ST JOHN’S COLLEGE COUNCIL MINUTES

For the Meeting of Wednesday February 2, 2011

Meal at 5:30, Meeting from 6:00 in the Cross Common Room (#108)

Present: S. Alward, B. Beare (Chair), A. Braid, G. Friesen, I. Froese, J. Hoskins, J. James, J. Markstrom, J. McConnell, B. Norton (Chair of Finance and Administration), J. Persson (Student representative), S. Peters (Secretary), D. Phillips, B. Pope, H. Richardson, J. Ripley, J. Stafford, C. Trott.

Regrets: S. Close, B. Regher, S. Blaikie, L. Roberts,

1. Opening Prayer
   D. Phillips opened the meeting in prayer

2. Approval of the Agenda
   MOTION: That the agenda be approved as circulated.
   J. McConnell/G. Friesen  CARRIED

3. Approval of the November 24th, 2010 Minutes
   MOTION: That the minutes of the November 24th, 2010 meeting be approved with the following amendments: 4a will be re-worded as follows: Moved by J. Hoskins that Sherry Peters be appointed Registrar. Seconded by D. Phillips.
   J. McConnell/J. Ripley  CARRIED

4. Business Arising from the Minutes
   a) Further discussion of the Faculty of Theology
   This issue was broached with Council members and outside sources in regards to their expertise for further comment. It was determined that we do not need to have a Faculty of Theology, or we can have one and it may lay dormant until times change.

5. New Business
   a) Budget Summary
   Bursar presented the budget summary, All indicators are looking positive.

   b) Set budget parameters for the upcoming fiscal year
   MOTION: That Council vote to strike a balanced budget excluding Theology.  CARRIED

   c) Warden Search Committee
   Warden’s Search Committee Report to Council – February 2, 2011

   The Warden Search Committee met in November and December 2010 to develop the position advertisement and start working on criteria for the short listing of candidates/assessment of candidates.
The ad was finalized and sent out in early December. To date one application has been received, two potential candidates have requested additional information, and one other application is expected to be submitted by the closing date of January 28, 2011. We are hopeful of having at least 5-6 quality applications to review. Please encourage any qualified potential candidates of whom you are aware to submit their applications to me ASAP.

The committee has been given a draft set of criteria to review and finalize over the month of January. A meeting to shortlist 2-3 candidates to be interviewed is scheduled for Feb 1, 2011. The plan is to interview candidates as soon after this meeting as is feasible given schedules, travel requirements and the term break.

Dr. Bonnie Hallman  
Chair, Warden Search Committee, SJC.  
January 2011

6. Reports from Committees, College Officers and Student Council  
a) Reports from Committees – Council Executive, Development, Finance & Admin.  
Finance & Administration met on Jan 26 and discussed budget (see Ivan's report)

b) Report from Assembly  
No report

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

Warden's Report to Council, February 2, 2011

In December, the Development Officer and I made a successful trip to Ottawa, Kingston and Toronto. Although this was primarily a stewardship exercise, it did result in a number of gifts, including one very significant pledge. The Development Officer will report on this.

A current initiative for the university is to have faculties work in "clusters" of related disciplines to find more ways of working collaboratively. While the colleges have not been included in a cluster, we are inherently inter-disciplinary and have also enjoyed a close working relationship with St Paul's College for a very long time. Notwithstanding this, the Rector of St Paul's College and I have agreed to try to find additional ways in which we can work collaboratively on areas of mutual interest. We had a very productive meeting this month which also included our Deans of Studies. We have committed to meet monthly as a group and have begun to identify additional areas in which we can collaborate.

My work on the Dean of Arts search and the Board of Governors continues.

i) Dean of Theology and Chaplain

Dean of Theology and Chaplain Report to Council, February 2, 2011

Theology

Chaplaincy
Sunday worship continues. Choral Evensong first Sunday evening of each month. Two chapel rentals to student groups. Dedication of Christus Rex expected in Chapel on May 1.

iii) Bursar

Bursar's Report to Council 02-02-11

Classroom Scheduling Project Committee
The classroom scheduling project committee I sit on has continued to meet, and we currently have submissions from 3 different software vendors who would like to develop a new solution for the University of Manitoba. We are hoping to schedule further involvement from the vendors to elicit more information, so as to best determine which will be the most suitable. The purpose of the new software is to better utilize University space, and streamline the scheduling and allocation process.

Warden's Search Committee
The deadline for applications for the position of Warden closed on January 28th, and the committee met on Feb 1st to shortlist the interested candidates.

Finance Committee
The Finance Committee met and reviewed the budget, set Residence rates for next year, and made a recommendation to Council regarding budget parameters for 2011-2012.

Strategic Planning Steering Committee
Lance Roberts and I have met, and looked at the materials from Roslyn Howard for the purposes of establishing a survey for College constituent groups. We should have a draft set of questions ready shortly, within the next week or so.

iv) Dean of Studies
Since the last Council Meeting
- First SJC Baby Shower for Karen Nashalik was held on December 5 at my home
- College Family Christmas Party was held on December 11. About 22 people attended. We were visited by St. Nicholas with gifts for the children.
- Opening of Term Reception was held on January 6
- Continue to represent College on Associate Dean's Undergraduate, U1 Advisory Committee

Upcoming
- Winter Dining In event "Weare the Ides of March" on March 18
- Recognition for Paul Thomas, April 4
- "Rip the Strip", March 15, and Grad, March 26

v) Development Office

Development Officer Report to Council
2nd February, 2011

**Fundraising**

Funds raised to date = $397,114.17. Of that, the College has received $190,604.78 and $206,509.72 is directed to the University of Manitoba for the Lecture Theatre.

The Annual Appeal was mailed out in late October with a follow-up mailing in early December. Response has been positive with over 3% response rate resulting in $20,000 raised. We will be emailing out an ask to graduates from 2000 on in early March.

Telemarketing: We will be using the UofM phone centre to call Johnians beginning 14th February. There is no cost to us to use this service.

We received $27,000 estate gift from Eva Rogers. This will be set up as a bursary for Theology students. Eva’s husband Jack was a Theology Grad from the 30s.

**Stewardship**

I have met with several donors over the past couple of months; one to discuss setting up a bursary.

An Ottawa/Perth/Kingston/Toronto trip with Janet was undertaken at the beginning of December. This trip resulted in a donation directed to the art project on the Robert B. Schultz lecture theatre wall.

A trip to Vancouver is planned for 22-26 February to meet with donors. I will be attending a conference in Vancouver at that time.

**Alumni/Marketing/Communications**

In Lumine is on track to be mailed out early February.

**Staffing**

Currently, we have 2 volunteers helping us. One is taking an admin course through Winnipeg Technical College and potentially will be working a practicum with us for 6 weeks in May/June.

Submitted by:
Jackie Markstrom
2nd February, 2011

vi) Registrar
No Report

vii) Senior Stick

**Events**
Coffee House is a talent show set for February 10, 8:00pm in the Robert Shultz Lecture Theatre. We are collecting food and cash donations for U of M Foodbank. Coffee and snacks will be in the Galleria by Food Services. We are currently looking for students to sign up to perform music, skits, poems, short stories etc. and Professors/Fellows are most welcome to perform and attend as well.

Rip the Strip 3 is a fundraiser in its planning stages now. It will be held on March 15 at noon in University Centre. Dr. Chris Trott and B. Beare have agreed to wax their legs, and we are looking for a few more male volunteers to Rip the Strip! All money raised will be donated to Cancer Care Manitoba.

Graduation Dinner and Dance will be held at Bergmann’s on Lombard on March 26th. Planning is underway, and formal invitations will be sent out in February.

7. Any Other Business
   None

8. Adjournment
   S. Alward/J. James CARRIED

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

Chair

Secretary

Date

March 23/11