



UAKN

Urban Aboriginal  
Knowledge Network

rcdu

Reseau du Connaissances des  
Autochtones en milieu Urbain

Network Council

TERMS OF REFERENCE

**Table of Contents**

Name..... 3

Purpose ..... 3

Introduction ..... 4

    Ownership and Property Rights ..... 4

    Responsibilities ..... 4

    Composition ..... 5

Adjunct Committees ..... 5

Meetings ..... 5

Staff Support ..... 5

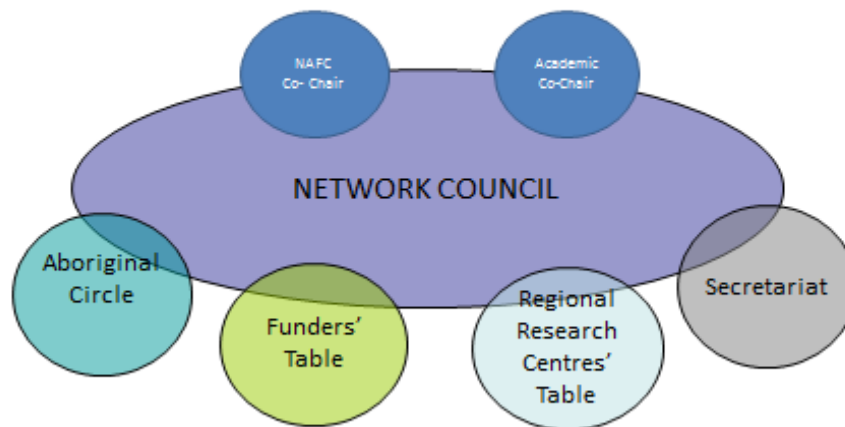
Decision Making and Accountability ..... 5

Maintenance of Terms of Reference ..... 6

## Name

The Urban Aboriginal Knowledge Network Council herein referred to as the “Network Council”.

## Purpose



The Network Council is the national governing body for the Urban Aboriginal Knowledge Network (UAKN) co-chaired by the National Association of Friendship Centres (NAFC) and the academic principal investigator (SSHRC Partnership Grant). The UAKN consists of five essential structures that undertake planning of national level research projects, stakeholder engagement, research, knowledge transfer, and fundraising. The five structures are the Network Council, Aboriginal Circle, Funders' Table, Regional Research Centres' Tables and the Secretariat. In addition, the Network Council provides guidance to the UAKN as a whole.

## **Introduction**

The Network Council is the main governance component of the UAKN and it oversees the implementation of the SSHRC Partnership Grant. All work pertaining to the UAKN SSHRC grant will be mandated through the Network Council.

### ***Ownership and Intellectual Property Rights***

A key principle of community-driven research is recognizing communities and Indigenous people as experts in the research process. The ownership and intellectual property rights lie with the communities and/or individuals who inform and contribute to the research and authorship must reflect this. All UAKN research must meet this requirement prior to funding approval.

### ***Responsibilities***

The purpose of the Network Council is: to determine strategic direction and priorities; advise on knowledge mobilization and stakeholder engagement; assess the Network Council's accomplishments, and to contribute to fundraising. More specifically, the Network Council will articulate broad research themes that will guide UAKN research and knowledge mobilization activities, and will ratify UAKN annual reports and policy documents.

The Network Council will also be responsible for the following:

- 1) Identifying and implementing national innovative research projects;
  - a. The Council will be responsible for administering the national level research process with administrative assistance provided by the Secretariat.
  - b. The Council will determine who will direct the national level research process. A *National Research Adjunct Committee* may be formed to coordinate the process.
- 2) Serving and observing the needs and voices of the urban Aboriginal community. This is the prime objective of the Network Council in addition to involving Friendship Centres and other Aboriginal organizations (refer to the UAKN Guiding Ethical Principles for elaboration of research partnerships);
- 3) Ensuring the transmission of research findings to inform policy development;
- 4) Assisting in the coordination of UAKN conferences;
- 5) Contributing to dissemination activities;
- 6) Monitoring research quality and the appropriateness throughout the research project; and,
- 7) Nominating directors to the Regional Research Centre Tables Network Councils should the need arise.

## ***Composition***

The Network Council will be comprised of no more than four (4) persons nominated by the Aboriginal Circle; one Aboriginal youth representative (1); one Aboriginal Elder representative (1); no more than two (2) persons nominated by the Funders' Table; no more than eight (8) persons nominated by the Regional Research Centres' Table (one represented Director and one Community Representative from each UAKN region) will be represented to a maximum of two per region; the Head of the Secretariat (ex officio); and, the Co-Chairs. The National Association of Friendship Centres will serve as the Co-Chair of the Network Council. The academic principal investigator for the SSHRC Partnership Grant will serve as Co-Chair.

Minimum or maximum terms associated with serving as a member on one of the governing Circles/Tables will be vetted through their respective Terms of References.

## **Adjunct Committees**

The Network Council can establish adjunct committees to provide assistance with a specific issue. The adjunct committee will be comprised of: a minimum of two (2) active members of the Network Council and a Secretariat staff person. The adjunct committee will be time limited and have an identifiable outcome.

## **Meetings**

The Network Council will meet at the call of the Chair or Co-Chair, a minimum of twice in each fiscal year by way of videoconference, teleconference, or in person meetings. Decisions by the Network Council will be made by consensus whenever possible (see "Decision Making and Accountability").

Quorum for the meetings will consist of one representative per Circle/Table.

## **Staff Support**

The Secretariat Staff will be responsible for all administrative functions required by the Network Council.

## **Decision Making and Accountability**

All matters will be introduced and a full discussion promoted. It will be the responsibility of the Chair to build consensus. Every effort will be made to achieve consensus. It is acknowledged that there will be times where it may be necessary for participants to trust the prevailing view and permit consensus to be identified. Where a meeting participant is unable to support consensus, their concerns will be documented and forwarded to the appropriate party.

For these purposes we understand the levels of consensus to include:

1. There needs to be more information or discussion on the issue;
2. I fundamentally disagree and require a new proposal to be established.

3. I am not enthusiastic about the decision, but I can accept it
4. I think this is the best choice of the options available to us
5. I enthusiastically support this.

The Network Council, through Secretariat Staff support, will provide on-going communications such as meeting minutes, annual reports, communiques and all other documents that may be needed.

The Network Council will endeavor to have Elder and/or Traditional person participation. The Elder will provide an opening and closing ceremony and/or prayer in a manner that is reflective of the tradition from their specific territory.

## **Maintenance of Terms of Reference**

The Terms of Reference will be reviewed and approved on an annual basis by the Network Council.

**URBAN ABORIGINAL KNOWLEDGE NETWORK**

**NETWORK COUNCIL**

**TERMS OF REFERENCE**

Classification:	Governance Document	Created: June 6, 2012
Specific Title:	The UAKN Network Council Terms of Reference	Revised: July 4, 2012
		2 <sup>nd</sup> Revision: December 11, 2012
		Effective: February 7, 2013
		3 <sup>rd</sup> Revision: December 3, 2014
		4 <sup>th</sup> Revision: April 14, 2015
		5 <sup>th</sup> Revision: October 22, 2015
		Effective: October 22, 2015
		Reviewed and Approved: November 30, 2016