



Meeting Notes

**Ad-hoc Committee to Consider the Inclusion of the Ode to Newfoundland at Memorial’s Convocation Ceremonies
Friday, January 19, 2024
at 10:00 am NDT via Teams.**

Committee members:

Arif Abu (Internationalization Office); Edwin Bezzina (senator); Makaela Blake (student); Mackenzie Broders (student); Kelly Butler (Indigenous Affairs); Cyr Couturier (senator); Delores Mullings (Vice-Provost EDI-AR); Craig Purchase (senator); Lisa Russell (lead, convocation); Adaeze Stella Charles (student); Kati Szego (senator); Valeri Pilgrim (Indigenous Student Resource Centre); Michael Woods (senator); Shayam Yadav (student).

Convener: Lee Ann McKivior [non-voting]

Recording secretary: Karen Follett [non-voting]

Present: Arif Abu, Edwin Bezzina, Mackenzie Broders, Kelly Butler, Cyr Couturier, Karen Follett, Lee Ann McKivior, Delores Mullings, Craig Purchase, Lisa Russell, Kati Szego, Michael Woods.

1.0		<p><u>Land Acknowledgement</u></p> <p>We acknowledge that the lands on which Memorial University’s campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi’kmaq, Innu and Inuit of this province.</p>	
2.0		<p><u>Introduce Members</u></p> <ul style="list-style-type: none"> - Discussion of OtterPilot AI tool and recording the meeting on behalf of Adaze Stella Charles (student representative). - Decision to remove Adaze/Otter from the meeting - Decision to not record this meeting via Teams and discuss future meeting options. <p>- Clarification about agenda; posted in Teams though not many saw it prior to the meeting so no vote to accept agenda.</p>	
3.0		<p><u>Terms of Reference</u></p> <ul style="list-style-type: none"> - Timelines: Terms says the group will meet for 6 months but since cttee formed later than expected, the end date for presenting a final report by April 2024 is in conflict. 	

	<p>There is a desire to complete work by May convocation ceremonies though without having a workplan finalized yet, it is difficult to say how long work will take. Some members feel it will take much longer than April.</p> <p>Discussion of amending Terms. Options incl. change Terms dates (6mo reference); provide preliminary report to Senate at April with request to continue work past spring convocation; remove ‘final report’ for April and instead leave final report deadline open-ended, with intent to provide mid-term or preliminary report prior to spring convocation.</p> <p><i>Action:</i> submit motion to Senate Committee on Elections Committees and bylaws (SCECB) to amend ToR to adjust final report deadline.</p>	
4.0	<p><u>Establishing Committee Norms</u></p> <p>- Mention of need to determine timelines and how committee will operate (e.g. Roberts Rules of Order), though discussion held off until after Work Plan discussion.</p>	
5.0	<p><u>Background Info</u> (posted in Teams)</p>	
6.0	<p><u>Work Plan</u></p> <p>- Discussion of whether the committee should hear account from previous Senate Committee on Honorary Degrees and Ceremonial (HDC).</p> <p>Several members voiced desire to also ensure new information is heard and considered.</p> <p>Craig Purchase offered to provide summary from his point of view as member of HDC committee at those meetings where Ode was discussed. Several members voiced desire to hear summary. It was agreed and he proceeded with an overview of what transpired in Senate and HDC discussions.</p>	
7.0	<p><u>Other business</u></p> <p>- Question: will minutes of this ad-hoc committee be posted anywhere publicly? They will be posted in Teams for committee members.</p>	



		We could post online but need discussion and decision amongst committee members.	
		For next meeting agenda: <ul style="list-style-type: none">- Recording meetings- ToR updates- Work plan incl engagement/consultation, methods, timeline.- Committee norms incl discussion rules, meeting frequency.	