## School
Student Services

## Advisory Committee Title
Aboriginal Education Council (AEC)

## Program(s) being Advised
Aboriginal Students

## Name of Committee Chairperson
Darryl Diamond (Co-Chair – September 23, 2013 only)
Laura Stanbra (Co-Chair – September 23, 2013 only) (Chair)

## Number of Meetings Held
**Five AEC Meetings (3 hours each)**
- September 23, 2013
- December 2, 2013
- February 3, 2014 (Pembroke Campus)
- March 3, 2014
- April 1, 2014

**Two Sharing Circles**
- February 3, 2014 (Pembroke Campus)
- April 1, 2014

**One AEC Strategic Planning meeting (day-long)**
- June 10, 2014

## Members

<table>
<thead>
<tr>
<th>Member Status</th>
<th>Name</th>
<th>Organization and Address</th>
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<tbody>
<tr>
<td>Co-Chair (September 2013)</td>
<td>Darryl Diamond</td>
<td>Cree School Board</td>
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<tr>
<td>Co-Chair (September 2013)</td>
<td>Laura Stanbra</td>
<td>Vice President, Student Services, Algonquin College</td>
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<tr>
<td>Chair</td>
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<tr>
<td>Member</td>
<td>Andre O’Bonsawin</td>
<td>Marketing Coordinator, Workforce and Personal Development, Algonquin College</td>
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<tr>
<td>Member</td>
<td>Anita Tenasco</td>
<td>Kitigan Zibi Education Council</td>
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<td>Member</td>
<td>Barbara Sevigny</td>
<td>Tungasuvingat Inuit</td>
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<tr>
<td>Member</td>
<td>Della Meness</td>
<td>Algonquins of Pikwakanagan First Nation</td>
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<tr>
<td>Member</td>
<td>Dwight Powless</td>
<td>Community Liaison Resource, Workforce and Personal Development, Algonquin College</td>
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<tr>
<td>Member</td>
<td>Elaine Jeffery</td>
<td>Métis Nation of Ontario</td>
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<tr>
<td>Member</td>
<td>Jeff Agate</td>
<td>Manager, Counselling and Aboriginal Services, Student Support Services, Algonquin College</td>
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<tr>
<td>Member (December 2013 – present)</td>
<td>Lillian Brien</td>
<td>Cree School Board, Post-Secondary Student Services</td>
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<tr>
<td>Member</td>
<td>Norma Sunday</td>
<td>Ahkwesahne Mohawk Board of Education</td>
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<tr>
<td>Member</td>
<td>Richard Sanderson</td>
<td>Odawa Native Friendship Centre, Alternate High School</td>
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<tr>
<td>Member</td>
<td>Sherryl Fraser</td>
<td>Chair, General Arts and Science, Algonquin College</td>
</tr>
<tr>
<td>Member (December 2013 – present)</td>
<td>Verna McGregor</td>
<td>Minwaashin Lodge – The Aboriginal Women’s Support Centre</td>
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Advisory Committee: Aboriginal Education Council (AEC)

Major Activities Undertaken (topics discussed and actions taken by Department):

1. Approval of Terms of Reference

On December 3, 2012 the AEC approved the Terms of Reference (Appendix A).

2. Hosting two Information-Sharing Circle

On February 3, 2014 and March 3, 2014, the AEC hosted info-sharing circles attended by students, members of the AEC, and College staff. The purpose of these circles was to invite students to provide feedback on the following questions:

1. What has most helped you to be successful in your program?
2. How can Algonquin better help you to be successful as a student?
   Can the College better help with:
   a. Transitioning to college?
   b. Using technology?
   c. Meeting the demands of your program?
   d. Money?
   e. Housing?
   f. Balancing your responsibilities to family and dependents?
3. How is Algonquin preparing you for a satisfying career after graduation?
4. If the President of the college asked you what student life is like at Algonquin, what would you tell him?

Students were also provided with an opportunity for open dialogue in order for students to raise any additional concerns they may have. One area of particular focus surrounded the naming of Algonquin College and their desire to inform the rest of the College community with a visual symbol of this naming throughout the campus and in front of the Student Commons. Additional areas where students requested support was with respect to the availability of suitable housing or low cost rentals, the offering of a money management course and a review of parking and transportation costs.
3. Updates on College Initiatives for Aboriginal Students

The AEC was provided with regular updates about College initiatives for Aboriginal students. These updates were provided both by AEC members who are also Algonquin employees and by resource people from various departments of the College. Updates focused on initiatives designed to achieve the strategic goals identified in the 2011-2014 AEC Strategic Plan. Key initiatives reported to the AEC and the corresponding strategic goal included:

- **Goal 1: Strong, representative and well supported Aboriginal Education Council**
  - College members of the AEC regularly attended meetings of Ontario College’s Indigenous People’s Education Circle (IPEC).
  - Algonquin College co-hosted the 5th Annual Aboriginal Graduate Honouring Ceremony on April 30, 2013. This is an annual event that is co-hosted by Carleton University, Heritage College, and Algonquin College to acknowledge the academic accomplishment of 59 graduates of Aboriginal descent from each of the regional post-secondary institutions; 45 graduates from Algonquin College alone. AEC co-chair and VP SS, Laura Stanbra, provided the official welcome and AEC member, Barbara Sevigny, served as the Inuit Elder for the event.

- **Goal 2: Algonquin College will continue to embed Aboriginal programs, activities and initiatives into their core programs, structures, policies and processes.**
  - The College used the guidance of AEC to improve several internal procedures that significantly impact Aboriginal students (e.g., the procedure for identifying students to be automatically opted-out of the student dental and health benefits coverage based on Aboriginal self-identification).
  - Algonquin’s Workforce and Professional Development Department (WPD) secured funds to support several positions within counselling, employment services and the Registrar’s Office.

- **Goal 3: Aboriginal students at Algonquin College engage in their most optimal learning experience.**
  - WPD completed a comprehensive analysis of the performance of Aboriginal students from 2009 – 2013 and shared data with Communities and the Ministry identifying key action items to be further discussed with stakeholders.
  - The Mamidosewin Centre regularly hosted events to promote awareness and respect of First Nations, Metis, and Inuit cultures. The marquee event was a traditional PowWow on March 20, 2014 in the Marketplace Food Court. This event was designed to provide Aboriginal students with the opportunity to proudly showcase their culture to the entire community, while promoting Aboriginal performance and ceremony to the mainstream College community.
  - WPD partnered with external communities to provide a funded academic/vocational assessment process that identifies a career path for prospective Aboriginal students at risk.
Goal 4: Aboriginal students’ education journey is linked to communities and employment opportunities

- WPD launched a number of initiatives designed to promote employability among Aboriginal graduates, including:
  - Securing funds from the MTCU First Generation initiative to support Developmentor Employment Readiness program for Aboriginal learners.
  - A six week workshop series, presented by Aboriginal business owners, designed to assist Aboriginal learners to develop entrepreneurial skills.
  - Being an active member at the Aboriginal Apprenticeship Board of Ontario.
  - Securing funds to train employment counsellors in local Aboriginal communities on trade occupations and apprenticeship.
  - Gaining access for Aboriginal communities on Labour Market Ottawa.
  - Engaging the Treasury board of Canada and City of Ottawa to promote the Federal Student Work Experience Program (FSWEP) among Aboriginal students.

4. Dialogue with College President

On April 1 2014, Dr. Kent MacDonald, President, joined the AEC for a 30-minute round table discussion. He noted how proud he and the College’s Board of Governors are of what the AEC is doing and has accomplished. President MacDonald made recommendations to AEC members for further exploration and discussion on topics such as increased Elder involvement throughout convocation and recognizing the ancestral heritage and presence (e.g. incorporating into Algonquin’s 50th Anniversary in 2017 and developing a communication strategic for new applicants). Dr. Kent MacDonald also spoke to the importance of the differentiation of success, and goodwill on campus and emphasized his commitment to balancing access, quality and costs for Aboriginal students.

5. Student Participation in AEC Activities

Throughout the year, Aboriginal students were encouraged to participate in AEC meetings and provide feedback to the AEC about the performance of Algonquin’s programs and services in supporting their success. On February 4, 2013 two students submitted their names for membership on the AEC. One student member remained on the AEC for the 2013-14 academic year. 10 students attended the February 3, 2014 info-sharing circle and 2 students attended the March 3, 2014 info-sharing circle.
TERMS OF REFERENCE

ABORIGINAL EDUCATION COUNCIL

Preamble

The Aboriginal Educational and Training Strategy (AETS), as established by the Ministry of Training, Colleges and Universities (MTCU), is Ontario's Aboriginal Education Strategy and was launched in January 2007 with the release of the First Nation, Métis and Inuit Education Policy Framework. Its purpose is to help close the educational gap between Aboriginal and non-Aboriginal students and to increase knowledge and awareness about Aboriginal histories, cultures and perspectives among all students.

The Aboriginal Education Councils (AEC) were established to assist individual Colleges and Universities in implementing this strategy. The Terms of Reference for each AEC are based on the AETS Terms of Reference.

1. Relationship of the Aboriginal Communities with the College

It is the intention of this partnership between Algonquin College and the Aboriginal communities to serve the needs of the Aboriginal communities by identifying and articulating priorities for programs and services intended to enhance the successful recruitment, admission, retention, graduation and employability of Aboriginal students.

2. Relationship to the College

The Aboriginal Education Council is established to advise the President, Management and Faculty of Algonquin College on educational issues affecting the Aboriginal student population and the relationship between the College and the Aboriginal community at large. The Council shall serve as a resource on all subjects relating to the education and support needs of the College’s Aboriginal population, both in “Aboriginal-specific” and “mainstream” programming and services. The AEC shall serve as the primary consultative resource on all subjects relating to the education and support needs of the College’s Aboriginal population.

3. Membership

The Council shall consist of 4 representative members of Algonquin College*; a minimum of 2 Student representative members (preferably one new student, and one returning student); 4 representative members of Aboriginal organizations and 3 representative members from Aboriginal communities. (See list of Aboriginal organizations and Aboriginal communities, Appendix II.)
Elders are ex officio members of the Council and are non-voting.

Membership shall be for a three (3) year staggered term for representatives of the Aboriginal organizations and communities; and a one (1) or two (2) year term for the Aboriginal student representative(s).

The President of the College will be represented on an ongoing basis by his/her designate, currently the Vice President, Student Services, Algonquin College.

Faculty and staff of the College shall function as resource personnel to provide advice and information when officially invited by the Co-Chairs of the AEC.

4. Leadership

The Algonquin College AEC shall have two Co-Chairs. One Co-Chair will be drawn from representatives of the Aboriginal organizations or communities who are members of the AEC and the other being a representative member of Algonquin College. The Aboriginal Co-Chair will be chosen by nomination and election by the representative members of the Aboriginal organizations and communities present. The Aboriginal Co-Chair may not be an employee of Algonquin College.

The length of the term for the Aboriginal Co-Chair position is a two-year term with possibility for renewal for an additional two-year period. The College Co-Chair is the President’s designate, currently the Vice President, Student Services. The Co-Chairs will be confirmed at the September meeting of the academic year. The duties of the Co-Chairs are listed in Appendix I.

5. Role of the Task Group of the Council

The Task Group of the Council (TG) is a 5-member Task Group composed of the Co-Chairs and three representative members of the Aboriginal organizations or communities. The TG meets as and when required to advance the agenda of the AEC. The members of the TG are selected by the AEC as a whole, with the exception of the President’s designate, and serve at the discretion of the AEC. Generally the TG assists in defining the mission, scope and overall strategy of the AEC. The TG receives and acts upon recommendations from the AEC on activities conducted and establishes the priorities for the year. The TG provides guidance to the AEC on focusing the measurement of the organization’s results in the community. Ultimate decisions are made by the AEC with the TG providing a rapid response capacity.
6. **Representation and Advice**

The representative members of the designated Aboriginal organizations and communities (Appendix II) shall be selected by each organization according to the process most appropriate to their organizational structure and operations. While these representatives are not speaking officially for their constituents, they are expected to represent the perspectives of their respective organizations/communities in the deliberations of the AEC.

The Aboriginal representatives should be in a position to know and reflect the concerns and educational needs of their constituents, to bring these needs and concerns to the attention of both the AEC and their organization, and, by these actions, to influence senior management and thereby the delivery of programs and services offered by the College.

The representation of Aboriginal organizations/communities shall also be responsible for forwarding information on the activities of the College to the appropriate individual at each organization/community. The individual representative, the College, and the Aboriginal organization/community shall all benefit from the establishment and maintenance of such an information and communication network.

7. **Quorum**

A quorum shall be 50% of the Council members in attendance. A member’s vote cannot be delegated.

8. **Attendance**

Where a member does not attend two consecutive meetings, one of the Co-Chairs will make an effort to contact the individual to determine if he/she wishes to remain a member. If the person wishes to be removed, and has been holding an Aboriginal organization/community seat, one of the Co-Chairs will contact the relevant organization/community and ask that it nominate a new representative. If the absentee member sits on the Committee of the Council (CC), the AEC will determine if they will fill the seat as soon as possible or wait until the subsequent meeting to determine new membership.

9. **Responsibilities**

The AEC shall:

1. Promote the educational needs and interests of Aboriginal students and communities at all times and put forward policies for adoption by the AEC, the President, and ultimately the Board of Governors.

2. Provide advice and support to the Aboriginal student body, as necessary.

3. Promote Aboriginal representation on governing bodies at Algonquin College.
4. Review data and statistics on the recruitment and retention of Aboriginal students to better meet the needs of Aboriginal students. The AEC shall assist the College in gathering the appropriate data so as to identify Aboriginal priorities.

5. Receive and exchange information on new and existing programs and services provided by the College that have particular relevance for Aboriginal students.

6. Promote the College programs and services in the Aboriginal organizations and communities.

7. Develop a three-year plan of action to implement the AEC’s mandate, and review/revise the Action Plan of action on an annual basis.

8. Maintain a liaison with Aboriginal communities and their educational organizations.

9. Be informed of financial planning with regards to all externally-generated funds designated for Aboriginal education, research, programs and services throughout the College.

10. Periodically review and revise the Terms of Reference in order to better meet its needs and mandate.

10. Meetings

The Council shall meet during the following months:
- Late September
- Early November
- Early December
- Late January
- Early March
- Mid-May

Specific calendar dates will be set as soon as the student representative members’ timetables are known for each academic term.

Algonquin College shall provide appropriate administrative support services and meeting expenses for the AEC for the purpose of developing minutes, agendas and materials for AEC meetings.

Minutes and attachments from all meetings shall be distributed to the members of the Council.
11. **Decision-Making**

Motions require a proposer, a seconder, and a vote. In the event of a tie, a decision will be deferred and a second vote held at the next meeting.

Only those who are identified representative members of the AEC shall vote and participate in deliberations.

12. **Accountability**

An annual report on AEC activities is to be prepared by the Co-Chairs and presented to the President of Algonquin College.
Appendix I – Duties of the Co-Chairs

The Co-Chairs of the Aboriginal Education Council:

- Set the agenda for the meeting;
- Keep the meeting on time so the agenda can be completed;
- Ensure that action points are acted on;
- Ensure that motions have a proposer, a seconder, and a vote. In the event of a tie, a decision will be deferred and a second vote held at the next meeting;
- Represent the group in other forums, as required;
- Represent the voice of the AEC;
- Act as facilitators of the meeting, focusing on the flow of the meeting and encouraging the participation of everyone. As facilitators, some of what the Co-Chairs will focus on includes:
  - Keeping the meeting focused;
  - Facilitating open discussion among the Council members;
  - Encouraging constructive discussion and debate;
  - Allowing new ideas or points to be raised without judgment;
  - Maintaining order so only one person speaks at a time;
  - Maintaining balance so everyone participates;
  - Dealing with challenges should any arise during the meeting;
  - Ensuring that views, positions and arguments are understood;
  - Recognizing contributions and participation;
  - Evaluating the meeting effectiveness and how it could be improved.
Appendix II – Listing of Aboriginal Organizations and Communities

Aboriginal Organizations

Aboriginal Nurses Association of Canada
Assembly of First Nations
Cree School Board
Inuit Tapiriit Kanatami
Métis Nation of Ontario
Native Women’s Association of Canada
Odawa Native Friendship Centre
Wabano Centre for Aboriginal Health
Minwaashin Lodge – The Aboriginal Women’s Support Centre
(Others to be added)

Aboriginal Communities

Ahkwesahsne Mohawk Board of Education
Algonquins of Pikwaknagan
Kitigan Zibi Education Sector