

## Ogimaawin Indigenous Council - Internal (OC-I) – Terms of Reference

**Approved by:** Ogimaawin Indigenous Education Council (OIEC)

**Established:** February 26, 2024 - **EFFECTIVE AS OF July 1, 2024**

**Reviews:** None

### MISSION STATEMENT

In alignment with the University's Strategic and Academic Plans, the OC-I, sharing the interests and concerns of the internal Indigenous communities, serves as a channel for communications between the President, internal Indigenous peoples and the University, respecting issues which affect Indigenous post-secondary education. The OC-I will be guided by principles related to honour, respect, responsibility, humility, and understanding.

### MANDATE AND PURPOSE

1. To provide a safe and welcoming informal space for Indigenous and non Indigenous community members to gather to:
  - a. share positive experiences with each other (e.g. Lakehead and student accomplishments and achievements, etc);
  - b. identify areas for improvement related to Indigenous student services, academic programs, etc., and to brainstorm potential solutions; and
  - c. foster open and constructive dialogue on all initiatives that promote the mission and vision of Lakehead University, ensuring the best interests of Indigenous students has been a primary focus.
2. Support the review of University policies and procedures with an aim to decolonize and address any barriers.
3. Collaborative planning of priority areas/topics for discussion to be conducted prior to the academic year. Focus should align with terms of reference and/or the relevant portions of the University's Strategic, Academic, Research, Sustainability, and Equity, Diversity and Inclusion action plans.
4. Provide consultation to the OIEC, faculty and department units on topics related to Indigenous programs and education.
5. Make recommendations to the OIEC, that enhance Indigenous programs and services and that contribute to Lakehead's commitment to truth and reconciliation.

6. Provide consultation and/or advice on topics brought forward by the President and Administration related to Indigenous post-secondary education.
7. Provide a written Annual Report to the OIEC.

## **OVERSIGHT AND REPORTING STRUCTURE**

1. Remains under the purview of the OIEC and acts as an advisory group to the President.
2. Administrative support from the Vice-Provost, Indigenous Initiatives and the University Secretariat.
3. OC-I Chair - following each meeting, provides a report directly to the OIEC.
4. Vice-Provost, Indigenous Initiatives - following each meeting, advises the President directly on action items and/or items of concern.
5. Deans - following each meeting are responsible for identifying and reporting relevant action items and/or items of concern to the Deans Council.
6. Vice-Provosts - following each meeting are responsible for identifying and reporting action items to the Vice-Provost Council.

## **INDIGENOUS MEMBER CAUCUS**

The Indigenous Member Caucus provides the opportunity to hold a non-decision making session, as required. The purpose of this session shall be to provide Indigenous members only the opportunity to meet, where each person feels comfortable sharing ideas, information, and concerns with regards to the topics coming forward at the OC-I meeting to follow.

The Indigenous Member Caucus shall determine what parts of its discussion, if any, to share with the OC-I. Key points of this caucus may be added to the OC-I's agenda if the group agrees.

Any Indigenous member of the OC-I may request an Indigenous Member Caucus through the Chair, Vice-Chair and/or Secretary. The Vice-Provost, Indigenous Initiatives will facilitate the session.

## **COMPOSITION**

### **Ojimaawin Indigenous Council - Internal:**

- Each Indigenous specific program, department, or position
- Any Indigenous staff and faculty
- Dean from each faculty
- Vice-Provost, Indigenous Initiatives
- Vice-Provost (Students) & Registrar
- Vice-Provost, International
- One Elder
- Other University Community members invited as needed

**Indigenous Member Caucus:**

- All Indigenous members of the OC-I will be invited to participate in the caucus sessions, including Indigenous faculty, staff and Administration
- The Elder is not required to participate in the caucus sessions

**GOVERNANCE****Ogimaawin Council - Internal:**

- all members of the OC-I are voting members
- a quorum is not required
- the OC-I shall operate by consensus and follow an Indigenous governance structure, and Indigenous meeting protocols
- shall meet approximately two weeks prior to each OIEC meeting (not less than four times per OIEC Year, July 1 to June 30)
- agenda items for OC-I meetings will be solicited from all members prior to meetings
- the agenda will be developed by the OC-I Chair and Vice-Chair, the Vice-Provost, Indigenous Initiatives, the OC-I Secretary, and may be influenced by discussions that take place at the Indigenous Member Caucus
- meeting agenda and materials shall be circulated approximately one week in advance of each meeting
- the OIEC Secretary or designate, shall act as the Secretary for the OC-I
- meeting notes will be recorded by a designated University Secretariat staff member
- approved meeting notes will be shared with the OIEC and posted to the OC-I section of the Lakehead website

**Indigenous Member Caucus Sessions:**

- shall meet approximately one week prior to each OC-I meeting
- meeting agenda shall be circulated approximately one week in advance of each caucus session
- there is no Secretary and notes will not be recorded
- the draft agenda is developed by the OC-I Chair and Vice-Chair, the Vice-Provost, Indigenous Initiatives and the OC-I Secretary

**Chair and Vice-Chair Selection:**

The Chair and Vice-Chair will be selected by the Committee every two years, from amongst its membership. All members of the OC-I are eligible for these positions. The selection process will be determined by the OC-I.