

## **INDIGENOUS STUDENTS ADVISORY COUNCIL TERMS OF REFERENCE**

The Indigenous Students Advisory Council (ISAC) is made up of representatives from diverse staff and students. As a key component of Toronto Film School and Yorkville University's Indigenization initiatives to enhance Indigenous inclusion, the ISAC will play an important role in creating meaningful opportunities for Truth and Reconciliation. The ISAC provides strategic advice on embedding Indigenous inclusion within our institutions and provides students the opportunity for input into related decision-making, initiatives, policies and practices. The ISAC also provides students with an opportunity to build community amongst other Indigenous students within a safe space.

### **Mission/Values/Goals<sup>1</sup>:**

Equity, diversity and inclusion are a critical component of life at Toronto Film School and Yorkville University, and we are committed to making these values an integral part of our culture. Just as we are committed to academic and professional excellence, so are we committed to providing educational services and employment that are focused on promoting the principles of equity, diversity and inclusion. As post-secondary institutions, Toronto Film School and Yorkville University are also committed to building relationships of mutual respect, trust and collaboration with Indigenous communities which honour the Truth and Reconciliation Commission Calls to Action.

Indigenization/Indigenous inclusion – the process of incorporating Indigenous ways of knowing, being, doing and relating into educational, organizational, cultural, social structures and removing barriers to inclusion for Indigenous individuals.

Truth and Reconciliation – process to acknowledge and address the ongoing impact of colonization on Indigenous peoples, survivors of residential schools, their families and their communities. This includes the process of establishing and maintaining relationships between Indigenous and non-Indigenous peoples. Guidance on these processes is found in the Government of Canada's Truth and Reconciliation Calls to Action.

Diversity – The wide range of human characteristics including but not limited to disability, marital status, family status, Indigenous identity, race, ancestry, place of origin, colour, ethnic origin, citizenship, language, creed/religion, sex (including pregnancy and breastfeeding), sexual orientation, gender identity, gender expression, age, political belief or activity, social condition, socioeconomic status, educational background, literacy level and geographical region.

Equity – Acknowledging that equal access to opportunities and services may require the removal of barriers that marginalized equity-seeking communities experience in trying to obtain this access.

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<sup>1</sup> Further input on mission, values and goals will be invited by ISAC members once the ISAC is convened.

Inclusion – Ensuring that individuals feel welcomed in the academic and workplace environments, and that they can bring their authentic selves to the educational and work spheres.

### **Mandate**

- Purpose of the ISAC is advisory in nature and assists the Vice President of Student and Registrarial Services and the Manager of Indigenous Partnerships and Engagement to lead organizational Indigenization strategic plan initiatives with guidance from Indigenous student representatives.
- The ISAC also provides advice to the organization at the senior leadership level in relation to admissions and retention of Indigenous students.

### **Advisory Role of the ISAC**

The ISAC may be asked to provide advice on a number of topics such as:

- Sharing best practices around Indigenous inclusion matters and communication strategies that promote Truth and Reconciliation
- Exploring issues and gaps around systemic Indigenous equity, diversity, inclusion, human rights, and recommend appropriate strategies for removal of barriers
- Providing review of policies, procedures and programs related to these areas from an Indigenization lens

### **Membership & Terms**

- Membership is voluntary. Membership on the ISAC is dependent on a person's affiliation with Toronto Film School/Yorkville University. If a member of the ISAC leaves Toronto Film School/Yorkville University, their formal membership on the ISAC will end.
- Permanent appointed members are those members whose core organizational function requires their participation on ISAC. The Vice President of Student and Registrarial Services and the Manager of Indigenous Partnerships and Engagement who act as Co-Chairs of the ISAC.
- For Indigenous student representatives, the duration of their term correlates for the time that they are enrolled in their current program.
- Membership on the ISAC will be terminated if the ISAC finds by majority vote that an individual's actions are contrary to the mission of the ISAC, or if a member is no longer in good academic/employment standing as a student or an employee. Membership on the ISAC will also be terminated if a member misses three consecutive meetings without any reasonable explanation provided to the Co-Chairs.

### **Member Responsibilities**

- Co-Chairs are responsible for presiding over any ISAC meetings, for setting the agenda after consultation with ISAC members, encouraging participation from all ISAC

members, inviting special guests (such as Indigenous faculty, staff, Elders and/or community members) to attend meetings where appropriate and relying on a consensus model for decision-making. It is TFS and YU's responsibility to regularly consult with the ISAC on ongoing Indigenization initiatives that require their feedback.

- ISAC members are responsible for:
  - Ensuring the mandate of the ISAC is being satisfied
  - Keeping ISAC discussions respectful and confidential
  - Obtaining information, feedback and knowledge about Indigenous inclusion matters from the faculty/staff/student constituencies they represent
  - Actively participating in ISAC discussions and making recommendations
  - Acknowledging the mission, values and goals of the ISAC and honouring them

### **Meetings**

- Monthly meetings will be held (which can include through e-mail, Microsoft Teams, Zoom, etc.). Ad-hoc meetings can also be convened upon request with all members to discuss/gather feedback and consensus on specific matters. Summary records of meetings will be kept by the Co-Chairs and provided to ISAC members.

### **Consensus<sup>2</sup> and Quorum**

- Decision-making in the ISAC will occur through consensus after members have discussed the matter and have provided the Co-Chairs with strategic advice that takes into account diversity, equity, inclusion, principles of Indigenous Truth and Reconciliation any relevant legislation/regulations, and business operations. A quorum for these purposes shall consist of those ISAC members in actual attendance during the discussion.

These Terms of Reference are subject to revision by Yorkville Education Company at which point notice of any changes will be communicated.

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<sup>2</sup> Further input on consensus building will be invited by ISAC members once the ISAC is convened.