ST JOHN’S COLLEGE COUNCIL MINUTES

For the Meeting of Wednesday October 1, 2008


Absent: W. Carlu.

B. Beare welcomed back: Gerry Friesen who was formerly on Council as the chair of Assembly, and is now an Assembly representative on Council; and, Jeff Powell who was on Council about 10 years ago as the Senior Stick and also sat on the Committee to review college governance.

J. Hoskins took the Council on a tour of the Robert B. Schultz Lecture Theatre before the meeting began.

1. Opening Prayer
   S. Blaikie opened the meeting with prayer.

2. Approval of the Agenda
   The 5 motions under item #5 a, b & c are from the Finance and Administration Committee.
   Item f) i): after 2009 the work "is" should be replaced with "in", in the next line it should say privilege of the “floor” and finally in motion 2, the year should read 2010 not 2011.

   **MOTION:** That the agenda be approved as amended.
   B. Hallman/J. Stafford

   **CARRIED**

3. Approval of the Wednesday, May 14 2008 minutes (attachment 1 to the agenda)
   -In the attendance section, move R. Thomas from regrets to present and remove G. Friesen from regrets.
   -Item 5. c) – in the very beginning of the last sentence, remove the word “Finance”

   **MOTION:** That the minutes be approved as corrected.
   B. Hallman/L. Carson

   **CARRIED**

4. Business Arising from the Minutes
   a) Vice-Chair Appointment Confirmation
      P. Cloutier was appointed as vice-chair for a one-year term ending June 30, 2009 subject to his agreeing to serve. B. Beare reported that P. Cloutier has agreed to serve for the one-year term.

   b) Robert B. Schultz Lecture Theatre Update
      J. Hoskins reported that the Robert B. Schultz Lecture Theatre is open and fully operational for classes however, the acoustic panels still need to be installed. The new food kiosk “Espresso 101” awaits a cooler and a bit of plumbing work. It is hoped that Espresso 101 will be open around the second week of October. The faculty lounge balcony will be finished this week. Landscaping started today and physical plant is hopeful to lay the sod soon.

5. New Business
   a) Residence Repairs (attachment 2 to the agenda)
      **MOTION:** That St John’s College pay the University of Manitoba $200,000 towards the Residence repairs.
      J. Hoskins on behalf of the Finance and Administration Committee

      **CARRIED**

      **MOTION:** That all funds in the Capital Campaign (CC) Lecture Theatre and CC Unrestricted accounts as of June 30, 2008, plus $51,800 of the SJC Buildings and Capital Improvement fund, be allocated toward the $200,000 for Residence repairs.
      J. Hoskins on behalf of the Finance and Administration Committee

      **CARRIED**
Note: In attachment 2 to the agenda, the report of the Finance and Administration Committee, there is a motion from that committee instructing "that the Warden negotiate with the University for the balance of payment of the $200,000, after current available funds have been applied, be paid over two fiscal years, 2009/2010 and 2010/2011." The Warden reported that the V. P. Administration has agreed and is happy with that arrangement.

b) Audited Financial Statements (attachments 2 & 3 to the agenda)
I. Froese reported that the main change is now recording investments at market value rather than book value and that the College is ahead of the schedule mandated by council to pay off the accumulated deficit.

I. Froese reviewed what G. Baldwin circulated in the Finance and Administration Committee report (attached to the agenda); That "the audited statements look slightly different from those of previous years, since this year it was necessary to re-state the previous year's audited year-end balance (i.e., the balance at March 31, 2007), to reflect the requirement of CRA that assets "held for trading" (effectively stocks, bonds, and cash) be reported "at fair market value". "Fair market value" means that investments are recorded at fair value on a trade date basis as follows: bonds and debentures are valued at market by an independent securities valuation company; publicly traded securities are recorded at year-end market prices. The changes are shown in the audited statements beginning on page 3, under "Assets", where there is no longer a statement about "book" (or "cost") and "market value" for the "Trust investments".

On pages 6 – 9, "Statement of Changes in Trust Funds" there are three new columns:
1. Closing Trust Capital & Surplus, March 31, 2007 which is the final column of the 2006-07 audited statements
2. Change in accounting policy – i.e. the effect of moving from the traditional cost to fair market value
3. Opening Trust Capital & Surplus, April 1, 2007 – the sum of columns 1 and 2."

MOTION: That the audited financial statements for 2007-2008 be approved.
J. Hoskins on behalf of the Finance and Administration Committee

CARRIED

c) Appoint Auditors
MOTION: That the firm BDO Dunwoody be retained as the auditors for the year 2008-2009.
J. Hoskins on behalf of the Finance and Administration Committee

CARRIED

d) Development Officer Appointment
MOTION: That we move into closed session.
J. Hoskins/R. Thomas

CARRIED

M. Kolodie's term as Development Officer ends on December 31, 2008. J. Hoskins reported that December 31 would not be a good time for change as it is one of the busiest times in the Development Office. After a brief discussion, the committee was in agreement that the term be extended until June 30, 2009. It is hoped that a search would be concluded in time for an appointment to be made at the May 27, 2009 Council meeting. The start date would be July 1, 2009.

MOTION: That we move out of closed session.
J. Hoskins/L. Carson

CARRIED

During closed session, the following motion was approved:
MOTION: That the appointment of the current Development Officer, M. Kolodie, be extended to June 30, 2009.
J. Hoskins on behalf of Council Executive

CARRIED

e) Theology Grad Recommendations
i) MOTION: That Chad McCharles, Cassandra McCormack, and Debbie McCuaig having completed the examinations and having gained the necessary standing as prescribed, receive the Diploma in Applied Theology.
R. Thomas on behalf of Assembly

CARRIED
ii) **MOTION:2** That Valerie Sayers, having completed the examinations and having gained the necessary standing as prescribed, receive the Advanced Certificate in Priestly Ministry.
R. Thomas on behalf of Assembly

f) **Membership on Committees**

i) **Finance and Administration Committee**
In May 2007, Council appointed G. Baldwin to this committee but didn’t specify a term. At our May 2008 Meeting, Council approved that as Chair of the Finance and Administration Committee, G. Baldwin be invited to Council meetings and be granted the privileges of the floor for the 2008-2009 academic year. Note: He cannot move, second or vote on motions.

**MOTION:3** For clarification; That the term of G. Baldwin’s appointment to the Finance and Administration Committee is a one-year term ending June 30, 2009 in accordance with Council’s motion to grant privilege of the floor for the 2008-2009 academic year.
J. Hoskins on behalf of Council Executive

**MOTION:2** That B. Beare be re-appointed to the Finance Committee and Administration Committee for a three-year term ending June 30, 2011.
J. Hoskins on behalf of Council Executive

ii) **Committee to Develop a Warden’s Review, Search and Appointment Policy Appointment - Membership**
K. Dunlop resigned and we need to appoint someone to sit on this committee.

**MOTION:1** That J. Ripley be appointed to the Committee to Develop a Warden’s Review, Search and Appointment Policy Appointment.
J. Hoskins/J. Stafford

6. **Reports**

a) **Reports from Committees**

i) **Council Executive**
B. Beare reported that Council Executive met in September and dealt with the matters brought before you this evening.

ii) **Development Committee**
L. Carson reported that the Development Committee has not met since the last meeting of Council but will be meeting soon.

ii) **Finance and Administration Committee**
The report for the Finance and Administration committee was circulated with the agenda.

b) **Report from Assembly**
R. Thomas reported the following:
Assembly has met twice since the last meeting of Council.

At its meeting on May 20, 2008 Assembly:
- Approved the 2008 – 2009 budget.
- Approved that the theology fees for the 2009/2010 academic year remain unchanged.
- Approved Fellowship Nominations
- Approved membership appointments on committees of Assembly
- Approved the 2008 – 2009 Assembly meeting dates.
- Received Reports from the Finance and Administration Committee, College Officers and the Senior Stick.

At its meeting on September 23, 2008 Assembly:
- Approved the motions that came under item 5. d) regarding theology graduates.
- Received the five-year review of the Development Office and agreed that further Assembly reviews of the Development Office will be conducted only if Assembly should deem them necessary.
- Approved membership appointments on committees of Assembly for the vacancies that were not filled at the May meeting.
c) Report from College Officers & Student Council

i) Warden

Feasgar math. Tha mi an dòchas gu robh samhradh math agaibh. Chaidh mise agus mo ngheàin gu Sabhal Mòr Ostaig anns an t-Eilean Sgitheannach ann an Alba. Bha sinn ag ionnsachadh na Gaidheòr an sin. Tha e sgòinnil. na Beurla - in English:

Good afternoon. I hope that you had a good summer. My daughter and I went to Sabhal Mòr Ostaig on the Isle of Skye in Scotland. We learned Gaelic there. It was brilliant.

Other than spending the month of July in Scotland, much of my time and interest since the last Council meeting has been taken up with the Robert B. Schultz Lecture Theatre. Unfortunately, construction was not completed for the beginning of classes but students did move into this beautiful new facility on Sept 15. The classes before that were held in the Chapel. The Grand Opening of the Robert B. Schultz Lecture Theatre will be held on Nov. 4 at 8:00 am and invitations will be going out shortly.

On May 21, the Development Officer and I hosted a table at the farewell dinner for outgoing president, Dr. Eomoe Szathmary.

From May 22 until June 1, I participated in the CUAC (Colleges and Universities of the Anglican Communion) triennial meeting, held in Hong Kong and in China. I was able to meet with two alumnae on that trip as well.

On June 11, the Development Officer and I drove to Balsam Bay to meet with Bishop Patrick Lee and Mary Lee, to discuss the terms of their Uganda bursary.

On June 12, the administrative staff participated in a half day “Wellness Day” facilitated by Ulla Lillgren. Despite the misgivings of some (or most) of the participants a priori, this was thought to be a very helpful program.

Over the summer, I chaired the Joint Merit Award Committees (UMFA & administration) for the Social Sciences and Humanities and for the Natural Sciences. I also chaired a joint (UMFA & administration) Standing Promotion Appeals Committee. We are currently in the process of setting up meetings for two appeal panels which I will convene.

On September 10, I was pleased to attend the opening of the Centre for Creative Writing and Oral Culture, of which SJC fellow Warren Cariou is the director. The inaugural writer in residence, Rody Gorman, is a poet visiting from Skye and is currently living in our residence.

The Development Officer and I participated in a number of homecoming events: Isbister Legacy Luncheon for those who have indicated an intention to leave a gift in their will, a welcome reception for Dr. Barnard at the convention centre, and the Homecoming Dinner. We will be participating in an alumni event in Ottawa in November.

On September 29th & 30th, I participated in the annual Deans’ & Directors’ retreat in Gimli. This was an opportunity for us to get to know the president better and also to begin some strategic planning on an institutional level. It was an excellent event.

The United Way annual campaign is underway and I am serving as the Leadership Chair for the Universities and Colleges Division.

Our 142nd annual convocation will be held on November 2, at which time recently retired and long serving Senior Fellow, Mary Kinneas, will receive the Fellows’ Recognition Award.

ii) Dean of Theology

J. Stafford reported that the theology induction weekend went well. We have six students enrolled in the Diploma program (three in each year), and eight Special Students form the UW. I originally said we had a total of 13 students but one showed up last night so actually it’s 14 students in total.
iii) Bursar
   I. Froese submitted the following written report for the minutes:

   **Residence Walkway**
   Drawings are complete, and the project will be put out to tender by physical plant in the next day or two. There is a possibility the project may be complete in time for the November 4th opening of the Schultz Theatre, but because of the short timeline, it will be difficult. The University has agreed to fund the entire project, for which the College is very appreciative.

   **Residence Plumbing/Electrical Repairs**
   The substantial completion date of the project has been reached, and a walkthrough was performed on Monday September 29th. The fencing outside the Residence has been re-arranged to allow almost all of the parking spaces to be usable, and the area is in the process of being cleaned up and restored. We are hopeful that the fencing will be completely removed shortly. In speaking with the adjuster of the Colleges’ insurance claim, he has assured me that the funds will be released within the next 30 days – first an advance of $100,000, followed by the release of the balance of the claim, approximately $80,000.

   **College Budget**
   Summer conferences went very well. Groups at the College included Winnipeg Woodcarvers, Team Canada Volleyball, regular students, and of course students from the Intensive English Program (IEP). Preliminary numbers indicate we met are projected revenue targets.

   **Scholar in Residence**
   The College was unsuccessful in its attempt to secure funding from the University to reserve a Residence room for visiting scholars. However, we did have a visiting poet living in the Residence who will be staying until the end of October.

iv) Dean of Studies
    B. Hallman submitted the following written report:

   **Awards and Other Accomplishments of Note:**
   In addition to what I reported in an article in the most recent issue of *In Lumine*, I am very pleased to share with you the news that Dr. Diana Brydon has been newly elected to the *Royal Society of Canada* (RSC), our nation’s oldest and most prestigious association of scholars and scientists. In the announcement, it states: *Diana Brydon is a literary critic known internationally for her multifaceted and ground-breaking contributions to postcolonial literary and cultural studies and Australian and Canadian literary studies. She has become a key figure in postcolonial and now globalization studies because of her commitment to the re-conceptualization of the humanities and their relation to globalization.*

   I would also like to congratulate Dr. Warren Cariou on his being awarded a 2008 Fulbright Visiting Chair Award. Warren will undertake studies at Arizona State University (ASU) where he will work on his novel-in-progress, *The Hummingbird Cloak*, which is partly set in the American southwest. I would also like to add congratulations on the recent grand-opening of the Centre for Creative Writing and Oral Culture, where he is the Director.

   **Events to Date:**
   **JumpStart:** This orientation for new SJC students was a great success – congratulations are in order for Daniel Draper (Senior Stlick) and his crew for organizing a very successful event. I was pleased to add my 2-cents in a brief talk to the students and to join them for dinner in residence.

   **Opening of Term Reception:** With much relief, we were able to hold the reception Sept 10th in the renovated original Faculty Lounge. It was quite well-attended and I’m told the chicken satay and baked brie were hits! Thanks to Ian and his staff for making me look good! The Faculty Lounge is now in regular use and we eagerly anticipate approvals to use the new lounge space and patio in the near future. I am also investigating replacement option for the sofas and chairs.

   **Opening of Term BBQ:** This was held Thursday, Sept. 11 – once again not on the Daily Bread Patio (damn wasps!). Unfortunately I was not able to attend due to a commitment to attend the
Faculty of Arts Regulations and Appeals Committee, on which the Deans of Studies of both St. John’s and St. Paul’s sit. However, reports are that it was a success and as always the food was excellent.

**Matriculation:** Matriculation was held Sept 23rd, and was one of the best attended yet! Numerous students as well as two Fellows, David Punter and Egil Grisils have joined our number.

**Soup and Bread Lecture:** The first of these wonderful opportunities to learn about the work of our community members was held Sept. 29th. Rody Gorman, the poet-in-residence this fall in the new Centre for Creative Writing and Oral Culture, and resident in the SJC Residence suite, read from his poems, both new and not so new, in English, Scots-Gaelic and Irish-Gaelic. It was very much enjoyed by the dozen or so Fellows in attendance and we hope to have more readings in the future.

**Upcoming Events:**

**Art-Music-Social events at the College**

The first dining-in, a celebration of Prairie Local Foods, is going to be held October 17th in the Cross Common Room. I am currently working with Ian Park on a menu that showcases local foods in something of a ‘100-Mile Diet’ theme. Musical entertainment will be provided by The Abigals. (Bring CD to circulate) – further adding to our celebration of the richness of the ‘local’. If you have not received an invitation, my apologies, and please speak to me after the meeting so that I may get your address to ensure that one is sent to you.

**Marjorie Ward Lecture:** I am very pleased to report that noted film-maker Guy Maddin has agreed to be the 2009 Marjorie Ward Lecturer. This first MW Lecture in the new Schultz Lecture Theatre is set for Monday, February 23rd, 2009 — a title is forthcoming. The Visiting Speakers committee will be meeting soon to initiate the numerous tasks involved in bringing this event together.

**Soup and Bread Lunches:** Dr. Mary Benbow is organizing Soup and Bread lunches this year. The first lunch was Sept 29th, as noted above. The second one is planned for later in October, and will be given by Dr. Kent Fowler. In the Winter term, Bill Norton will give a talk on his sabbatical work, and one of our Research Fellows, Ryan Eyford, will also be giving a talk later in the term.

**v) Chaplain/Dean of Residence**

P. Lampman was unable to attend the meeting however, the following report was circulated at the meeting:

**Saint John’s Residence**

We have 100 residents, with 95 single rooms, two single apartments and a two bedroom apartment. We are at capacity, but we have a number of students (8 IEP) who are with us for one term only.

We have 46 international students in residence. This number includes 20 Intensive English Program students.

Training for the Residence Leadership Team included First-Aid and CPR, Non-Violent Crisis Intervention, Respectful Environment, University Fire and Emergency procedures, Dealing with Sexual Assault, Suicide Awareness and Prevention, and Helping Students in Distress. Randy Greiser, Director of the Crisis and Traume Resource Institute, came to the College and taught suicide intervention skills to the Residence Leadership Team. The Residence Dons joined with the Residence Associates from U of M Housing and Student Life for some of this training. This was followed by our annual retreat to a cabin on Breezy Point. Given the large numbers of international students in residence, the International Student Representative on the Dons’ Team will have two student assistants. This student’s job is to help integrate the international students into residence and community life.

Community spirit is high and is developing well. We have joined with Housing and Student Life in a number of residence events through the Spirit Cup competition. The Fall Banquet and House Meeting attendance were excellent.

We have a very good group of students this year, with few discipline problems.
Chapel Worship and Activities
Sunday 4 pm Holy Communion (Holy Eucharist)
7 pm Choral Evensong (4th 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; 9:40 PM Compline
Wednesday 9 am Morning Prayer, 12 p.m. Holy Communion (Eucharist)
3:30 Study Group (time to be confirmed)
Thursday 9 am Morning Prayer, 12 p.m. Mid-Day Prayer

The Rev. Dr. John Stafford is Honorary Assistant for the Chapel Community. Rachel Cameron is our
current Chapel musician. Our Chapel music group "Holy Smokel" is looking for new members. Prof.
Charles Horton is the Music Director of All the King's Men and Mark McLeLLan is the Cantor.

Memorial Service
Mofei Xiong, September 2, 2008

Weddings
Jane Friesen and Ulises Aguilera June 30, 2008
Michael Hutton and April Duncan June 21, 2008
Kristy Anderson and Shawn Chamberlain, April 5, 2008

vi) Development Officer
M. Kolodle submitted the following written report for the minutes:

Lecture Theatre
Classes are now being held in the Robert B. Schultz Lecture Theatre. The lecture theatre seats will
be used more than 88,000 times by students in the Fall term alone. We are now looking forward to
and planning the grand opening which will be held November 4, at 9:00am. The invitations are
being printed and will be mailed out as soon as they are received.

In Lumine
You may have noticed that we have changed the format of the In Lumine. We have condensed the
margins of each page, which has allowed us to go to three columns instead of two. Having gone to
the new format we can get as much information in the newsletter as in previous issues, but will use
fewer pages, which will result in a cost savings of paper, printing and postage. We are also doing the
editing in-house, another cost saving.

Development Positions
The Development Office was successful in its application to Services Canada and attained grant
funding for a summer position. The person hired was Nicole Lamotte. Her prime responsibility was
researching Foundation criteria, in hopes that we might qualify and apply for possible grant funding.
Jarett's hours have decreased from 35 hours a week to 18 hours a week. Judy Jayasuriya has been
hired to work 16.5 hours a week. Judy is working on the names that will appear on the donor wall of
the lecture theatre, as well as the convocation luncheon, which is hosted by the Development Office.
We have two volunteers, each working about 2 hours a week.

Staff Development
Jarett and I attended a half day workshop on May 22. It provided information on "how to leave a
legacy" and provided information that can be passed on to those interested in Planned Giving.

Other
Janet and I attended several functions: a farewell dinner held in honour of Dr. Emoke Szathmary, a
Leave a Legacy luncheon and a welcome reception for Dr David Barnard as well as several
homecoming events, including one which the Development Office hosted prior to a chapel service.

I was asked to be on the selection committee that will recommend the hiring of a library supervisor
for the St John's Library. The successful candidate will replace Carol Goodlow who retired at the
end of August.
Janet and I will be going to Ottawa in November. The University of Manitoba is hosting an alumni event there which we will attend.

We are preparing for our Fall solicitation. Our call centre will go into operation approximately two weeks after the letters go out.

vii) Registrar (attachment 4 to the agenda)
E. Palamar asked the members of Council to review their contact information on attachment 4 and to let her know if there are any corrections that need to be made. She also reported that the Convocation invitations should be out.

viii) Senior Stick
The Senior Stick sent regrets to the meeting.

7. Any Other Business
There wasn't any other business to discuss.

8. Adjournment
MOTION: That the meeting be adjourned.
J. Powell/J. Hoskins

CARRIED

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

Chair

Secretary

Date

Nov 26/2003