

University College of the North

Minutes of the Learning Council

Date: Tuesday, April 23, 2024
Time: 8:30 am - 12:00 pm

Thompson Meeting Room 409
The Pas Boardroom 132
Zoom: 699.627.8649



PRESENT		REGRETS	GUESTS/RESOURCES	
K. Barr	T. Manych	B. Cianflone	T. Pidskalny - Tri-Council Exec. Officer /President's Office Manager	
T. Bell-Tulman	G. Melko	H. Grewal		
C. Bignell	Dr. R. Neckoway	M. Petricone		
N. Constant	Dr. A. Oredogbe			
J. Cook	E. Paradis			
Dr. A. Hossain	K. Paskaruk			
Dr. K. Hyde	Dr. S. Peter	<u>Non-Voting</u>		
Dr. T. Islam	Dr. L. Plett			
D. Lauvstad	D. Smeltzer			
K. Laybolt	H. Smith			
K. Laycock	Dr. G. Stott			
NON-VOTING / EX-OFFICIO		ABSENT		
A. Barbour-Stevenson	J. Fitzpatrick	J. Grant		T. Weenusk
H. Bryant	G. Guiboche	E. Jebb		
C. Fiedler	Dr. D. Smith	Dr. A. Kamal		

1.0 UCN Traditional Territory Acknowledgement.

2.0 Opening Prayer
Opening Prayer was offered by Keith Hyde.

3.0 Presentations

3.1 International Education Pilot, Dr. Dan Smith, VP Strategic Growth
A Briefing Note was distributed outlining UCN is considering a pilot cohort of international education students in the DPN program offered in Flin Flon and Swan River. UCN is very early in the process and is working with a private organization, Navitas Canada. Next steps are to engage in conversations within UCN to discuss the pilot, and to begin development of an agreement between UCN and Navitas Canada.

4.0 Call to Order
The meeting was called to order at 8:42 a.m. by Chair, G. Stott.

5.0 Chairperson's Remarks
The Chair welcomed new College Faculty members to their first meeting of Learning Council and welcomed Krystle Paskaruk to LC in her new role as Acting Manager of Academic Development. A round table of introductions was provided.

6.0 Adoption of Agenda
It was duly moved and seconded by K. Hyde / A. Hossain
THAT the agenda for April 23, 2024 be accepted as presented.
This Motion was put to a vote and CARRIED

LC-04/23/24-6.0
Adoption of Agenda

7.0 Acceptance of Minutes
February 20, 2024 – Meeting Minutes
It was duly moved and seconded by K. Laybolt / G. Melko

LC-04/23/24-7.0
Acceptance of
Minutes February
20, 2024

THAT the minutes of February 20, 2024 be accepted as presented.

This Motion was put to a vote and CARRIED

8.0 Business Arising

8.1 President's Report

President Lauvstad provided a written and verbal report that included:

- A graduation of Health Care Aides will take place in Churchill this June. H. Bryant provided a brief update.
- Industry Engagement Nights were held in in The Pas and Thompson this month.
- Update on R. Neckway's work on international events. Dr. Neckway provided a brief update.
- Working with Area 55 to lease a facility at Thompson Airport enable UCN to deliver a wide variety of trades and industry-based training to the Thompson region.
Correction to the written report: a lease agreement has not yet been signed.
- Attended the budget speech. All institutions received a 2% operating increase.
- The Federal budget was released and there are additional opportunities for Colleges and Universities.

8.2 VPAR's Report

L. Plett provided a written and verbal report that included:

- Current enrolments are up 4% compared to this time last year. There are some decreases which are primarily in certificate programs and at Learning Centres.
- Current status of International Students at UCN.
- Primary Care Paramedic. Have not received funding for the program. UCN does have assurances that the new program will be approved and will move forward with the program in The Pas.
- Tenure and Promotion updates. Congratulations to Dr. Amzad Hossain on being awarded tenure and promotion to Associate Professor, and to Dr. Hendrik Warnar-Brown on attainment of tenure. *Correction to the written report:* Dr. Hendrick Warnar-Brown on the attainment of tenure.
- Discussion regarding why Thompson seems to have a more drastic reduction to stats than other locations. What types of which students in what programs are falling into the first column/category of Continuing Education.

Action: L. Plett will reach out to Institutional Analysis for more detailed information on the statistics provided.

9.0 New Business

9.1 Learning Council Membership Ratification

Learning Council reviewed the submission included in the meeting package.

It was duly moved and seconded by K. Hyde / T. Bell-Tulman

THAT the Learning Council ratifies the appointment of Tariqul Islam to Learning Council, with term start August 1, 2024 and end June 30, 2027.

This Motion was put to a vote and CARRIED

LC-04/23/24-9.1
Learning Council
Membership
Ratification

9.2 LC Standing Committee Membership Ratification

Learning Council reviewed the submission included in the meeting package.

It was duly moved and seconded by K. Laycock / L. Plett

THAT the Learning Council ratifies the following appointments to Learning Council Standing Committees:

The Academic Planning Committee:

- Selvin Peter, university faculty, 3-year term, August 1, 2024 - June 30, 2027

The Appeals Committee:

- Vicki Zeran, university faculty, 3-year term, August 1, 2024 - June 30, 2027
- Jenna Cassan, college faculty, 3-year term, August 1, 2024 - June 30, 2027

The Awards Committee:

- Selvin Peter, university faculty, 3-year term, August 1, 2024 - June 30, 2027
- Laura Afatsawo & Valdine Flaming, members at large, 2-year term, August 1, 2024 - June 30, 2026

The Curriculum & Standards Committee:

- Tariqul Islam & Antony Tomlin, university faculty, 3-year term, August 1, 2024 - June 30, 2027
- Sarah Moore-George, college faculty, 3-year term, August 1, 2024 - June 30, 2027

The Equity Committee:

- Amanda Nsi, university faculty, 3-year term, August 1, 2024 - June 30, 2027

The Library Committee:

- Tariqul Islam & Antony Tomlin, university faculty, 3-year term, August 1, 2024 - June 30, 2027

The Research, Education and Learning Committee:

- Ying Kong, university faculty, 3-year term, August 1, 2024 - June 30, 2027

This Motion was put to a vote and CARRIED

LC-04/23/24-9.2
LC Standing Committee
Membership
Ratification

9.3 Lake St. Martin Educational Assistant Certificate Program Graduates

As per an April 3, 2024 email vote:

It was duly moved and seconded by J. Cook / T. Islam

THAT the Learning Council approve the March 2024 Graduates list for the Lake St. Martin Educational Assistant Certificate Program, as presented.

This Motion was put to a vote and CARRIED

LC-04/23/24-9.3
Lake St. Martin
Educational Assistant
Certificate Program
Graduates

9.4 Notice of Amendment to LC-01-01 Rules of Governance

As per the submission included in the meeting package, Learning Council is receiving notice of proposed amendments to policy LC-01-01 Rules of Governance.

The policy will return for approval at the June Learning Council Meeting.

9.5 UCN Academic Calendar 2024/2025

Learning Council member K. Hyde provided an overview of discussion held at the LC Executive meeting this month.

When members of Faculty of Arts, Business and Science were reviewing course descriptions they realized that some of the courses had been deleted from the Academic Calendar. It was discovered that approximately two years ago, through document conversions and where page breaks landed, some of the sections may have been inadvertently deleted. Wanted to bring this forward so other areas can count their courses from two years ago and compare to what is in the calendar this year. Corrections should be sent to Claire Fiedler.

9.6 LC Library Committee Member Ratification

As per the submission included in the meeting package, a volunteer form was received, and approved by the Library Committee Chair, for membership to the LC Library Committee.

It was duly moved and seconded by A. Hossain / H. Smith

THAT the Learning Council ratify the appointment of Marnie Waddell, member at large, to the LC Library Committee for a term of 3 years, term ending June 30, 2027.

This Motion was put to a vote and CARRIED

LC-04/23/24-9.6
LC Library Committee
Member Ratification

9.7 Policy Revision: LC-01-09 REAL Committee TOR

Learning Council reviewed the submission included in the meeting package, outlining revisions to the REAL Committee TOR.

It was duly moved and seconded by K. Hyde / L. Plett

THAT the Learning Council approve the revisions to LC-01-09 REAL Committee TOR, as presented.

This Motion was put to a vote and CARRIED

LC-04/23/24-9.7
Policy Revision: LC-01-
09 REAL Committee
TOR

9.8 Learning Council Meeting Schedule 2024-2027, DRAFT

Learning Council reviewed and discussed the draft three-year meeting schedule, included in the meeting package. The schedule is mirroring the last 3-year schedule.

It was duly moved and seconded by S. Peter / T. Bell-Tulman

THAT the Learning Council approve the Learning Council Meeting Schedule 2024-2027, as presented.

This Motion was put to a vote and CARRIED

LC-04/23/24-9.8
Learning Council
Meeting Schedule 2024-
2027, DRAFT

10.0 Learning Council Committee Reports

10.1 **Executive Committee Report** - Received for Information

10.2 **Academic Appeals Committee Report** - No Report Received

10.3 **Academic Planning Committee Report** - Received for Information

10.4 **Awards Committee Report** - Received for Information

10.5 **Curriculum & Standards Committee Report** - Received for Information

10.6 **Equity Committee Report** - No Report Received

10.7 **Library Committee Report** - Received for Information

10.8 **Research Education & Learning Committee Report** - Received for Information

11.0 Tri-Council Reports

11.1 **Council of Elders** - Elder Tommy Weenusk
No update was provided.

11.2 **Governing Council** - Becky Cianflone
No update was provided.

11.3 Student Report

11.3.1 Kelly Laybolt, Thompson Campus

Student Report received and included the following:

- Thompson SAC has a lot of new members and as it is close to the end of the year, there is not a lot going on right now.
- Students enjoyed attending Industry Night and meeting the employers that were in attendance.
- Security has been doing a good job keeping high school students and hockey tournament attendees to the first few tables in the lobby area and it seems to be going well.

11.3.2 Jennifer Cook, The Pas Campus

Student Report received and included the following:

- The Pas SAC overhauled and voted on a new constitution and by-laws, which were passed.
- Recreation is going well.
- Working with departments on supporting students and Mental Health issues.
- Working on partnerships within the institution to address student issues or student needs in a positive way and trying to ensure positive student experiences at UCN.
- A request was made that SAC could discuss ways to bridge the gap between on campus and off campus students, to ensure off campus students are connected to Student Council and campus events, information, elections.

11.3.3 Vacancy, Regional Centre

No report.

12.0**Roundtable**

Received for information.

- K. Hyde shared that he had a paper accepted through UArctic and thanks to UCN's support he will be attending the conference in Bodø, Norway May 20 to June 2/24.
- General discussion regarding staffing issues, and concern with the lack of administration at the front desk/office in The Pas Campus. The concern is that the student needs are not being met.
- Concern with Authenticator for students and issues where they can't login to their computers, they don't have a cell phone, etc. This creates a barrier for students, especially when working in the evening and IT is not available to assist in by-passing the authentication.

Action: L. Plett will speak with J. Fitzpatrick, Dean of Students to take the lead with Shawn Ducharme.

- Concern that the automated directory/phone system does not work and how are students or potential students accessing information and having their needs met.
- R. Neckoway advised that UCN has received \$2M from the Rideau Hall Foundation for teacher training and education. There was a press release of the announcement as well.
- K. Hyde shared that the term 30 student evaluations were not available for students to access, therefore there was no student feedback for the term. This affects how instructors get a sense of how students have enjoyed classes or where their challenges have been, affects professors who use that for tenure and promotional purposes, and affects performance reviews. It was reported that due to a lack of staffing in Academic Development the evaluations weren't put into UCNLearn.

Action: L. Plett will follow up with Institutional Analysis.

- LC Executive discussed that the student evaluations link did not show up for this term and therefore instructors will not receive this feedback.

Action: L. Plett will report back at the next meeting with some solutions regarding staff shortages.

13.0**Adjournment/Closing Prayer**

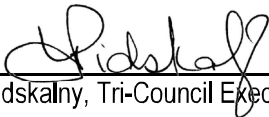
Closing Prayer was offered by K. Hyde.

Meeting was adjourned at 10:06 a.m. by H. Smith.

Next Learning Council Meeting: June 11, 2024.

Motion to Adjourn

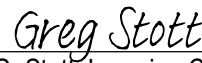
14.0 Information and Correspondence
Received for Information.



T. Pidskalny, Tri-Council Executive Officer

June 11, 2024

Dated



Dr. G. Stott, Learning Council Chair

June 11, 2024

Dated