 into a First Year Centre.”

Thank you to all of the College members who came out and showed such an interest in these events. Now that we no longer have lunch every day in the Common Room, these talks have brought us together a couple of times a month, at least. If anyone is interested in either giving a talk or helping to organize these series for the fall term, please contact me.

The **Graduate Student Meet and Greet** was held March 26 in the Senior Common Room. We had modest graduate student attendance during what is the busiest time of year for many students. Another outreach event will occur in the fall.

The awarding of prizes for the **Student Art Competition** happened at a lovely reception in the Daily Bread Café on April 8th. The competition was a great success, with nearly 40 very fine submissions. The art really looked fabulous hung on the walls of the Café. Thanks to Nicole Goulet for all of her hard work, to Ian Park for providing food and beverages for the reception and helping with the art, and to our jurors.

Finally, we held the **End of Term Reception** on Wednesday April 10. At the reception Jackie Markstrom, Herb Enns and myself announced the results of fundraising for Senior Common Room refurbishment and revealed the fabrics we’ve chosen for the furniture recovering. The furniture will be re-upholstered during the summer months, in time for a September ‘reveal’!

**Summer Planning**

Over the next month or so, we will be planning committee service for next year, so if you are willing to serve on any of the committees, please contact me. We will also be preparing to welcome a few new Visiting Fellows, and will announce those at a future Assembly meeting.

I will be ending my term as Acting Dean of Studies as of 1 July, when Brenda Cantelo returns from research/study leave.
Fundraising
• Ended the 2012/2013 fiscal year with $231,091 raised for various College projects.
• Gifts received since April as at today = $8,000
• Target for this year is $275,000
• Currently raising funds for the Health Quest Camp.

Alumni/Stewardship
• Continuing to call/visit with donors on a regular basis.
• Jill and I will be working on a stewardship plan.
• Planning an overnight visit to Kenora later this month or very early June
• While on vacation in Calgary I hope to visit a couple of donors.
• Upcoming: End of May - Endowed Fund Trust letters; Beginning of June - Annual Report to Donors and Annual Report to Faculty/Staff

Special Events
• The Curry Cook-Off event was a huge success again! Over $700 raised for the William Norton Scholarship.
• Bach Birthday Bash – was a success and all those in attendance thoroughly enjoyed the musical programme.
• Upcoming events include: 22nd May - farewell to John Stafford, 23rd May - Beautification Day, 24th June - St John’s Gathering

Marketing/Communications
• Latest issue of In Lumine has been mailed.
• The next issue will be highlighting all the renovations we have done and will be out late summer.
• The redesigned webpage should be up shortly and hopefully live by the end of the month.

Staffing
• Currently have one volunteer coming in on a regular basis who is updating the database.

Misc
• Continue to attend UofM External Relations and Donor Relations Department meetings.
• Developing the Capital Campaign plan and the Development Committee met to review feasibility study proposals.
• Jill and I have implemented a “huddle board” system whereby every morning we meet for 5 mins to plan the day’s work. Sharing information in this way is working well.

Respectfully submitted by:

Jackie Markstrom
6th May, 2013
Dean of Residence report – May
Renovations are in underway and we are getting more rooms completed each week. We have 19 rooms completely finished and the students are extremely pleased by how things are looking.

We updated the residence council constitution to remove some of the redundant positions. With a smaller council we will be able to fill the positions with greater success each year and their roles will be more structured.

We have 71 students staying in residence right now with a mandatory meal plan. That number will go up to 80 in June, drop down to half capacity in July, and we are going to be right full in August. The bulk of the rooms are occupied by the Intensive English Program (IEP). We currently have 10 students staying over between the two academic semesters.

We have an ongoing contract with IEP that will fill 40 rooms with us for the regular semester and we have 22 applications for the fall (returning students and new). I expect to receive the overflow from U of M Housing in the next few months. We are working together with U of M Housing and St. Andrews to create a residence presentation for “Head Start” in June. This is the first time we are making a presentation together and it should give us a great marketing opportunity.

Amanda Wee, Acqueline Masvikeni, and Ahmad Byagowi are the summer dons this year and they are doing an excellent job.