ST JOHN'S COLLEGE COUNCIL
MINUTES

For the Meeting of Wednesday February 3, 2010

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


Regrets: L. Van De Spiegle

1. Opening Prayer
   P. Lampman opened with prayer

2. Approval of the Agenda
   MOTION: To Approved as amended
   JH/SA
   CARRIED

3. Approval of the November 25, 2009 Minutes
   MOTION: To approved as circulated
   JM/JR
   CARRIED

4. Business Arising from the Minutes
   a) Report from Future Visioning, Development and Strategic Planning Steering Committee

   B. Beare informed Council that the steering committee has met, and had a very good meeting with Rosalyn Howard where they outlined a plan of action. Key stakeholders were identified, and meetings will be coordinated with those stakeholders. Those meetings will begin soon.

4. New Business
   a) Budget Parameters

   MOTION from the Finance & Admin Committee: That the 2010-2011 budget be balanced excluding Theology
   JH
   CARRIED

   b) Budget Summary

   The Budget summary was presented and received
c) Honorary Degree Nominations (closed session)

MOTION: To move into closed session
JH/SA CARRIED

MOTION: To moved out of closed session
JH/CT CARRIED

During closed session, the following motions were approved:

MOTION: That we confer upon Dr. Robert Kroetsch the degree of Doctor of Divinity (Honoris Causa) CARRIED

MOTION: That we confer upon The Right Reverend Barbara Andrews the degree of Doctor of Divinity (Jure Dignitatis) CARRIED

MOTION: That we confer upon The Most Reverend James Weisgerber the degree of Doctor of Divinity (Honoris Causa) CARRIED

Reminder: These are to be kept confidential until the announcement is made public after the nominees have been notified.

d) Development Committee Motion

MOTION: That the undesignated $5,000 bequest received from the estate of Kathleen Teape be assigned to the General Endowment Fund. CARRIED

6. Reports from Committees, College Officers and Student Council

a) Reports from Committees

Council Executive
Council Executive met last month, and brought the matters forward that are present in the agenda tonight.

Development Committee
The Development Committee met and J. Markstrom walked them through the proposed 3 year Development, which is very comprehensive with a focus on specific areas of development. Also, the Committee recommended the motion regarding the $5000 bequest.

Finance & Admin Committee
The Finance and Admin Committee met, and recommended a 4.9% increase to the res rates for the upcoming year. Also, they discussed the implications of the 5% cut from the University, and the effects it may have on the College.
b) Report from Assembly

- Honorary degrees
- Res rates
- Food service review
- Budget summary
- Status of DBC hours during fire repairs
- Process for selecting the new librarian

c) Report from College Officers and Student Council.

Warden

I continue to meet with the Strategic Enrolment Management (SEM) committee of the Optimizing Academic Resources (OARs) project. The SEM group has produced a draft document that will form part of the discussion at a day long meeting of Provost’s Council and Executive Council on Feb. 8.

As a part of the communication strategy for the Resource Optimization and Strategic Enhancement (ROSE) project, unit heads were asked to organize information sessions for their staff to discuss the ROSE findings and next steps. The College staff met on Dec. 4.

The Dean of Theology is engaged in a series of meetings with Providence College to discuss the possibility of collaboration. These meetings are taking place within the context of discussions with the Bishop and Diocesan representatives about the nature of our program, demand and funding.

On Jan. 7, I met with the Director of Libraries, Karen Adams, to discuss the process for choosing a new college librarian. As a response to her budget demands and her resulting staffing plan, she has identified an individual who could reasonably be reassigned to our library. We agreed that the college would create an ad hoc committee to interview this candidate with a view to determining the suitability as a college officer. Assembly Executive formed this committee and it has met with Karen Adams. An interview with the candidate is planned for Feb. 2 and a recommendation will be coming forward at the next Assembly meeting.

On Jan. 20, I met with Dr. Stephen Johnson, the Head of St John’s Ravencourt School. On Jan. 26, I attended a farewell reception for Dr. Jeff Zabudsky, the President of Red River College and on Jan. 27, I attended, along with the Bursar and the Chair of the Finance Committee, the 45th Annual CFA Society Forecast Dinner as the guest of Greystone Managed Investments.

The University of Manitoba has asked all of the units to strike their budget based on a 5% cut. After careful consideration, and consultation with the Finance & Administration Committee, we have come to the conclusion that because our university budget is so heavily weighted with salaries, that we will have to eliminate a staff position. Therefore we have taken steps to discontinue the Facilities Manager position, whose last day will be March 30th, 2010.

Dean of Theology

Enrolments for the winter term

Advanced Certificate: 3; one student withdrew for health and personal reasons
Special Students: 4 total (University of Winnipeg)
Current situation

At this point, we cannot confidently offer the Diploma in Applied Theology for September 2010 because of budgetary constraints and highly unpredictable enrolments. If, after deliberations, the Diploma is not offered in September, this will be the second year it has been withdrawn. Since this program has supplied students for the Advanced Certificate the effects of this are cumulative and serious.

Initiatives

Faculty Council believes, as does the administration, that our programs are effective and have produced fine graduates. However, diocesan uptake has not been sufficient over the years and so we are at present in discussion with other partners. Specifically, the Warden and Dean of Theology are meeting with the Provost and Academic Dean of Providence Seminary in Otterburne with a view to constructing an Anglican Studies track for their various M.Div. programs. This track would be a 15 or 18 credit option for their students and include a required parish assimilation placement. Enrolment numbers are not guaranteed and will not in any event rescue the long term fiscal situation for the Faculty of Theology. Nonetheless, it is a creative option, should provide benefits for both SJC and Prov, and one we are actively pursuing in the belief that it may lead to further interesting possibilities.

I expect to have firm information about a September 2010 start following our February meetings with Prov and our own Faculty Council.

Bursar

At approximately 1:00 am, Friday morning on January 22nd, a chemical fire broke out in the Residence kitchen at St John’s. The cause of the fire was freshly laundered cleaning rags that were still warm from the dryer, and spontaneously combusted approximately 4 hours after they were stored in a hamper.

Thankfully, no one was injured and the majority of the damage was caused by smoke, and not flame. The Food Services Manager, Dean of Residence and myself met with University staff, as well as the Winnipeg Fire Department at approximately 2:00 am and worked with all the appropriate agencies to ensure the building was safe before students were allowed back in, at around 3:30 am. That day, an insurance claim was filed, and the following work began, and is continuing:

- All ceiling tiles were removed, and are being replaced (fire rated)
- Asbestos abatement was required throughout the ceiling, once the tiles were moved and disturbed
- Asbestos abatement will also be required in the adjacent mechanical room
- A small area of the floor in the back corner needs repairs
- The entire kitchen has been repainted

Currently, all of the Residence students are having their meals served in Pembina Hall, and will continue to do so until we are able to re-open the kitchen. Our adjuster, the University, and all of the contractors involved have been extremely cooperative and efficient, and we are very grateful that the situation was not worse.
Dean of Studies

- The Wassail Bowl was held in December
- The Family Christmas party was held in December
- The Marjorie Ward Lecture is currently being planned

Chaplain & Dean of Residence

Residence
The Residence occupancy level is very high. We have two vacancies.

At 1 am on Friday January 21, 2010 there was a fire in the residence kitchen. I wish to thank the Residence and College staff for their excellent work during and after this event. The students were safely evacuated and well cared for as we waited for the fire department and the fire commissioner to perform their duties that night. I wish to thank the students for their patience and understanding until the residence kitchen is back in operation. I also wish to thank Joe Danis and Housing and Student Life for offering to feed our students during this time.

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

       4:30 pm Alpha Course; 9:40 PM Compline

Wednesday  
9 am Morning Prayer, 12:30 p.m. Holy Communion (Eucharist)
       2:30 Bible Study Group

Thursday  
9 am Morning Prayer, 12 p.m. Mid-Day Prayer

Red Cross and Haiti Relief
I am the St John’s College contact person for the University of Manitoba Canadian Red Cross Fundraising Campaign in support of the people of Haiti (Jan. 25 – 29, 2010). As you are aware, the earthquake in Haiti has left three million people in need of emergency assistance.

Fundraiser for Haiti - World Relief and Development Fund (PWRDF)
A number of local Anglican churches are meeting at 6 pm on Friday Feb. 5 at St Luke's Church (130 Nassau Street) for an evening of food and fellowship. All proceeds of the evening will go the Anglican Primate’s World Relief and Development Fund for Haiti.

Bible Study – Wednesday at 3:30
We are reading 30 Days: A Practical Introduction to Reading the Bible by Nicky Gumble. Books will be provided. The chapter for each day has a short scripture passage, interpretation, application for daily living and a prayer. Here is a short selection from the book.

U of M Chaplaincy Association
St John’s hosted a Festival of Lessons and Carols for Advent on Nov. 26 with food donations for the U of M Food Bank. There was an Ecumenical Thanksgiving Service at St Paul’s College on Oct. 8 with food donations to the U of M Food Bank.
Development Officer

Fundraising

Funds raised to date - $145,301 which includes approximately $22,300 capital campaign pledges collected and directed to the U. of M. We have not yet received the donations made through the U. of M. for December.

Fall Campaign: Response was fairly positive with just over $20,000 raised. The response is slightly lower than anticipated but is in keeping with what other agencies are seeing. The style of the letter was changed slightly from previous years and the reply slip was redesigned. However, this probably did not have a huge impact on response. A full evaluation will be undertaken at the end of January.

Scholarship - $10,000 has been received to set-up a new scholarship. Jackie, Diana and the donor are working together to create the terms and hope to have this process completed within the next month or so. Once accepted by the donor the Terms will go before the Scholarship Committee for approval.

Residence Room Sponsorship – 2 rooms have been sponsored so far. Janet Hoskins has sponsored one on behalf of SJC staff. The second room has been sponsored by the spouse of a former Rezkie (from the 1960s) to honour her memory.

Bequest - $5,000 received from the estate of Kathleen Teape. Mrs. Teape passed away in October of 2008. She and her husband, Tom, met whilst at St John’s College in the early 1930s. Tom was a clergymen and Kathleen a teacher. Together they had 3 children, 2 boys and a girl who died of leukemia at age 9. Kathleen and Tom were strong supporters of the College including the purchase of a seat in the lecture theatre and donating to the Wiimot bursary.

Stewardship

I have met with several donors over the past couple of months. Janet and I made a quick trip to Toronto last December to talk with a donor about a legacy gift. Whilst in Toronto we connected with two other alumni.

Maureen and I are continuing to call and thank every donor when their donation is received.

Alumni/Marketing/Communications

I am currently working on the spring issue of In Lumine. The aim is for mail out at the end of March.

Two information sheets on the funding needs of the College were devised; one for bequests and the other for current giving.

Working on getting a Donate Now button added to our website.

Staffing

Maureen and I attended National Philanthropy Day in November which was an education session and an awards luncheon. This past week we both attended an education session on stewarding donors.

The three volunteers who are helping with the database before Christmas are all returning to help this term.
I met with Terry Riley to talk about how best to handle the thousands of photographs in the Development Office. It was decided that they need to be sorted, scanned into the computer and a database of photos created. Janet and I felt that this could be a good job for a summer student and I will be applying to Young Canada Works for a summer placement.

**General**

A Gift Agreement has been drafted and will be reviewed at the next Development Committee meeting.

A Terms of Reference for New Awards has been drafted and will be reviewed at the next Development Committee meeting.

The Development Plan is being drafted and should be ready for the next Development Committee meeting.

**Senior Stick**

1. The SJCSA’s ‘Good Times Social’ was held January 15th at Wise Guys on Campus, and was well attended by rezzies and day students alike.
2. ‘Rez Debate’ being held this Wednesday at 6:30 p.m. in the Robert Schultz Lecture Theatre.
3. SJCSA is donating $500.00 to the Canadian Red Cross for Haiti disaster relief.
4. ‘Rip the Strip’ for CancerCare is tentatively scheduled for March 16th.
5. Go-Karting is being planned for the beginning of February.
6. Graduation is scheduled for March 20 at Bergmann’s on Lombard.

**7. Any Other Business**

**8. Adjournment**

JS/RC CARRIED

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G. Baldwin (Chair of Finance and Admin. Committee).

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

Chair

Secretary

Date

March 24, 2010
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Janet A. Hoskins, Ph.D.
Warden & Vice-Chancellor
Winnipeg, MB R3T 2M5

Phone (204) 474-8529
Fax (204) 474-7610
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John Stafford
Dean of Theology
Dean of Residence and Chaplain – Report for February 3, 2010

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Lynn Van De Spiegle

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