

The Trent Aboriginal Education Council Terms of Reference

Revised: March 11, 2015

This document describes the mandate, authorities, responsibilities, composition and management processes of the Trent Aboriginal Education Council.

1. Mandate

It is recognized by the Government of Ontario and Trent University that they must involve Aboriginal peoples in all facets of education affecting Aboriginal peoples at the University ranging from the establishment of academic and program goals through delivery and monitoring of ongoing projects and academic programs.

The nature of academic institutions which rests firmly on the principles of freedom of inquiry and teaching, and the desire of Aboriginal peoples to gain control and/or significant influence over the educational processes affecting their people. This has the potential for both significant difficulties and benefits. The Council and the University agree to conduct this relationship on the basis of mutual benefit and respect, creating an atmosphere of collaboration and cooperation.

The Council has the collective responsibility to represent and further the needs and interests of the Aboriginal community at all times. The Council as a decision making body has an ongoing relationship with the Board of Governors and the Senate.

More specifically, the Council is established to pursue the following objectives:

1. encourage the development of a university environment which will foster full access, participation and success for Aboriginal students in Trent academic programs, recognizing the importance of the relationship between Aboriginal cultural identity and the positive impact upon personal and collective development;
2. facilitate the increased participation of Aboriginal students in the academic and social life of Trent thereby enriching all aspects of the intellectual and cultural life of the university.
3. oversee and assist in the design, development, implementation and evaluation of programs of study and research created to address the educational needs of Aboriginal peoples; The council will work with the academic approval

processes of the university.

4. Meaningfully engage with Aboriginal communities and organizations with respect to education at Trent.

5. guide and assist the, President, Provost and the Associate Vice-President of Human Resources with the recruitment, development and retention of Aboriginal faculty members and staff and make known the commitment of Trent to employment equity and pay equity.

In pursuit of these five objectives, the Council will:

a. Prepare, revise and update (every five years), the comprehensive plan of action regarding Aboriginal education at Trent. This plan should be reflective of the current and future needs of Aboriginal communities and outline a role for Trent in meeting these needs. This plan will be placed before the Faculty Board of Faculty Council, the Senate and the Board of Governors;

b. Identify and address issues, which affect the quality of education for Aboriginal students at Trent;

c. Develop, authorize, and monitor on an ongoing basis, with the concurrence of the Board of Governors and the Senate as necessary, plans of action to address the issues identified in b, in order to ensure continued relevance and effective implementation.

d. Monitor projects/programs/services initiated as a result of decisions made by the Council and to take action as appropriate.

e. Approve and review the expenditure of the MTCU, [PEFAL](#), [Student Success Fund Initiative](#) funds designated for the implementation of Aboriginal programs and services at Trent.

The Aboriginal Education Council reserves the right to:

- review,
- comment on,
- express approval or disapproval
- make recommendations for change in the design, development and implementation of appropriate and relevant Aboriginal education programs, research projects, and student services for Aboriginal students and on subjects concerning Aboriginal education as projected for delivery at Trent.

With respect to academic programs and students services for the Aboriginal community, the council will exercise its responsibilities through the development and monitoring of the comprehensive plan and the addition of the Council's

comments on proposals concerning Aboriginal issues through the appropriate university bodies. These comments will be communicated to the relevant review body by the Co-Chairs of the Council or designate.

With respect to research, the Council will exercise its responsibilities through participation in the ethical review of research process at Trent. The Council, in collaboration with the VP Research will designate one of its members to sit as a member of the Ethics Review Board to participate in the review of Aboriginal research.

II. Structure of the Council

1. Membership

The official membership of the Council will include:

(a) One representative named by and from among each of the following:

Curve Lake First Nation
Hiawatha First Nation
Alderville First Nation
Scugog First Nation
Tyendinaga First Nation
Nogojwanong Friendship Centre
Nijkiwendidaa Anishnaabekwewag Services Circle
Metis Nation of Ontario
Georgina Island First Nation
Rama First Nation
[Peterborough and District Wapiti Metis Council](#)

Individuals or representatives from other Aboriginal communities and organizations may be added to this list by decision of the Council.

(b) Three Trent Student representatives; one named by the Trent University Native Association (TUNA), one named by the Trent Central Student Association (TCSA) and one named by the Supporting Aboriginal Graduate Enhancement Association (SAGE)

(c) Seven Trent faculty and staff representatives, named by the President, including the President, or [designate](#), the Provost, the Chair of Indigenous Studies (or designate), the Director of the First Peoples House of Learning and three others; The Trent representatives shall include at least one member of the Senate and one member from the Board of Governors.

(d) The Chair of the Traditional Council

2. Terms of Office

All members will normally serve for three years from their date of appointment. Members will be eligible for reappointment. Student members should be appointed on a yearly basis at the start of the winter term.

3. Leadership

(a) The Council shall choose two co-chairs; one co-chair will be from the official Aboriginal community representatives; one co-chair will be from the official Trent representatives. The term of office will be for three years. Co-Chairs may be reappointed.

(b) The council will choose an Executive Committee composed of the Co-Chairs, the Chair of Indigenous Studies, the Director of the First Peoples House of Learning, three community members and one student, all of whom must be official members of the AEC. The Executive Committee will be able to exercise all the powers of the council between meetings of the council.

(c) The Council may appoint subcommittees as necessary for the carrying out of its mandate. The members of the subcommittees should consist of members of administration, faculty, student and Aboriginal community representatives. The members of subcommittees do not have to be members of the Council. Committees of the Council are advisory to the Council and are expected to work under the general direction of the Council. A current member of the Council shall be appointed by the Council as a liaison between the Council and the subcommittee.

(d) Trent will provide secretariate services through the Department of Indigenous Studies and First Peoples House of Learning to the Council and its committees as necessary and as appropriate, and within available financial resources.

4. Council/Trent Relationship

(a) The Council will work with the President and the Trent senior administrators, governance councils and committees as appropriate for the carrying out of its mandate.

(b) Recommendations of Council requesting action by the Board of Governors will be referred to the President via the Co-chairs. The President shall then convey them to the Board.

(c) Recommendations requesting action at the Senate will be referred to the

President via the Co-Chairs. The President or the Provost shall then convey them to the Senate.

(d) Recommendations requesting action at the Faculty Board will be referred by the Co-Chairs to the Chair, Indigenous Studies. The Chair, Indigenous Studies will then convey them to Faculty Board.

(e) Recommendations requesting action under the student services portfolio will be referred by the Co-Chairs to the Director, First Peoples House of Learning, which may require further action by the Associate Vice-President, Students.

(f) The Council and/or AEC Executive Committee meet at least annually with the Executive Committee of the Board of Governors and Executive Committee of Senate to discuss matters relating to the relationship between Aboriginal peoples and Trent.

(g) The Council will report annually to its members.

5. Meetings

(a) Decision-making will be by consensus. Only those who are identified as official members of the Council shall participate in deliberations.

To identify a consensus, the meeting chair will state the decision as s/he understands it for the record.

In the case where there is not a clear consensus, the meeting chair should first ask every official member in attendance to state her/his opinion on the subject at hand. If no consensus exists, the meeting chair may table the decision until the next meeting.

(b) Quorum will consist of a simple majority of the official membership of the Council, **of those present must be a simple majority of** official members representing the Aboriginal community.

(c) Meetings of the council will be open. Guests may participate in the discussions at the invitation of the council. Persons wishing to make a presentation at a meeting of the Council may contact one or both of the Co-Chairs or the Secretary of the of the Council at least two weeks before the set meeting of the council in order to be placed on the agenda. Requests to be placed on the agenda must include a clear written statement of the intent of the presentation and who will be making the presentation. Students may be added to the agenda upon request to the co-chair.

(d) Meetings of the council will take place not less than 3 times a year at least

one in person. Meeting and official communication may be conducted electronically or by conference telephone calls.

(e) Members of the Council and its committees will be reimbursed, subject to availability of designated financial resources, for travel and lodging expenses, using Trent financial guidelines for attendance at meetings.

(f) At the start of each meeting, the co-chairs will advise who will chair the meeting.

6. Amendments

Except for provisions dealing with mandate, membership and relations with the Senate and the Board of Governors, these this document will be reviewed every three years and be amended as necessary and appropriately by the Council.

The document was revised and adopted by the Trent Aboriginal Education Council on [March 11, 2015](#).