



**Indigenous Education Council**

Wednesday April 30, 2025

10:30am – 12:00pm

Microsoft Teams Meeting

**Draft Agenda**

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| 10:30 – 10:40am | Opening – Barbara Dumont-Hill   |
| 10:40 – 10:50am | Introductions and Welcome New Members (Circle)  |
|                 | <ul style="list-style-type: none"><li>• Introduction and Welcome to new President, Wisdom Tettey</li></ul>  |
| 10:50 – 11:00am | Terms of Reference Revisions  |
|                 | <ul style="list-style-type: none"><li>• One (1) Elder position to be added to Indigenous Community Member list</li></ul>  |
| 11:00 – 11:15am | Indigenous Land Based Learning Updates and Courses  |
|                 | <ul style="list-style-type: none"><li>• Cambridge Bay Trip with Inuit Students (March)</li><li>• Two-Spirit Sundance Trip with 2S Students (August)</li><li>• Peru Trip with Students (April)</li></ul> |
| 11:15 – 11:20   | Newly Approved Indigenous Identity Verification Policies  |
| 11:20 – 11:25   | Buffy Sainte-Marie Honorary Doctorate Update  |
| 11:25 – 11:35   | Tuition and Housing Agreement for Algonquin Students  |
| 11:35 – 11:50am | Indigenous Data Sovereignty Project – Office of the AVP – Indigenous Teaching, Learning, and Research   |

**Motions Submitted**

*Motion 1: Community Co-chair Position*

*Motion 2: Terms of Reference Revision- One (1) Elder position to be added to Indigenous Community Member list*

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|-----------------|-------------------------------|
| 11:50 – 12:00pm | Closing – Barbara Dumont-Hill |
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*Carleton University acknowledges and respects the Algonquin people, traditional custodians of the land on which the Carleton University campus is situated.*



**Indigenous Education Council**

Wednesday April 30, 2025

10:30 – 12:00pm Microsoft Teams Meeting

**Present:** Benny Michaud, Theresa Hendricks, Kahente Horn-Miller, Shelley Wilcox, Marie-Louise Perron, Barbara Dumont-Hill, Kris Meawasige, Irene Compton, Rylee Godin, Kasey Gottfriedson, Mary-Ann Spearing, Francine Lafontaine and Kristen Tenascon

**Special Guests:** Wisdom Tettey, Lane B, Naomi Bird, and Ali Al Ashoor

**Regrets:** Leah Ayaruk and Julie Tomiak

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**1. Opening** Barbara Dumont-Hill welcomed all attendees and opened the meeting.

**2. Introductions and Welcome New Members**

- Circle introductions were conducted.
- A warm welcome was extended to the new President, Wisdom Tettey.

**3. Terms of Reference Revisions**

- Discussion focused on a proposed revision to add one (1) Elder position to the Indigenous Community Member list.

**4. Indigenous Land-Based Learning Updates and Courses**

- Cambridge Bay
  - Update provided by Lane Bourbonniere, Indigenous Curricula Specialist, CISCE
  - Inuit students and CISCE staff engaged in land-based learning in Cambridge Bay, Nunavut with Polar Knowledge staff and community elders and guides. Students and staff worked closely with the Canadian High Arctic Research Station.
- Two-Spirit Sundance
  - Update shared by Benny Michaud, Director, Centre for Indigenous Support and Community Engagement
  - Benny Michaud will teach Carleton University's first Two-Spirit land-based learning course this summer. It will be a half credit course.
  - This is a field course and topics will include: Two-Spirit self-actualization, historic and contemporary roles and responsibilities, Indigiqueer theory, and the process of calling Two-Spirit teachings back from spirit and into the physical. It will include a one-week commitment to serve as a Helper at a Two-Spirit ceremony while living on the land.
- Trip to Peru:
  - Overview presented by Kahente Horn-Miller, AVP Indigenous Teaching, Learning and Research.
  - Four Indigenous Students travelled to Peru to engage in Land-Based Learning in the Indigenous community of Paru Paru. Students contributed to building a ceremonial



space using traditional building techniques, learned about potato farming and traditional textile production.

#### **5. Indigenous Identity Verification Policies**

- Both policies have been adopted and approved by Board of Governors
- There are 2 separate policies:
  - Hiring Policy for Positions Limited to Indigenous Candidates
  - Admissions and Awards Limited to Indigenous Candidates
- Policies will be shared with IEC members

#### **6. Buffy Sainte-Marie Honorary Doctorate Update**

- In March 2024 the Carleton IEC put forward a motion to have Carleton rescind Buffy St. Marie's Honorary Doctorate.
- The committee has been asked for further clarification on topic by the Honorary Doctorate Committee. This will be drafted and provided before the next Honorary Doctorate Committee Meeting.

#### **7. Tuition and Housing Agreement for Algonquin Students**

- Ottawa University is offering free tuition for Algonquin students beginning fall of 2025.
- The IEC recommended that Carleton pursue a similar memorandum of understanding with Algonquin Anishinaabeg.

#### **8. Indigenous Data Sovereignty**

- The Office of the AVP Indigenous Teaching, Learning and Research shared a brief update on the Indigenous Data Sovereignty project they are working on. They are currently looking to consult with community. Kristen Tenascon, Post Secondary Student Support Program Officer, and Barbara Dumont-Hill have offered to connect Kahente and her team with community members.

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#### **Motions Submitted:**

- 1. Motion 1: Establishment of a Community Co-chair Position**
  - *Mover:* Benny Michaud
  - **Outcome:** Decision to put on hold
- 2. Motion 2: Terms of Reference Revision (add one Elder position)**
  - *Mover:* Theresa Hendricks
  - *Seconder:* Shelley Wilcox
  - **Outcome:** Approved by consensus
- 3. Motion 3: That the Carleton University Indigenous Education Council recommends the Board of Governors consider implementing a tuition waiver for Algonquin students, in recognition of the Truth and Reconciliation Commission's Calls to Action and in alignment with the IEC's strategic plan and mandate.**
  - *Mover:* Shelley Wilcox
  - *Seconder:* Barbara Dumont-Hill
  - **Outcome:** Approved by consensus

<b>Policy Name:</b>	Hiring Policy for Positions Limited to Indigenous Candidates
<b>Originating/Responsible Department:</b>	AVP, Indigenous Teaching, Learning and Research
<b>Approval Authority:</b>	Vice Presidents' Academic and Research Committee and the Senior Management Committee
<b>Date of Original Policy:</b>	June 2024
<b>Last Updated:</b>	June 2024
<b>Mandatory Revision Date:</b>	June 2025
<b>Contact:</b>	Associate Vice-President (Indigenous Teaching, Learning and Research)

**Policy Statement:**

The Hiring Policy for Positions Limited to Indigenous (First Nation, Inuit, and Métis) Candidates (hereinafter referred to as the "Policy") is to verify the Indigenous identity of applicants who apply for employment opportunities at Carleton University that are reserved for Indigenous candidates.

**Purpose:**

The purpose of this Policy is to verify the Indigenous identity of applicants who apply for employment opportunities at Carleton University that are reserved for Indigenous candidates. It will be used in conjunction with existing hiring processes at Carleton University for faculty, contract instructors, and professional staff as applicable. This Policy aims to address the need for applicants who identify as Indigenous to follow a verification process of their claimed identity when applying for positions designated to be limited to Indigenous candidates. This verification and assessment process will maintain the integrity of Carleton University's hiring practices and will strengthen community connections, contribute to the safety of all Indigenous faculty, contract instructors, professional staff, and increase collective knowledge in academia.

**Scope:**

The Policy applies to all hiring processes for positions designated to be limited to candidates who are Indigenous (First Nation, Inuit, and Métis). The Policy does not apply to cases where offices or departments may engage an Indigenous Elder or Knowledge Keeper on an ad hoc basis. Resources for appropriately engaging Indigenous Elders and Knowledge Keepers should be made available by each department with guidance from the Office of the Associate Vice-President (Indigenous Teaching, Learning and Research), and the Centre for Indigenous Support and Community Engagement. This Policy must be read in conjunction with all applicable hiring policies, procedures, and collective agreements including the Academic Staff Hiring Policy and Carleton University the Hiring Policy for Professional Services Staff.

As Canadian universities work towards the establishment of well-rounded and culturally respectful policies for Indigenous faculty, contract instructors, and professional staff, it is paramount that the University's hiring processes for Indigenous specific positions be conducted in good faith to verify the identity of applicants. This Policy is in place to ensure there is a clearly defined way to address potential Indigenous identity fraud.

Carleton University is strongly committed to fostering diversity within its community as a source of excellence, cultural enrichment, and social strength. In accordance with the University's Employment Equity Program and pursuant to Section 14 of the Ontario Human Rights Code, some designated positions will be limited to candidates who are Indigenous. All positions at Carleton University are competitive and hiring committees will make their selections from the most qualified candidates. Indigenous candidates who are women, persons with disabilities, and persons of any sexual orientation or gender identity and expression are always encouraged to apply and self-identify.

**Procedure:**

**Requirements to Confirm Indigenous Identity:**

When recruiting and hiring an Indigenous candidate for a position specifically reserved for Indigenous candidates only, proof of identity will be required as a mandatory part of the hiring process whether it be through lineage or community relations. Candidates will be required to provide a declaration attesting to being Indigenous and will be required to submit information documentation as outlined in either Categories 1 or 2 below as applicable, and provide the mandatory documentation as outlined in Category 3.

**Category 1: Status, Beneficiary, or Citizenship Documentation**

For the purpose of the application, one of the following will be accepted as supporting documentation of Indigenous identity:

- a certified copy of an Indian Status Card issued by Indigenous Services Canada that is current and not expired;
- a certified copy of Métis Nation Citizenship from any one of the following Métis governments:
  - Métis Nation of Ontario
  - Métis Nation Saskatchewan
  - Métis Nation of Alberta/Otipemsiwak Métis Government
  - Métis Nation British Columbia
  - Manitoba Métis Federation
- a certified copy of a Membership/Citizenship card from one of the Alberta Métis Settlements or the Northwest Territory Métis Nation;
- A certified copy of a Nunavut Trust Certificate card or Inuit Enrollment card associated with one of the Land Claim Agreements in the claim regions of Nunavut, Nunatsiavut, Nunavik, and Inuvialuit;
- Citizenship identification as issued by a community that has a contemporary/modern Treaty and/or self-government agreement;
- Proof an ancestor's name was entered in the Indian Register according to the Indian Act or on a band list;
- Proof an ancestor was assigned an Inuit disk number;
- Written confirmation of Aboriginal Identity from Inuit Tapiriit Kanatami or Nunavut Tunngavik Incorporated;
- Written confirmation of membership by a band that has enacted its own band membership code(s); or
- American Indian, Alaskan Native or Native Hawaiian citizenship documentation from federally recognized communities by the National Congress of American Indians (NCAI) or the Cherokee Nation's Tribal Codes.

**Category 2: Self-Declaration of Indigenous Identity**

Candidates who do not possess the documentation listed above in Category 1 must submit satisfactory proof of an ongoing relationship to a recognized Indigenous community, Nation, or People in the form of:

- A declaration of Indigenous ancestry with specific information about their First Nation, Inuit, or Métis background, treaty/comprehensive claim area, community, or organizational affiliation and an explanation for why they do not possess the documentation as itemized under Category 1; and
- A description of their experiences that demonstrates their commitment to and responsibility towards their community.

**Category 3: Mandatory Additional Documentation**

All candidates must submit both of the following documentation:

- A letter of recommendation from:

- Community or community member, Elder, knowledge keeper, or other organizational affiliation with whom the candidate has worked. It is important to note that this is not a character reference; it is a letter that attests to the candidate's personal, familial, and community Indigenous identity and belonging. It will showcase the ability, knowledge, or experience working with Indigenous peoples and their communities. Letters written by direct family members will not be accepted; and
- A personal statement that explains the applicant's identity, the reciprocal relationship to their community and the subsequent rationale, reason, and motivation for applying to the position listed.

Applicants to a position by Indigenous candidates whose Indigeneity is not clear will be asked to participate in an interview with members of an Indigenous standing committee as established by the hiring committee for the specified Indigenous position. Indigenous candidates will be expected to showcase their experience and knowledge collaborating with Indigenous people and communities as it is related to their candidature. The standing committee will provide advice to the hiring committee but will not make the final hiring decision.

Applicants who fail to have their identity confirmed to the satisfaction of the University, and the hiring committee under this Policy shall be disqualified from further consideration for the position they sought.

This Policy will be reviewed on an annual basis to reflect the needs of the University and Indigenous faculty, contract instructors, and professional staff.

**Roles and Responsibilities:**

All individuals involved in the hiring process for positions designated to be limited to Indigenous candidates are responsible for ensuring compliance with this Policy.

**Contacts:**

Associate Vice-President (Indigenous Teaching, Learning and Research)  
Indigenous Initiatives Administrator and Special Projects Coordinator

**Links to related Policies:**

Academic Staff Hiring at Carleton University  
Access to Information and Privacy Policy  
Appointments In-Residence at Carleton University  
Human Rights Policies and Procedures  
Professional Services Staff Hiring Policy

**Policy Name:** Admissions and Awards Limited to Indigenous (First Nation, Métis and Inuit) Candidates

**Originating/Responsible Department:** Admissions Services  
Awards and Financial Aid  
Office of Graduate Studies  
Centre for Indigenous Support and Community Engagement

**Approval Authority:** Vice-Presidents' Academic and Research Committee

**Date of Original Policy:** September 2024

**Last Updated:** September 2024

**Mandatory Revision Date:** September 2025

**Contact:** Director, Admissions Services  
Director, Awards and Financial Aid  
Director, Graduate Studies and Registrar, Office of Graduate Studies  
Director, Centre for Indigenous Support and Community Engagement

**Policy Statement:**

Carleton University is strongly committed to upholding the recommendations of the Truth and Reconciliation Report and those calls to action relating to education. The verification and assessment process will maintain the integrity of Carleton University's commitment to the Kinàmàgawin Strategy and will strengthen community connections. In accordance with Section 14 of the Ontario Human Rights Code, some designated program seats and awards will be limited to candidates who are Indigenous (First Nation, Métis and Inuit). This policy is to verify Indigenous identity of candidates who apply for reserved program seats, awards, bursaries, grants and/or scholarships. All admission to reserved program seats will be based on selection from the most qualified candidates.

**Purpose:**

The purpose of the *Admissions and Awards Limited to Indigenous (First Nation, Métis and Inuit) Candidates Policy* (hereinafter referred to as the "Policy") is to verify the Indigenous identity of applicants who apply to Indigenous-specific program seats or awards, grants, bursaries, and scholarships. It will be used in conjunction with existing admissions requirements and procedures. This Policy aims to address the need for candidates who identify as Indigenous to follow a verification process of their claimed identity when applying for designated program seats, awards, bursaries, grants and/or scholarships to be limited to Indigenous individuals. This verification and assessment process will maintain the integrity of Carleton University's admissions practices and will strengthen community connections, contribute to the safety of all Indigenous faculty, professional staff, students, and increase collective knowledge in academia. This Policy is in place to ensure there is a clearly defined way to address potential Indigenous identity fraud.

**Scope:**

This policy applies to students seeking a designated program seat or awards that are limited to indigenous applicants/candidates. When an applicant is applying to a program with reserved seats for Indigenous (First Nation, Métis or Inuit) candidates, or applying for awards, bursaries, grants or scholarships limited to Indigenous (First Nation, Métis or Inuit) applicants, proof of identity will be required as a mandatory part of the process. This Policy must be read in conjunction with all applicable policies and procedures.

**Procedure:**

**Requirements to Confirm Indigenous Identity:**

When considering admissions or granting of awards, bursaries, grants or scholarships limited to Indigenous (First Nation, Métis or Inuit) applicants only, proof of identity will be required as a mandatory part of the process whether it be through lineage or community relations. Candidates will be required to



provide a declaration attesting to being Indigenous and will be required to submit documentation as outlined in either Categories 1 or 2 below as applicable.

Candidates will be required to submit information and documentation as outlined in either Category 1 or Category 2 as applicable.

*Category 1: Indian Status, Inuit Beneficiary, or Metis Citizenship Documentation*

One of the following will be accepted as supporting documentation, for the purposes of the application, of Indigenous identity:

- Proof of an Indian Status Card issued by Indigenous Services Canada that is current and not expired;
- Proof of Métis Nation Citizenship from any one of the following Métis governments:
  - Métis Nation of Ontario
  - Métis Nation Saskatchewan
  - Métis Nation of Alberta/Otipemsiwak Métis Government
  - Métis Nation British Columbia
  - Manitoba Métis Federation
- Proof of a Membership/Citizenship Card from one of the Alberta Métis Settlements or the Northwest Territory Métis Nation;
- Proof of a Nunavut Trust Certificate card or Inuit Enrollment card associated with one of the Land Claim Agreements in the claim regions of Nunavut, Nunatsiavut, Nunavik, and Inuvialuit;
- Citizenship identification as issued by a community that has a contemporary/modern Treaty and/or self-government agreement;
- Proof an ancestor's name was entered in the Indian Register according to the Indian Act or on a band list;
- Proof an ancestor was assigned an Inuit disk number;
- Written confirmation of Aboriginal Identity from Inuit Tapiriit Kanatami or Nunavut Tunngavik Incorporated;
- Written confirmation of membership by a band that has enacted its own band membership code(s)

If a student cannot submit the documentation in Category 1, they must provide all documentation required in Category 2.

*Category 2: Self-Declaration of Indigenous Identity and Mandatory Additional Documentation*

Candidates who do not possess the documentation listed above in Category 1 must submit satisfactory proof of an ongoing relationship to a recognized Indigenous community, Nation, or People in the form of:

1. A declaration of Indigenous ancestry with specific information about their First Nation, Inuit, and Métis background, treaty/comprehensive claim area, community, or organizational affiliation and an explanation for why they do not possess the documentation itemized under category 1.
2. A description of their experiences demonstrating their commitment to and responsibility toward their community as well as motivation for applying to Indigenous-specific program seats or awards, grants, bursaries, and scholarships reserved for Indigenous candidates.
3. A letter of recommendation from a community or community member, Elder, knowledge keeper, or other organizational affiliations with whom the candidate has worked with. It is important to note that this is not a character reference, it is a letter that attests to the



candidate's personal, familial, and community Indigenous identity and belonging. Letters written by immediate family members will not be accepted.

**Roles and Responsibilities:**

All individuals involved in the decision-making process for reserved seats in programs, and/or awards, bursaries, grants or scholarships designated to be limited to Indigenous candidates are responsible for ensuring compliance with this policy.

Applications will be reviewed by Undergraduate Admissions, Office of Graduate Studies, or Awards and Financial Aid as appropriate.

Applicants who fail to provide the required documentation under the terms of this Policy cannot be considered for designated program seats or awards limited to Indigenous candidates.

**Contacts:**

Director, Admissions Services

Director, Awards and Financial Aid

Director, Graduate Studies and Registrar, Office of Graduate Studies

Director, Centre for Indigenous Support and Community Engagement

**Links to Related Policies:**

Hiring Policy for Positions Limited to Indigenous Candidates

General Admissions Requirements and Procedures