

# University College of the North

## Minutes of the Learning Council

Date: Tuesday, June 14, 2022  
Time: 1:00 pm - 4:30 pm

Thompson Boardroom 409  
Zoom: 699.627.8649  
Teleconference: 1-866-279-1594  
Participant Code: 668739



PRESENT		REGRETS	GUESTS/RESOURCES
Dr. A. Barbour-Stevenson T. Bell-Tulman C. Bignell H. Briggs Dr. A. Crowe T. Islam Dr. Y. Kong (Co-Chair) K. Laybolt K. Laycock	Dr. A. Malik L. Markus G. Melko R. Penner L. Plett Dr. D. Smith H. Smith Dr. G. Stott (Co-Chair)	Dr. J. Atoyebi B. Kruk D. Lauvstad N. McKenzie Dr. A. Oredogbe B. Schaffer Dr. K. Stedronsky	T. Pidskalny - Tri-Council Exec. Officer /President's Office Manager
NON-VOTING / EX-OFFICIO		ABSENT	
D. Dalcanale (ex-officio) J. Fitzpatrick (ex-officio)	G. Guiboche (ex-officio) Dr. V. Zeran (ex-officio)	E. Jebb	

**1.0 UCN Traditional Territory Acknowledgement.**

**2.0 Opening Prayer**  
A moment of reflection was provided.

**3.0 Presentations**

**3.1** Nil

**4.0 Call to Order**  
The meeting was called to order at 1:02 p.m. by LC Co-Chair, Y. Kong.

**5.0 Chairperson's Remarks**  
Chairperson's remarks were received for information.

**6.0 Adoption of Agenda**  
It was duly moved and seconded by A. Malik / G. Stott  
**THAT** the agenda for June 14, 2022 be accepted with the following revisions:  
- Addition of Item 9.6 2021/2022 June Graduands/Graduates for Approval  
- Item 9.3 Strategic Research Plan is moved ahead of Item 9.1 CSC Submissions  
**This Motion was put to a vote and CARRIED**

LC-06/14/22-6.0  
Adoption of Agenda

**7.0 Acceptance of Minutes**  
**7.1 April 19, 2022 – Meeting Minutes**  
It was duly moved and seconded by G. Stott / A. Barbour-Stevenson  
**THAT** the minutes of April 19, 2022 be accepted as presented.  
**This Motion was put to a vote and CARRIED**

LC-06/14/22-7.1  
Acceptance of  
Minutes  
April 19, 2022

**8.0 Business Arising**  
**8.1 President's Report**  
President's Report received for information.

**8.2 VPAR's Report**  
VPAR's Report received for information.

**9.0****New Business****9.1 CSC Submissions**

- 9.1.1** Request for Course Change ENG 1000 Intro to Literature  
It was duly moved and seconded by G. Stott / A. Crowe  
**THAT** the Learning Council approve the Request for Course Change ENG 1000 Intro to Literature, as presented.

LC-06/14/22-9.1.1  
Request for Course  
Change ENG 1000 Intro  
to Literature

**This Motion was put to a vote and CARRIED**

- 9.1.2** Request for Course Change ENG 1002 Composition and Creativity  
It was duly moved and seconded by A. Crowe / T. Bell-Tulman  
**THAT** the Learning Council approve the Request for Course Change ENG 1002 Composition and Creativity, as presented.

LC-06/14/22-9.1.2  
Request for Course  
Change ENG 1002  
Composition and  
Creativity

**This Motion was put to a vote and CARRIED**

**9.2 Policy Submissions**

- 9.2.1** Policy AC-03-05 Program Advisory Committees  
The policy was reviewed and the following revision was recommended:  
- Revise Item 3. Procedures a. to read: "A Program Advisory Committee (PAC) shall be established, where deemed appropriate by the faculty, for each certificate, diploma, and degree program offered by University College of the North.

LC-06/14/22-9.2.1  
Policy AC-03-05  
Program Advisory  
Committees

It was duly moved and seconded by A. Barbour-Stevenson / G. Stott  
**THAT** the Learning Council approve the revisions to Policy AC-03-05 Program Advisory Committees, with the recommended revision.

**This Motion was put to a vote and CARRIED**

- 9.2.2** New Policy AC-01-xx Course Withdrawal  
It was duly moved and seconded by G. Stott / A. Crowe  
**THAT** the Learning Council approve the new Policy AC-01-xx Course Withdrawal, as presented.

LC-06/14/22-9.2.2  
New Policy AC-01-xx  
Course Withdrawal

**This Motion was put to a vote and CARRIED**

It was duly moved and seconded by A. Crowe / H. Smith  
**THAT** the Learning Council approve the deletion of policies AC-01-16 Voluntary Withdrawal and AC-01-20 Retroactive Withdrawal, as presented.

LC-06/14/22-9.2.2  
Deletion of Policies AC-  
01-16 Voluntary  
Withdrawal and AC-01-  
20 Retroactive  
Withdrawal

**This Motion was put to a vote and CARRIED**

- 9.2.3** New Policy AC-01-xx Student Appeal Retroactive Withdrawal Decision  
The policy was reviewed and the following revision was recommended:  
- All references that include a written submission should clarify that this includes an email from the student UCN email account.

LC-06/14/22-9.2.3  
New Policy AC-01-xx  
Student Appeal  
Retroactive Withdrawal  
Decision

It was duly moved and seconded by G. Melko / A. Barbour-Stevenson  
**THAT** the Learning Council approve the new Policy AC-01-xx Student Appeal Retroactive Withdrawal Decision, with the recommended revision.

**This Motion was put to a vote and CARRIED**

- 9.2.4** Policy AC-03-03 Course Outline Policy  
It was duly moved and seconded by K. Laycock / H. Briggs  
**THAT** the Learning Council approve the revisions to Policy AC-03-03 Course Outline Policy, as presented.

LC-06/14/22-9.2.4  
Policy AC-03-03 Course  
Outline Policy

**This Motion was put to a vote and CARRIED****9.3 Strategic Research Plan: Building Capacity 2022/23-2024/25**

It was duly moved and seconded by D. Smith / A. Crowe

**THAT** the Learning Council approve the Strategic Research Plan: Building Capacity 2022/23 - 2024/25, as presented.

**This Motion was put to a vote and CARRIED**

LC-06/14/22-9.3  
Ratification of GC  
Representative to  
Learning Council

**9.4 Appointment of Dean to Learning Council**

It was duly moved and seconded by G. Stott / R. Penner

**THAT** the Learning Council ratify the appointment of Gary Melko as voting Dean for a term of 3 years to conclude on June 30, 2025.

**This Motion was put to a vote and CARRIED**

LC-06/14/22-9.4  
Appointment of Dean to  
Learning Council

**9.5 Learning Council Meeting Locations**

Discussion ensued regarding face-to-face meetings. Learning Council agreed that face-to-face meetings will take place at The Pas Campus and Thompson Campus effective August 2022. Zoom and teleconference will also be available.

**9.6 2021/2022 June Graduands/Graduates for Approval**

It was duly moved and seconded by T. Bell-Tulman / G. Stott

**THAT** Learning Council approve the 2021-2022 Graduand list with the understanding there may be changes and that Enrolment Services will do their due diligence to ensure that credentials are produced for those that meet the requirements.

**This Motion was put to a vote and CARRIED**

LC-06/14/22-9.6  
2021/2022 June  
Graduands/Graduates  
for Approval

**10.0 Learning Council Committee Reports**

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

**10.2 Academic Appeals Committee Report** - Received for Information

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

**10.4 Awards Committee Report** - No Report Received

**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 – Bill Schaffer**

No report received.

The Council of Elders meets in person, Wednesday, June 15/22.

**11.2 Governing Council – Linda Markus**

Verbal report received for information.

The Governing Council meets Thursday, June 16/22.

**11.3 Student Report**

**11.3.1** Nicole McKenzie, The Pas Campus  
Student Report received for information.

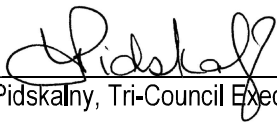
**11.3.2** Kelly Laybolt, Thompson Campus  
Student Report received for information.

**12.0 Roundtable**  
Received for information.

**13.0 Adjournment/Closing Prayer**  
A moment of reflection was provided.  
Meeting was adjourned at 2:19 p.m. by T. Bell-Tulman.  
The next Learning Council meeting will take place on August 23/22 at 8:30 a.m.

Motion to Adjourn

**14.0 Information and Correspondence**  
Received for Information.



T. Pidskalny, Tri-Council Executive Officer

September 27, 2022

Dated



Dr. Y. Kong, Learning Council Co-Chair

September 27, 2022

Dated