ST JOHN'S COLLEGE COUNCIL
MINUTES
For the Meeting of Wednesday May 22, 2002


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

2. Approval of the Agenda
-The motion in item 4a, should read W. G. Baldwin, not G. W. Baldwin.
-The motion in item 5d, should read council executive, not assembly executive.

**MOTION:** That the agenda be approved as corrected.
G. Woodcroft/N. Cameron

3. Approval of the March 21, 2002 minutes
-Item C, ii, under Marjorie Ward Lecture correct the spelling of “Mercrei” to read “Mercredi”
-The motion in item 5d, should read council executive, not assembly executive.

**MOTION:** That the minutes be approved as corrected.
N. Cameron/J. Hoskins

4. Business Arising from the Minutes
a) Trust Capital
**MOTION:** That the Finance Committee of St John's College prepare a definition of the term “Trust Capital” as applied to the assets of the St John's College Trust for scholarships and bursaries, and that this definition be referred to College Council for ratification in the fall of 2003.
W. G. Baldwin/G. Woodcroft

5. New Business
a) Honorary Degree Nominations – closed session
**MOTION:** That we move into closed session
J. Hoskins/D. Stewart

**MOTION:** That we move out of closed session.
J. Hoskins/N. Cameron

Secretary's notes on resolutions made during closed session:
In Closed session the following items were approved:
i) That the Rt. Rev. James Njegovian be granted the honorary degree of Doctor of Divinity (jure dignitatis), to be awarded at the 2002 college convocation.
ii) That the Very Rev. Jonathan Greenhalgh be granted the honorary degree of Doctor of Divinity (honoris causa), to be awarded at the 2002 college convocation.
J. Hoskins reported that Assembly approved the honorary degrees committee recommendation that Art Braid be awarded an Honorary Fellowship at the 2002 college convocation and give the convocation address.

b) Approved Budget Summary (circulated with the agenda)
N. Cameron Council lays budget excluding the Capital Campaign. As noted in the January 2002 Assembly minutes, it was determined during the audit in May 2001, that for the past few years, the U of M under expenditures had been recorded as retained earnings.

Starting in 2000-01, the College changed its method of accounting for the unspent portion of the grants receivable from the U of M. It is now recorded as a deferred revenue.

It was also reported that the accumulated deficit was paid off, but due to this accounting glitch it really wasn’t. Now the accumulated deficit should be paid off by 2003/04. Assembly approved the budget with a number of cushions.

**MOTION:** That the budget be received.
N. Cameron/G. Woodcroft

CARRIED

c) Council Membership
i) & ii) Re-appointment of Diocesan Council Representatives - B. Beare & L. Carson
Diocesan Council has re-appointed B. Beare and L. Carson as Diocesan Council representatives on Council for a 3-year term ending June 30, 2005.

iii) Chair
We need to appoint a Chair of Council for a 3-year term as B. Beare’s term as Chair ends June 30, 2002.

**MOTION:** That B. Beare be elected as the Chair of Council for a 3-year terms ending June 30, 2005.
J. Stafford/A. Cheatley

**MOTION:** That nominations close.
J. Hoskins/N. Cameron

CARRIED

**NOTE:** As there were no other nominations, the substantive motion was put to the vote and carried.

iv) Vice-Chair
We need to appoint a Vice-Chair of Council for a 3-year term as P. Cloutier’s term ends June 30, 2002.

**MOTION:** That P. Cloutier be nominated as Vice Chair of Council for a 3-year term ending June 30, 2005.
J. Hoskins/N. Cameron

**MOTION:** That nominations close.
G. Woodcroft/A. Cheatley

CARRIED

**NOTE:** As there were no other nominations, the substantive motion was put to the vote and carried.

v) Membership on the Finance Committee of Council

**MOTION:** That N. Cameron and B. Beare be re-appointed to the Finance Committee until June 30, 2005.
J. Hoskins on behalf of Council Executive

CARRIED
vi) Draft Meeting dates
The following meeting dates were received as information:

<table>
<thead>
<tr>
<th>Council Executive</th>
<th>Council</th>
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<tbody>
<tr>
<td>Friday September 6, 2002 @ 2:30</td>
<td>Dinner @ 5:00 &amp; Meeting @ 6:00</td>
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<tr>
<td>Thursday November 7, 2002 @ 2:30</td>
<td>Wednesday September 18, 2002</td>
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<tr>
<td>Thursday January 16, 2003 @ 2:30</td>
<td>Wednesday November 20, 2002</td>
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<tr>
<td>Thursday March 6, 2003 @ 2:30</td>
<td>Wednesday January 29, 2003</td>
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<tr>
<td>Tuesday May 13, 2003 @ 2:30</td>
<td>Wednesday March 19, 2003</td>
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<td>Wednesday May 21, 2003</td>
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vii) Annual Report (draft copy circulated with agenda)
A draft copy of the annual report was circulated with the agenda in order for council members to read it and point out any corrections. Corrections were noted and will be made. The final copy will be sent to the printers and distributed thereafter.

6. a) Reports from Council Committees
   i) Executive Committee
      All matters brought before Council Executive have already been addressed at this meeting.

   ii) Development Committee
      There was no report from the Development Committee.

   iii) Finance Committee
      The budget was already received earlier in this meeting. There was no other report.

b) Report from Assembly
   i) Dean of Studies
      D. Stewart has been offered an appointment, as an Associate Dean of the Faculty of Arts at the University of Manitoba, which he would like to pursue. He has resigned as the St John's College Dean of Studies, effective June 30, 2002. As a result, the process to find a new Dean of Studies took place. Dr. B. Cantelo (Jr. Fellow) was elected Dean for a 3-year term.

   ii) Appointment of Fellows
      Retired Fellow
      John Kendle (History) was elected as a Retired Fellow for the academic year 2002-03.
      Senior Fellow
      Johannes Wolfart, (Religion) was elected as a Senior Fellow.

      Visiting Fellows
      Sharon Alward (School of Art), Gerald Friesen (History), Adele Perry (History), Marcela Austudillo (Economia Universidad Autonoma de Mexico), Alex Medras (Sociology, Universidad Autonoma de Mexico), Mhari Mackintosh (English), and Brian Swail (English) were elected as Visiting Fellows for the academic year 2002-03.

      Junior Fellow
      Brenda Cantelo (Religion) was elected as a Junior Fellow, with the term to coincide with her appointment as Dean of Studies.

      Research Fellow
      That David Ebert (Anthropology) was elected as a Research Fellow for the academic year 2002/03.

   iii) New Awards
      Assembly approved five new awards.

      The John E. Abra Memorial Bursary - The applicant must:
      - have been a full-time undergraduate student at the U of M and have been a member of SJC;
      - be entering into or continuing in a full-time program in Dentistry, Medicine or Law in the fall. Preference will be given to a Dentistry student, and preference will be given to a program at the U of M;
      - have demonstrated significant financial need;
      - have achieved a cumulative GPA of 3.0.
The Rev. Canon and Mrs. Thomas D. Conlin Bursary - The applicant must:
- be entering St John’s College Residence in September of the current year;
- register as a St John’s College member in a full-time program of study at the University of Manitoba in September of the current year, and;
- have a demonstrated financial need;
- have a demonstrated record of outstanding contributions and commitment to his or her community.

The Symons Scholarship in Canadian Studies - The applicant must:
- have completed at least 60 credit hours with a min. cumulative grade point average of 3.0 (B) by May of the current year;
- register in a full-time program (minimum 18 credit hours) with an emphasis on the study of Canada at the University of Manitoba in September of the current year, and as a member of St John’s College;
- have a demonstrated record of outstanding contributions and commitment to his or her community.
Preference will be given to students enrolled in the Canadian Studies Program as Honours, Major or Minor students.

The All Saints James Brown Bursary - The applicant must:
- be a member of St John’s College;
- have a demonstrated financial need;
- have successfully completed a minimum of 60 credit hours by May of the current year;
- register for a full-time program (minimum 18 credit hours) with an emphasis on Canadian Studies at the University of Manitoba, as a St John’s College member, in September of the current year, and;
- have letters of support from one or more professors indicating that the student’s studies at the University contain a significant component pertaining to Prairies studies.

The Morgan Scholarship - The applicant must:
- be registered as a member of St John’s College;
- have a permanent residence in rural Manitoba (i.e. a residence outside the Capital Region, which for the terms of this scholarship is defined as including Winnipeg and the R.M.s of Cartier, East St. Paul, Headingley, Macdonald, Ritchot, Rockwood, Rosser, Springfield, St. Andrews, St. Clements, St. Francois-Xavier, Tache, and West St. Paul);
- be a full-time undergraduate student with a cumulative average of at least a B (3.0 GPA) or, for first year students, an average of no less than 80% in the final year of high school.
- register in full-time studies (min. 18 credit hours) at the University of Manitoba, and as a St John’s College member in September of the current year, and;
- have a demonstrated record of outstanding contributions and commitment to his or her community.

iv) Five-year Review of the Development Office
As per Assembly Executive’s request N. Cameron and R. Clifton are conducting a program evaluation as part of the five-year review of the Development Office. They will report back to Assembly Executive at its September meeting.

v) U of M Press
The U of M Press approached St John’s College to seek office space. The Press is currently located in approximately 1000 square feet in the Engineering 2 building, which is slated for demolition sometime in the next 8 to 10 months. Approximately half of their space is used for storage and shipping, while the rest is divided into four offices. The Press would be very interested in moving into St John’s College. By moving all of their storage to existing basement storage space permanently at St Paul’s College, the press could work in approximately 600 square feet.

The U of M administration has budgeted a reasonable budget for renovating new space for the Press. This means that St John’s College will not be responsible for any of the relocation and renovation costs associated with the move.

The U of M Press does a lot of work in Canadian Studies, and several St John's College faculty have published with the Press while others act as reviewers of manuscripts or as informal advisors.

After considerable discussion, Assembly approved in principal, the making of an invitation to the University of Manitoba Press to become part of the St John’s College Community by relocating here, with the understanding that this move will involve the loss of two Fellows’ offices, and no costs or revenue to the College.
At the same Assembly meeting there were concerns expressed about the loss of faculty office space. As a result, Assembly Executive formed a sub-committee, consisting of the Warden, Dean of Studies, Chair of Assembly and a Junior Fellow, to review and clarify the terms of accommodating the University of Manitoba Press, including preserving existing fellows’ offices. The proposal was presented to members of Assembly and will be voted on by mail ballot in the next week or so.

c) Reports from College Officers
   i) Warden
      Chancellor to be made an Honorary DD
      Rt. Rev. Donald Phillips’ Alma Mater has asked him to accept the honorary degree of Doctor of Divinity.

      Distinguished Professor
      The Board of Governors approved Dr. Gerald Friesen for a Distinguished Professorship to be awarded at an upcoming convocation.

      Wilmot Book Launch
      The Wilmot Book Launch was held April 27, which was also Laurie’s 95th Birthday. A. Waterman wrote the introduction, J Bumsted did the editing, and L. Cowan worked on the layout and printing. D. McLean organized the book launch, which was a success. We have already sold out of the first 100 books and have ordered 100 more. All proceeds from the book will go to the Wilmot Bursary.

      Budgets
      Assembly passed the College budget at its last meeting. The U of M budget was approved at the Board of Governors meeting. We submitted a budget request asking for top up funding for the Facilities Manager Position, stable funding for opportunity courses and computer hardware and software from the baseline budget. We didn’t get any of those requests. The incoming Vice-President (Academic) and Provost was allocated some funding and we have been assured that the opportunity courses will be funded from that this year. We also got a $10,000 budget allocation for capital needs. The Canadian Studies Coordinator position was, of course funded for a second year.

      Upgrades
      J. Hoskins received a letter from Brian Rivers, Director of Physical Plant, advising us that the following projects have been approved to proceed form the 2002/03 renovations and equipment capital allocation: screening around high voltage equipment, modifications to prevent rain from entering the vestibule and the replacement of smoke detectors in the residence.

      Meeting of College Heads
      The meeting of College Heads will take place June 19, 20 & 21.

      Dean of Studies
      J. Hoskins formally thanked D. Stewart for his work during his term as the Dean of Studies. David has accepted a position as Associate Dean of the Faculty of Arts.

   ii) Dean of Studies
       Chair of Assembly
       B. Ferguson’s term as Chair of Assembly ends June 30 at which point N. Cameron will become the new Chair of Assembly until June 30, 2003.

       Royal Society
       M. Kinnear was elected a Fellow of the Royal Society.

       Book Prize
       Dr. Francis Carroll has been awarded the John Wesley Dafoe Book Prize for his book A Good and Wise Measure: The Struggle for the Canadian-American Border 1783-1842 published by the University of Toronto Press. The Award honors the book that contributes to the understanding of Canada and/or its place in the world.

       Lobster Dinner
       The lobster dinner place on May 3rd and was a great success.

       Thank You
       D. Stewart thanked the fellows and staff for their support over the past year. He expressed gratitude for serving as the Dean of Studies for one year in the oldest English institution of higher education west of the Great Lakes.
iii) Bursar
There was no report for the Bursar as she was absent, with regrets.

iv) Dean of Theology
Summer Institute Of Theology
The Summer Institute will run from June 17 – 21. J. Stafford reported that he is currently receiving registrations for the Summer Institute of Theology. J. Stafford is currently doing course preparation for the fall.

v) Chaplain
Barbara Barclay, the widow of David Barclay, has given David's robes to the Chapel. We are grateful for this gift. Chapel Sunday Worship continues through the summer at 4 p.m.

vi) Dean of Residence
Residence is completely booked for September 2002.

vii) Development Officer
Capital Campaign
We currently have $650,000 in funds donated and pledged. We have already reached our capital campaign goal of $300,000 in Scholarships and Bursaries. D. McLean and J. Hoskins have been meeting with leadership donors and volunteers have been contacting alumni by phone.

Sill Foundation
The Sill Foundation made a pledge of $25,000.

Hamber Foundation
The Hamber Foundation refused our request for funds.

Wilmot Book Launch
The Wilmot Book Launch went well. We have already sold out of the first 100 books and have ordered 100 more.

Friends of St John's College
The Friends of St John's College organization has been re-launched thanks to J. Ripley and P. Cloutier. The Friends of St John's College will meet in a couple of weeks to discuss the role of the Executive Committee.

Scholarships & Bursaries
We have $135,000 in new money in last year

viii) Registrar
Nil

7. Any Other Business
a) Letter of thanks to K. Clavelle
K. Clavelle's membership was not renewed as she has served the maximum amount of time as a visiting and research fellow. A motion was approved that she be thanked for her contributions to the college, such as the Burns dinner, and curator of the Art Committee.

MOTION That the Chair writes a letter of thanks to Karen Clavelle for her many contributions to the College
N. Cameron/B. Ferguson

b) Letter of Congratulations to new Fellows
It was also asked that the Chair write a letter of congratulations to all new fellows.

8. Adjournment
MOTION That the meeting be adjourned.
G. Baldwin/G. Woodcroft
DATE: September 9, 2002

TO: St John's College Council Members

FROM: Norm Cameron

RE: Trust Capital Definition

This letter is in response to a motion that was passed at the May 22, 2002, meeting of Council. The motion read: “That the Finance Committee of St John’s College prepare a definition of the term “Trust Capital” as applied to the assets of the St John’s College Trust for scholarships and bursaries, and that this definition be referred to College Council for ratification in the fall or 2003.”

This letter is in response to Council’s request. This definition is implicit in all of our financial statements, so a mere articulation of that definition can save everybody some time. Here it is.

“Trust Capital is defined in the Financial Statements of St John’s College as that portion of the book value of Trust Fund assets that is not accounted for by either Accumulated Surplus for Trust Purposes, or explicit liabilities of the Trust Fund.”

It might be useful to supplement that bald definition with the following gloss:

Trust Capital can be accounted for by explicit donations to and withdrawals from each trust account in the Trust Fund, and such transfers from accumulated surplus as Council authorizes from time to time.

The only “explicit liability of the Trust Fund” that I have ever seen is and “Amount Due to the Operating Fund”, which occurs occasionally around year-ends.