



Item	Description	Action By	Time Line
6. Other Business	At the next meeting of the Work Group we will review the requirements of the Strategic Plan implementation process; business requirements and accountability aspects. It was recommended that "homework" as identified as an inventory of best practices be brought to the next meeting.		
7. Date of Next Meeting	December 11, 2013: to be confirmed via email notice of meeting.	Brenda	November 27, 2013
8. Adjournment	3:00 p.m.		

**Work Group for the Centre for Policy in  
Aboriginal Learning**

Date: December 9, 2013

Meeting #: 2

**Present:** Georgina Dolcetti, Jeannine Verdenik, Kim Morgan, S. Brenda Small

**Next Meeting:** TBA

**Regrets:** David Ian Scott, Lisa Jack

**Recorder:** J. Oja

**Guests:**

**Room:** C236

Item	Description	Action By	Time Line
1. Call meeting to order	9:10 a.m.		
2. Approval of Agenda	Approved.		
3. Approval of Minutes	Previous minutes not available for approval.		
4. Updates	The purpose of this Work Group is to work on the implementation of the second pillar which is "To Support and Advance Aboriginal Learning" in the Strategic Plan for 2013 – 2016.		
5. Business Arising	<p>Georgina Dolcetti shared her handouts which consisted of a list of 10 items that outlined the strengths of Confederation College, along with a side note that served as an example of student feedback from an assignment.</p> <p>It was recommended that the "homework" as identified as an inventory of best practices be brought to and shared at the next meeting.</p> <p>The item of membership of the Work Group was discussed and it was decided that it would be helpful to increase the group by 1 or 2 more members. It was identified that an additional faculty member from the School of Engineering, Technology &amp; Trades and a staff person from the student supports area would be targeted. Brenda will approach Joe Cordeiro and Matthew Lawrence by email to ask for potential interest from their respective areas.</p> <p>Terms of Reference will need to be developed for the Work Group. Brenda volunteered to create a draft document to be circulated to the members prior to the next meeting for review and input. It was agreed that the group will use a consensus based model of decision making. This item will be reviewed with an aim to finalize the document at the next meeting.</p>	<p>All</p> <p>S. Brenda Small</p> <p>S. Brenda Small</p>	<p>Jan. 8, 2014</p> <p>Week of December 9<sup>th</sup>, 2013</p> <p>Week of December 9<sup>th</sup>, 2013</p>
6. Other Business	Brenda shared that it is important for business requirements and accountability aspects that the Work Group has a process in place to track its' progress. The group	All	Ongoing

Item	Description	Action By	Time Line
	<p>is more than just a 'think tank'. A work plan with metrics will need to be developed. Brenda asked the group to think about ideas like how we are going to share information across the College. The group identified a few ideas like formal presentations, a "Let's Talk" series, or a segment on the College Radio program as potential avenues to share information with the College community.</p> <p>The meeting schedule was discussed and it was decided that meetings will be scheduled bi-weekly to occur on Wednesday mornings for one hour. These meetings will be scheduled to alternate with the CPC meetings that occur every other Wednesday in the mornings. Jennifer will send out a recurring meeting notice to the members to confirm the specific meeting dates.</p> <p>Jeannine Verdenik agreed to serve as Chair, and Jennifer Oja will attend the meetings to record minutes.</p>	Jennifer Oja	Following the meeting
7. Date of Next Meeting	January 8 <sup>th</sup> , 2014, 11:00 a.m. to noon in C236 meeting room. To be confirmed via email through a meeting notice.	Jennifer Oja	Week of December 9 <sup>th</sup> , 2013
8. Adjournment	10:00 a.m		