



Simon Fraser University Aboriginal Steering Committee Terms of Reference

This document was prepared by the Director of the Office for Aboriginal Peoples in consultation with the Vice President, Academic and Provost.

Mandate

The Simon Fraser University Aboriginal Steering Committee reports to the Vice-President, Academic.

The Committee serves as a vehicle for communication across Faculties and other units, facilitates liaison with the Aboriginal community, and is responsible for overseeing the implementation of the Simon Fraser University Aboriginal Strategic Plan.

The Committee will:

1. Encourage and facilitate university-wide academic programming and other activities that are consistent with the objectives and mission of the Aboriginal Strategic Plan.
2. Review and advise the Vice-President, Academic on matters arising from the implementation of the Aboriginal Strategic Plan and on issues raised by Faculties or other units.
3. Provide an avenue to exchange information and build community on Aboriginal activities arising from the implementation of the Aboriginal Strategic Plan.
4. Coordinate planning activities consistent with the Aboriginal Strategic Plan and advise on the preparation of annual reports to the Board and to the President of Simon Fraser University.
5. Liaise with Faculties and other units regarding implementation of the Aboriginal Strategic Plan.
6. Advise the Vice-President, Academic on any matters that he/she may bring to the steering committee.

Membership and Process

1. The Simon Fraser University Aboriginal Steering Committee will be chaired by the Director, Office for Aboriginal Peoples. Meetings will be organized from the Director's office.
2. The Director's Administrative Assistant will serve as Secretary to the steering committee.
3. The President of Simon Fraser University will sit on the steering committee as an *ex officio* member.
4. The Vice President-Academic, the Vice President-External Relations, and the Associate Vice President-Students will also be invited to serve on the steering committee on a continuing basis.
5. The Committee will include one faculty member from each Faculty and two faculty members from the Faculty of Arts and Social Sciences, with one FASS representative specifically chosen from the First Nations Studies Program. One faculty representative will also be chosen from Graduate Studies and Continuing Studies, respectively.
6. The Director of the Indigenous Student Centre will be invited to serve on the steering committee.
7. Representatives will also be invited from Advancement and the SFU Library.
8. An Aboriginal alumnus of Simon Fraser University will be invited to serve on the steering committee for a term of two or three years. The Alumni Relations Office will be consulted on the selection of the alumni representative.
9. The First Nations Student Association will nominate two students, one undergraduate and one graduate student if possible, to the steering committee for one year terms.
10. One Aboriginal Elder who currently has an official role at SFU will also be invited to serve on the steering committee.
11. Additional members will be appointed or removed by the Vice-President, Academic in consultation with the Director, Office for Aboriginal Peoples, when deemed necessary.
12. While not all Faculties have Aboriginal specific programs or faculty, any future faculty and/or staff of Aboriginal heritage will be given priority as members of the steering committee.
13. Members will be nominated by Faculty Deans or unit heads and will be appointed by the Vice-President, Academic.

14. Aboriginal people from the off-campus community will be invited to serve on the steering committee. Nominations will be put forward by the Director, Office for Aboriginal Peoples or by other steering committee members. The Office of the President will make the final selection from these nominations. Off-campus community members will serve for terms of two or three years. They are eligible for re-appointment to the committee.
15. Steering committee meetings will generally be held at least twice a year or as needed on an ad hoc basis.
16. Faculty and staff will have staggered terms of two and three years. Faculty and staff are eligible for re-appointment to the committee.