



INDIGENOUS COMMUNITY ADVISORY CIRCLE

February 2025

Terms of Reference

1.0 Land Acknowledgement

1.01 The University of Winnipeg (the “University”) is located on Treaty One Territory and the National Homeland of the Red River Métis, in Wiiniibak, Manido Abi. We acknowledge these are the ancestral lands of the Anishinaabeg, Anisiniwew, Ininiwak/Nehethowuk, Oceti Sakowin/Dakota Oyate, and Michif (Métis) Peoples, that our water is sourced from Shoal Lake 40 First Nation in Treaty Three Territory, and that most of our hydro-electricity comes from Treaty Five Territory in northern Manitoba.

2.0 Background

2.01 On November 28, 2011, the Board of Regents passed the Indigenous Advisory Circle Policy, thereby establishing the institutional Indigenous Community Advisory Circle (the “ICAC”). The ICAC evolved from the Masters of Development Practice Indigenous Advisory Circle constituted in September 2010, to guide the development of the MDP program. In 2022, the ICAC was terminated; in 2024, a closing ceremony was held for former members, and, in 2025, the body was reinstated.

3.0 Mandate

- 3.01 The ICAC is a visionary and advisory body reporting to the AVP, Indigenous Engagement, meant to ensure local external Indigenous community input into important matters at the University, including but not limited to reconciliation, Indigenous excellence, governance, programming, and service delivery. The body advises the Associate Vice-President, Indigenous Engagement; senior administrators (including the President and Vice-Chancellor, and the Chancellor); the Board of Regents; Senate; and the broader University community, as needed.
- 3.02 The overarching goal of the ICAC is to ensure the inclusion of Indigenous Peoples’ perspectives in the governance of the University, and to advise on steps to Indigenize governance structures, processes, and practices of the University. The ICAC shall assist the University in meaningfully addressing the Truth and Reconciliation Calls to Action and the Missing and Murdered Indigenous Women, Girls, and Two-Spirit Calls for Justice.

4.0 Responsibilities

The responsibilities of the ICAC are as follows:

- 4.01 Provide vision, leadership, guidance, oversight, and accountability on issues impacting the University’s Indigenous community, external Indigenous community, as well as the general University community;



- 4.02 Assist in ensuring that the University and its governance and administrative structures, policies, processes, programs, services and initiatives are guided by the collective experience and wisdom of Indigenous Peoples and reflective of a commitment to reconciliation and Indigenous excellence. For example, program/service leads could seek an audience with the ICAC when brainstorming new initiatives or revising existing ones;
- 4.03 Advise on matters related to local, national and international Indigenous communities and advance meaningful community engagement with Indigenous Peoples, leaders, organizations, and communities;
- 4.04 Assist the Associate Vice-President, Indigenous Engagement and the University to further the strategic priority of Indigenous Excellence and reconciliation, including but not limited to mobilizing the Truth and Reconciliation Calls to Action, Missing and Murdered Indigenous Women, Girls, and Two-Spirit People Calls to Justice, United Nations Declaration on the Rights of Indigenous Peoples, etc.);
- 4.05 Provide counsel to the Associate Vice-President, Indigenous Engagement, including but not limited to institutional policy development and review, efforts related to the repatriation and repatriation of Indigenous Ancestors, Indigenous identity considerations, strategic planning, community engagement, etc.);
- 4.06 Assist the University in improving access, retention, and completion rates for Indigenous Peoples;
- 4.07 Serve as informed advocates for the University in the community;
- 4.08 Advise on fundraising priorities to support Indigenous excellence and reconciliation;
- 4.09 Liaise with the University Indigenous Academic Advisory Committee (IAAC) to the Provost and Vice-President, Academic to advise on community needs to align Indigenous academic programming, decolonize academic programming and pedagogy, strengthen Indigenous-centred and community-based research;
- 4.10 Liaise with any University Indigenous governance body that may be constituted subsequent to the reinstatement of the ICAC; and
- 4.11 Monitor and report regularly to the University Community on the implementation and impact of ICAC recommendations and efforts.

5.0 Structure, Membership and Term of Appointment

- 5.01 The Associate Vice-President, Indigenous Engagement shall be responsible for appointing all members of ICAC, after consultation with the President, and shall make such appointments with the objective of maintaining a broad range of Indigenous Peoples external to the University in the Province of Manitoba, and so shall be comprised of not fewer than eleven Indigenous people who, as much as possible, represent:



- a balance in genders and sexualities;
- First Nations, Métis and Inuit communities;
- Indigenous representative organizations and governments (e.g. SCO, MKO, MMF, MIA, Tunngasugit, Winnipeg Indigenous Executive Circle), Elders/Knowledge Carriers, and youth representatives; and
- urban, rural and northern perspectives.

5.02 The Associate Vice-President, Indigenous Engagement shall appoint the Chair of ICAC.

5.03 The Chair of the ICAC shall appoint the Secretary from among its members.

5.04 The ICAC shall be supported by the Associate Vice-President, Indigenous Engagement, the Office of Indigenous Engagement, and the President's Office.

5.05 An elected representative of the University Board of Regents shall be invited to attend and participate in meetings. Likewise, the Chair of the ICAC will be invited to attend and participate in the open session of Board of Regents' meetings.

5.06 An elected representative of the University Senate shall be invited to attend and participate in meetings. Likewise, the Chair of the ICAC will be invited to attend and participate in the open session of Senate meetings.

6.0 Terms

6.01 ICAC members consult regularly with Indigenous and non-Indigenous governments, organizations, communities and peoples locally, regionally, and more broadly, and make recommendations to the Associate Vice-President, Indigenous Engagement, and other UW leadership (noted above), to assist the University in achieving the goals outlined in section 4.0.

6.02 The ICAC operates by consensus. A quorum is represented by a simple majority (6) of the current members being present at a duly-called meeting.

6.03 The length of an ICAC member's term is three years; a member may be re-appointed a second time, with the total membership not to exceed six years.

6.04 Vacancies will be filled in a timely manner, as they arise, via appointment by the Associate Vice-President, Indigenous Engagement.

7.0 Meetings

7.01 Meetings of the ICAC will be held in Winnipeg four times annually, on or around the summer and winter solstices (June 21/December 21) and spring and fall equinoxes (March 21/September 21). Additional meetings may be called and business may be discussed via email, as required. Meetings will be hybrid to accommodate the virtual participation of those who may be unable to attend in person. Effort will be made to participate in person.



- 7.02 Dates of the meetings are determined by the Office of Indigenous Engagement in consultation with the ICAC, and shall be determined and communicated a minimum of one month prior to the meeting date. Meeting packages are distributed at least one week prior to each scheduled meeting.
- 7.03 ICAC members are invited to attend the open session of Board of Regents meetings as observers, as Board of Regents members are invited to attend ICAC meetings as observers, with advanced approval. The University Secretary, as the secretariat to the Board of Regents, is responsible for extending invitations to Board of Regents' meetings.
- 7.04 ICAC members are invited to attend the open session of Senate meetings as observers, as Senate members are invited to attend IAC meetings as observers, with advanced approval. The University Secretary, as the secretariat to Senate, is responsible for extending invitations to Senate meetings.

8.0 Commitment

- 8.01 In the event that a member of the ICAC is absent from two consecutive meetings, the Chair will request clarification of the member's intention to remain on the ICAC and to resume regular attendance and participation. Depending on the response (or lack thereof), the member may be understood to have effectively resigned from the ICAC and will be given communication to this effect in writing, by letter or by email.

9.0 University Bylaws and Policies

- 9.01 The members of ICAC shall at all times act in accordance with University Bylaws and Policies, Procedures, Guidelines and Terms of Reference.

10.0 Remuneration

- 10.01 The members of the ICAC serve without remuneration, and no member will directly or indirectly receive any financial benefit from serving as a member. Members who live outside of Winnipeg may claim expenses, such as travel to Winnipeg, in accordance with University policies, including the Travel, Hospitality and Business Expenditures Policy and Procedures.

11.0 Conflict of Interest

- 11.01 ICAC members are responsible for preventing real or perceived conflicts of interest to protect the integrity of the University and the ICAC. Failure to declare a real or perceived conflict of interest may result in the end of the member's appointment to the ICAC.
- 11.02 Members must sign a Code of Conduct and Performance Declaration annually as required by the University.



12.0 Review

12.01 These terms of reference will be reviewed and updated by the Associate Vice-President, Indigenous Engagement, at least, every three years, in consultation with the President.