**Durham College Indigenous Advisory Circle Meeting**

**Minutes**

June 27, 2023

Zoom Meeting

3:00 - 4:00 p.m.

**Present:** Amanda Banning**,** Brandon Carson, Michelle Evans, Claire Kearns, Jennifer Martin, Mandy Nakashima, Gary Paulin, Julie Pigeon, Shirley Williams, Cecile Wagar, Debbie Johnston (guest) Elaine Popp, Tara Koski, Angela Werner

**Regrets:** Kevin Baker, Mackenzie Bodnar, Angela Duckworth, Victoria Heard, Jeremy Kolodziej, James MacKinnon, Melanie Martin, Cassie-Jean Dillon, Karli Robertson

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| 1. | **Opening Remarks and Introductions of Guests**   * Tara provided opening remarks to the group * Tara provided a Land Acknowledgement | Tara Koski |
| 2. | **Elder Shirley Williams Opening Prayer**   * Elder Shirley provided an opening prayer | Elder Shirley Williams |
| 3. | **Indigenous Alumni Update**   * Cassie-Jean Dillon was not able to attend the meeting so the item will be moved to the next meeting date | Cassie-Jean Dillon |
| 4. | **Request for Collaborative Support**   * Video from faculty member Teresa Goff was played to the group * In the absence of staff in the First Peoples Indigenous Centre (FPIC), Teresa’s request was to seek support from the Advisory Circle to host Pamela Post on campus around National Day for Truth & Reconciliation for a second year. * Amanda asked if there could be more local representation at the event and suggested Annette Francis from Alderville First Nation or Jacob Powless, a recent Durham College Indigenous graduate who is working in the field * Mandy agreed that Jacob Powless would be able to bring a unique perspective * Group consensus on providing this feedback to Teresa Goff | Teresa Goff (via asynchronous video) |
| 5. | **Office of the Registrar**   * Debbie Johnston provided an update to the Circle from the Office of the Registrar Indigenization Council working group * Objective was to identify a way to hold Indigenous student seats in popular programs * For winter 2024 semester, Debbie suggested holding ten seats in the Nursing, Social Service Worker and Early Childhood Education programs; if applicants meet requirements for the program, they will be given the seats prior to the equal consideration date; after equal consideration, it would be on a first come, first served basis * Would begin as a pilot project with the potential to include more programs in subsequent semesters * Julie raised concerns with supporting such initiatives until there are Indigenous support staff in place in the FPIC * The Office of the Registrar would require at least six months lead time to begin the process; if consensus is to delay until FPIC support staff are hired, the pilot project could not begin until Fall 2024 * Group discussion on the what Laurentian and Waterloo are doing to support Indigenous students; **Debbie will look into the supports at Laurentian and Waterloo for informing our next steps on holding Indigenous seats and providing tuition assistance** * Elder Shirley agreed that support staff would need to be in place ahead of the pilot project * Group consensus to hold off on initiating the pilot project until support staff have been hired in the FPIC * Group discussion for the need for Indigenous courses to be delivered in-person**; Debbie to share the suggestion for Indigenous courses to be delivered in-person with the Faculty of Health administration** | Debbie Johnston |
| 6. | **Convocation**   * Debbie asked the Circle for their thoughts on having a pin designed by an Indigenous artist to be given as a gift to Indigenous graduating students * Julie commented that the stoles were originally created with the intent of gifting them to students * Group consensus to wait until support staff are in place in the FPIC to guide this process | Debbie Johnston |
| 7. | **External Co-Chair**   * Amanda Banning indicated an interest in becoming the external Co-chair for the Circle * Group consensus that Amanda will be the new Co-chair * Group consensus for Nicola Edgar to join as a new member of the Circle * **Angela to work with Amanda to set dates for agenda review and future meetings of the Circle in September, December, March and June** * **Angela to invite Nicola Edgar to subsequent Circle meetings** | All |
| 8. | **Staffing Update**   * Tara asked the Circle for input on functions and responsibilities of the two support staff positions * Julie said changes to the responsibilities of the support staff positions were not necessary; the hiring of the two support positions should be priority at this time * Group discussion on ensuring the individuals who are hired feel supported/safe at Durham College * Tara is working with Human Resources to provide cultural safety training for employees; looking at a full-day provided by George Couchie; available to Indigenization Council and supervisors * Mandy asked about whether FPIC support staff would be paid at a similar rate to other coaching positions at the College * Amanda said curriculum related requests and recruitment efforts were a large portion of the job * Group discussion on new role of Indigenous Curriculum Specialist responsibilities in this area * Michelle suggested more conversations could take place after staff are hired in the FPIC; training would need to align with UNDRIP * Group discussion on need to ensure candidates for support staff positions are able to verify connections with an Indigenous community * Michelle said some institutions are using a letter from community or lived experience references in Indigenous job postings; ensure institutional protection in terms of acceptable identity validation * Michelle suggested a smaller group review the postings and bring back to Circle for information * Tara has been gathering relevant job postings from other institutions and would appreciate a small working group to help review the postings and potentially participate on the hiring panels * Gary, Julie and Amanda volunteered to assist on the small working group * Tara asked whether it would be preferential to post the administrative position in advance of the support staff positions so the individual would be responsible for hiring the two roles * Group discussion on whether approval had been granted for an administrative position and two support staff roles in the FPIC * Elaine commented that three roles in the FPIC had been approved in principle, but that they were looking for more fulsome position descriptions to better understand what each of the four roles would be responsible for, given the new Indigenous Curriculum Specialist would be focused on the academic side of the institution * Mandy mentioned members of Bawajiigewin may be willing to review the postings if needed * Group discussion on the possibility of posting all four positions at the same time as a “cluster hire” to ensure applicants were aware of the community of Indigenous employees at the college * Brandon volunteered to be on the hiring panel for the Indigenous Curriculum Specialist position * Cecile agreed that “cluster hiring” would be a good idea * Group consensus to post all of the Indigenous roles at the same time * Michelle said the college needs to ensure they cast a wide net with the job postings * Elder Shirley suggested the posting could be added to the Ontario Native Education Counselling Association (ONECA) website | All |
| 9. | **Indigenization Council Representation**   * **Employee Recruitment, Onboarding and Professional Development –** Amanda Banning, Gary Paulin, Brandon Carson * **Office of the Registrar –** Still looking for membership * **Communications and Events –** Mandy Nakashima * **Curriculum Development side –** Bernard Leroux * **Angela will prepare a follow up email regarding Indigenization Council Working Group membership and other volunteer opportunities** | All |
| 10. | **Elder Shirley provided a closing Prayer** | Elder Shirley |
| 11. | **Action Items**   * **Debbie will look into the supports at Laurentian and Waterloo for informing our next steps on holding Indigenous seats and providing tuition assistance** * **Angela to work with Amanda to set dates for agenda review and future meetings of the Circle in 2023 -2024 academic year.** * **Angela to invite Nicola Edgar, role, with Mississaugas of Scugog Island First Nation to subsequent Circle meetings** * **Angela will prepare a follow up email regarding Indigenization Council Working Group membership and other volunteer opportunities** |  |