ST JOHN’S COLLEGE COUNCIL
MINUTES
For the Meeting of Wednesday February 1, 2012

Present: A. Braid, J. Ripley, B. Beare (Chair), S. Peters (Secretary), C. Trott, R. Clifton, S. Alward, J. Stafford, J. Markstrom, I. Froese, P. Brass, A. Abra, W. Norton, S. Taubner, J. McConnell, H. Richardson, D. Phillips,
Regrets: G. Friesen, B. Cantelo, L. Roberts, B. Pope, J. Persson

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

2. Approval of the Agenda
   MOTION: That the agenda be approved with the following amendments: that f) Updated RBC Resolution
   be added.
   C. Trott/J. Ripley
   CARRIED

3. Approval of the November 23, 2011 Minutes
   MOTION: That the minutes of the meeting on November 23, 2011 be approved with the following amend-
   ments: Extra A. Braid removed from Regrets, spelling of Diocese’s has been corrected.
   J. McConnell/P. Brass
   CARRIED

4. Business arising from the Minutes
   Letter has been sent to the Diocese regarding the Sinclair Trust on behalf of Council. Also meeting with
   the Diocesan Executive did take place and further discussion and conversation is anticipated.

5. New Business
   a) Budget Summary - Presented by the Bursar for information.

   b) Set budget parameters for the upcoming fiscal year - Presented by the chair of Finance and administration:
      MOTION: That we strike a balanced budget excepting Theology.
      CARRIED

   c) Update from Residence Sub-Committee - Report was circulated by the sub-committee. The sub-committee
      met in January and planned for research on the current residence issues. ICM was approached about entering
      into an agreement on the residence, they declined. IEP and Aboriginal Focus Program are preparing proposals.

   d) Report on Learning Communities - Warden presented the report on the Learning Community for first year stu-
      dents jointly through St. Paul’s College for information.

   e) Meeting with Diocesan Executive - Met on January 10, 2012. There was lively discussion at the meeting but
      have left the matter with Diocesan Executive and have asked them to form a committee to work with the College
      on this matter. The chair asked Council if they are comfortable in allowing C. Trot, J. Staffod, and B. Beare to
      continue representing the Council in this dialogue? As no one volunteered to replace any member on the commit-
      tee, they will continue representing Council.

   f) Updated RBC Resolution - Bursar presented the matter that in updating the signatory list after the new Warden
      was hired, the file needed to be updated and should be brought to Council for approval.
      MOTION: That the resolution be approved.
      S. Alward/D. Phillips
      CARRIED
6. Reports from Committees, College Officers and Student Council
   a) Reports from Committees – Council Executive, Development, Finance & Admin.
      Council Executive met on January 18 to set the agenda for this meeting.

      Finance & Admin met on Jan. 24, reviewed 2011 financial statement, approved letter re: Sinclair trust,
      budget parameters, 2012-13 University budget discussed.

   b) Report from Assembly

      Report to SJC College Council

      Provided by: Lance W. Roberts, Chair of Assembly

      The following are highlights from the Assembly meeting on January 24, 2012.

      - The terms of reference for the Bill Norton and Lajos Lukacs scholarships were approved.

      - Changes were approved to the terms of reference for the Conlin, Hoole, Lightcap, and McLean
        Residence scholarships.

      - The Warden presented an overview of the Learning Community proposal. In this project, first-year
        students from St. John’s and St. Paul’s Colleges would have the opportunity to form a cohort sharing
        similar sections of specific courses.

      - The Warden invited those interested in participating in the university’s Strategic Resource Planning
        process to share proposal ideas with him.

      I regret that I am unable to attend tonight’s meeting, but I am sure the Warden will answer any ques-
      tions you have about these items.

   c) Report from College Officers and Student Council

      i) Warden

      Report to Council
      February 1, 2012

      1) Most of my activity has been organizing the Learning Community proposal which I have already presented. This has taken
         up a lot of time in terms of meetings and negotiations. I have learned from this experience that I can only tackle one major
         project a term. Please see my separate report.

      2) I continue to attend a number of meetings with the Dean of Theology at the Winnipeg Theological Cooperative and most recently
         with the Diocese of Rupert’s Land Executive Committee. These involve wide ranging conversations on Theology.

      3) I represented the college at
         a) the Opening of the Elders and Traditional Teachers Gathering (November 24)
         b) Opening of the Mamawipawin Centre (January 18)
         c) St Paul’s College Patronal Mass and Awards Ceremony (January 22)
         d) one Diocesan Ordination to the Diaconate
         e) two Diocesan retirement events (Conda and Cane)
         f) Diocesan Council

      4) I have taken a number of administration courses:
a) Doing Performance Evaluations

5) I went with Jackie to Ottawa and Toronto from November 28 to December 3 to meet with Alumni and Donors.
6) I have been working with Jim Dean on an application for the College to renew its membership in the Association of Universities and Colleges of Canada.
7) I have been working with St Paul’s College to secure the Colleges’ interests with the new Ad Astra classroom scheduling system.
8) We have started the work of the Residence subcommittee – looking at the options for the future of our residence. See attached report.
9) With three students, Susan Clarke and Amy Craddock I helped cook a meal at Ronald MacDonald House (January 19).
10) Jackie Markstrom, Ivan Froese, Sharon Alward and I visited Adrian to see the progress on the art installation for the Gallery.

ii) Dean of Theology and Chaplain

2 students in Theology in Winter term, taught as directed studies courses. Bible & Breakfast continues to attract approximately 30 people, feedback is consistently good. The next one is February 11, and will likely wrap it up in May.
Had hoped to go up to King Fisher Lake in February, but there is black mould in Fisher Lake so it is not going to be possible this February.
A consistent congregation of 14 people.

iii) Bursar

Bursar’s report to Council 02-01-12

Finance Committee
• The December 31st budget was presented and discussed
• A motion to Council regarding the budget parameters for the 11-12 fiscal year was made
• Discussion and approval of a letter to the Diocese regarding the Sinclair trust, as directed by Council at the previous meeting.

Art inventory
With the help of the work-study program that is run by the University, we have employed a student on a part time basis to review and update our art inventory.

Committees
I’ve had further meetings about the Classroom Scheduling & Optimization software, and training has begun for event bookers and classroom schedulers.

iv) Dean of Studies

Events at St. John’s College.

JANUARY
Opening of Term Reception. Thursday, January 12th 3:00 – 4:30 p.m. Senior Common Room
Brown Bag Lunch: Thursday, January 26, 2012 at 1:00 p.m. Senior Common Room. Greg Bak presenter.
Visiting Speaker: Dr. Barbara Arneil, Professor, Political Science, University of British Columbia. “Internal Colonization Case Study: Manitoba.” Friday, January 27, 2012. 12:30 to 1:30 room 118 St. John’s College. Invitational lunch with Dr. Arneil. Senior Common Room. 11:30-12:25 p.m. January 27, 2012. Reading: Margaret Owen. The Home Front: Hopscotch and Heartache while Daddy was at War. St. John’s College Library, Friday, January 27th at 12:00 p.m. Muffin Break. Tuesday, January 31st at 10:00 a.m. in the Senior Common Room. John Sinclair will speak on “Sustainability at St. John’s College and the University of Manitoba.” Tea/coffee and free mid-morning snacks.

FEBRUARY

MARCH

APRIL
Soup and Bread Lecture: Dawne McCance. Wednesday, April 4’ 2012. Senior Common Room End of Term Reception. Thursday, April 4th.

v) Development Office

Development Officer Report to Council
1st February, 2012

Fundraising

- Gifts received since April as at 27th January = $225,150.
- Received a second disbursement of $30,000 from the estate of Marjorie Dance – As per Marjorie’s wishes 50% to go to scholarship and 50% to Canadian Studies Fund.
- Two scholarships have been established and have been approved by Assembly.

Alumni/Stewardship

- Continuing to call/visit with donors on a regular basis.
- Connected with Alumni whilst in Ottawa, Kingston and Toronto
- Will be travelling to Vancouver/Victoria in April to visit with alumni/donors and attend a conference.

Marketing/Communications
• In Lumine will be mailed out in February.
• Suggestions for stories/articles are appreciated.

Staffing

• Susan Clarke continues to work well with staff and donors.
• We have 4 volunteers helping in our office with various tasks. One of our volunteers, Trevor, put together a very spiffy powerpoint presentation which was shown to alumni/donors on our Toronto trip. It was very well received.

Misc

• Continue to attend UoFM External Relations and Philanthropy Department meetings.
• Attended the Bishops Dinner early November.
• A Lawrence Ritchey tribute recital is being planned to be held over the noon hour on 22nd March, 2012.
• A site visit to view the Galleria art project was undertaken and the work is progressing well. Likely date for the unveiling will be Wednesday, 23rd May, 2012.
• The meal prepared at RMHC by students and staff was very well received both by our alumni/donors and the families at McDonalds House.

Submitted by:

Jackie Markstrom
27th January, 2012

MOTION: Thank you to Paul Dyck for all of his work on behalf of the College creating the printing press plate of the New Testament title page of the College’s King James Bible, and for creating the print and making copies for gifts to our major donors.
R. Clifton/C. Trott
CARRIED

vi) Dean of Residence

Council Meeting February 1 2012

Residence Report

Submitted by Sean Taubner, Dean of Residence

I am pleased to report that winter break in the residence was a quiet, well-ordered affair. I would like to extend special thanks to our Winter Dons: Wilson Wu (also our International Student Representative), Jian Mian Bu, and Sakib Rahman. They did their jobs as well as could be hoped for.

I am less pleased to report that bed bugs continue to be an issue within the residence. However, we have just embarked on our most aggressive treatment campaign to date. On Monday January 16th there were a series of hallway meetings conducted by residence dons in where every resident was given vital information on how to recognize if they have bed bugs, and what to do if they suspect they have them. Beginning Monday January 23rd we embarked on a series of heat and chemical treatments in all suspect areas. Efforts are ongoing.

This concludes my report.
Registrar's Report to Council
February 1, 2012

Upcoming Recruitment Events:

February 22 – 23, 2012 – Info Days at the U of M
In addition to having a booth in the MPR for Info Days, we are also inviting St. John’s Ravenscourt, Balmoral Hall, Glenlawn and Dakota Collegiate students attending Info Days to a special information session here at the College.

March 5 – 7, 2012 – Brandon Career Symposium

Website Update:

The transition to the new U of M template is well underway. The new architectural structure has been worked out and the old site has been migrated to the new template. In the next several days, the new site will be populated and our website will be in the new template.

Learning Communities:

Over the next few weeks the Warden and myself will be visiting St. John’s Ravenscourt, Balmoral Hall, Glenlawn and Dakota Collegiate guidance counsellors and grade 12 students to present the College and the new learning community.

Other:

I am a part of the Orientation Working Group on the U of M campus. I hope to have some news on this front at the next Assembly meeting.

Sherry Peters
Registrar

viii) Senior Stick

Grad Dinner and Dance on March 24th at Bergmann's on Lombard.
CancerCare fundraiser on March 13th & 14th. We'll be having a bake sale from 10:30-2:00pm on the 13th & 14th in the College and in the Fletcher Argue Tunnel. On The 14th at 7:00pm, we'll have speakers answering the question "What is the most important thing you've learned in life". We're hoping to have a wide variety of speakers for a really interesting evening! Coffee, tea and punch will be provided and dainties will be for sale. This is instead of our Rip the Strip fundraiser.
7. Any Other Business
None

8. Adjournment
P. Brass/S. Alward
CARRIED

The official copy of the minutes is signed by the Chair and Secretary and kept in the Registrar’s Office.

Chair

Secretary

Date 29 Sept 2019
Summary to December 31, 2011

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<td><strong>TOTAL EXPEND. (Ex. Theol.)</strong></td>
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<td>1,517,649</td>
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<td>2,059,183</td>
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| **SOURCES**                |         |         |         |         |
|                            | 2010-11 | 2010-11 | 2011-12 | 2011-12 |
|                            | Audited | Year to Date | Year to Date | Budget |
| Previous Year Trust Revenue|         |         |         |         |
| Theology                   | 31,408  | 16,675  | 16,675  | 33,684  |
| College Operations         | 18,498  | 17,498  | 17,286  | 18,646  |
| Academic Programmes        | 65,497  | 53,701  | 30,636  | 80,413  |
| **Subtotal**               | 115,403 | 87,874  | 64,597  | 132,723 |

| Current Sources            |         |         |         |         |
| Admin & Clerical U of M    | 520,477 | 519,600 | 541,442 | 515,277 |
| Annual Giving (unrestricted) | 0     |         |         |         |
| Misc. Rev. for College Oper. | 14,798 | 10,134  | 32,391  | 11,850  |
| Academic Programs          | 826     | 45      | 1,315   | 9,050   |
| Conferences & Summer Res   | 121,774 | 121,774 | 151,760 | 134,514 |
| Residence                  | 284,740 | 177,431 | 185,026 | 286,605 |
| Food Services              | 1,092,280 | 824,832 | 805,725 | 1,014,600 |
| Chapel                     | 6,885   | 6,457   | 7,173   | 7,200   |
| Theology                   | 41,753  | 24,643  | 22,810  | 35,300  |
| Development                | 0       | 0       | 3,540   | 0       |
| **Total Current Sources:** | 2,083,533 | 1,684,916 | 1,751,182 | 2,014,396 |
| **TOTAL SOURCES:**         | 2,198,936 | 1,772,790 | 1,815,779 | 2,147,119 |
| **TOTAL SOURCES (ex. Theol.)** | 2,128,775 | 1,731,472 | 1,776,294 | 2,078,155 |
| **" (ex. Theol.&Cap.C.)**  | 2,128,775 | 1,731,472 | 1,776,294 | 2,078,155 |

| CUR. OP. SURPLUS           | -23,790 | 170,269 | 221,294 | -16,727 |
| CUR. OPERATING (ex. Theol.) | 4,136   | 203,515 | 258,645 | 18,972 |
| CUR.OPER. (ex. Th.& Cap.Camp.) | 4,136 | 203,515 | 258,645 | 18,972 |

| ACCUM. OP. SURPLUS         | -185,085 |         | 36,209  | -201,812 |
| AC. OP. SUR (ex. Theol.)   | -90,259  | 168,386 | -71,287 |
Residence Sub-Committee

The Residence Subcommittee of Council met on January 12, 2012. This first meeting was an opportunity to share some ideas and do some dreaming. From Peter Brass we learned that the SJR estimates on building a new residence are $190/sq.ft. costing around $9 million for a 60 person residence. We were able to divide up the tasks to begin our research into a number of areas:

a) the structural integrity of the current building  
b) costs per square foot of other recent residence projects (University & SJR)  
c) survey of residence students  
d) request from possible partners for proposals

Kenzie Nemez and Sarah Mitchell have prepared an extensive survey for existing (and recent past) residence students soliciting information from them. They have started administering the survey in the residence.

Chris Trott has contacted International College of Manitoba, the Intensive English Program and the Aboriginal Focus Program for proposals. ICM has said that they are not interested in the residence business, although they will continue to send their students to us as one of the options they offer their students. Both IEP and AFP are preparing proposals.

Peter Brass and Jackie Markstrom have taken on the responsibility of looking at the market and needs for University housing and the plans of the University of Manitoba for future development.

John Stafford and Ivan have taken on the job of looking into the structural issues related to the current building.

There was a brief discussion about the centrality of the residence for the identity of the College. The Committee will bring forward a motion to Council asking it to affirm that the residence is key to the success of the College.

The subcommittee meets again on February 22 to consider the initial results from this work.
Report on Learning Communities at St John’s and St Paul’s Colleges

In the Fall of 2011, St John’s College and St Paul’s College approached the Administration of University 1 with a proposal to designate one section of ARTS 1110 “Introduction to University” as a special section for students at the Colleges. Our intent was twofold: a) to create cohorts of students at the Colleges thus developing the students’ relationship to the Colleges and b) to improve the content of the course in a way that would be advantageous to our students.

We were most surprised when the University 1 Administration countered with a much broader proposal to develop “learning communities” within the Colleges. A learning community would tie together three courses where incoming first year students would be registered together into these three courses. The intent is not only to fulfill our two objectives, but there is also evidence that this improves the probability of student success and increases retention rates.

The proposal was to tie together ARTS 1110 and STATS 1000. Research shows that most students use STATS 1000 as their “Math” requirement and ARTS 1110 fulfills the “Writing” requirement. In addition, many programs (especially in the Social Sciences) require STATS 1000 as part of the research methods requirements. There are existing sections of both these courses (ARTS 1110 at St Paul’s and STATS 1000 at St John’s) at the Colleges that could be used.

A further survey of first year course at St John’s and St Paul’s revealed that there were existing sections of BIOL 1020 “Biology 1: Principles and Themes”, CHEM 1300 “Structure and Modelling in Chemistry”, EER 1000 “Earth: A User’s Guide” and SOC 1200 “Introduction to Sociology” at the Colleges. Indeed, the timetable was such that it would be possible to take all six of these courses without any conflicts. Of course, students normally take a maximum of 5 courses.

We approached the Faculty of Science to request that they designate two Labs for each of BIOL 1020 and CHEM 1300 as SJC/SPC labs. There was considerable discussion but the Faculty of Science has agreed to do so. We have also requested that 40 seats in each of STATS 1000, BIOL 1020, CHEM 1300, EER 1000, SOC 1200 taught at the Colleges be reserved for SJC/SPC students.

We have now been able to structure the Learning Community such that students can register for (ARTS 1110 and STAT 100) plus (CHEM 1300 and BIOL 1020, on the Science side) OR (EER 1000 from Environment and SOC 1200 on the Arts side). In reality, student could select 3 of the 4 additional courses.

St John’s and St Paul’s are each going to apply for a tutor, through the upcoming strategic resource allocation process, to support the students in the course listed above.
February 1, 2012

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Provided by: Lance W. Roberts, Chair of Assembly

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FEBRUARY

Soup and Bread Lecture: Jeff Masuda. Thursday, February 9th. “Kids have to play right next to all that garbage: locating an environmental justice agenda in our own (Winnipeg) backyard.” 12:30 Senior Common Room.

Visiting Speaker: Dr. Stephen Knight, Distinguished Research Professor, Cardiff University and University of Melbourne. “Robin Hood: International Outlaw.” Wednesday, February 8 2012. Cross Common Room 12:30 p.m. Reception to follow.

Registrar's Report to Council
February 1, 2012

Upcoming Recruitment Events:

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Other:

I am a part of the Orientation Working Group on the U of M campus. I hope to have some news on this front at the next Assembly meeting.

Sherry Peters
Registrar