

## **1.0 NAME**

Indigenous People's Initiative Committee hereto after referred to as the IPIC.

## **2.0 PURPOSE**

The purpose of the IPIC is to recommend to APEGM Executive Director means by which APEGM may improve opportunities for young indigenous Manitobans to enter the profession of Engineering or Geoscience.

To implement the approved recommendations.

## **3.0 SCOPE**

### 3.1 Authority

The IPIC is a committee and works under the direction of the Executive Director or his delegate.

### 3.2 Membership

The members of the Committee are solicited from the APEGM membership and recommended by committee members and appointed by the Executive Director. The committee is comprised of at least three and a maximum of fifteen members. It may include engineering and geoscience members, Members-in-Training and up to two non-members.

The Chair of the Committee is elected by current Committee members. The Vice-Chair is also elected by the Committee from its membership. The Vice-Chair assumes the duties of the Chair in the Chair's absence, or when requested by the Chair. All the members of the Committee are appointed for two-year terms renewable for up to three consecutive terms. The Chair and Vice-Chair are appointed for a one-year term, renewable for up to three consecutive terms.

A staff member may be designated by the Executive Director to attend the meetings as secretary to the Committee, and be a resource and a facilitator for the Committee. The secretary has a voice but no vote on the Committee. Other staff members, who are requested to attend meetings, have a voice but no voting privileges.

### 3.3 Meetings

The IPIC meets at least six times per year. The times and locations of the meetings are at the call of the Chair.

The proposed agenda of meetings is established by the Chair and distributed to the Committee members at least three working days in advance of a meeting. A quorum consists of a simple majority of voting members.

The minutes of the meetings are recorded by the secretary for the Committee. The minutes are reviewed by the Chair and distributed by the secretary at least two weeks prior to the next meeting. Copies of the minutes and attachments are maintained at the Association offices.

### 3.4 Operation

The IPIC:

- 3.4.1 will encourage Indigenous Manitobans to take engineering and or geosciences as a career option.
- 3.4.2 will develop promotional and educational materials for APEGM members to present for this purpose.

### 3.5 Performance

The Chair of the Committee monitors the performance of members on an on-going basis. The performance of the Committee is reviewed annually by the Executive Director in consultation with the Chair.

Unsatisfactory performance may render members ineligible for reappointment to another term. Attendance at meetings, while recommended, is not essential to the effective performance of a member. Members considered ineffective by the Chair may be removed and replaced by the Executive Director.

### 3.6 Reporting

The IPIC is responsible to and takes instructions from the Executive Director. The Committee provides an annual report of its activities to the Executive for inclusion in the APEGM annual report to the membership.

### 3.7 Budgets and Finances

The IPIC has a budget for its own operation. The Committee will provide a draft budget to the Manager of Operations & Finance by May 1 of each year for subsequent approval. The Committee is responsible to the Executive Director for adherence to its budget.

The budget will include all anticipated costs such as travel costs, attendance at conferences etc., but not Association staff salaries. However, the budgets should identify the number of anticipated meetings and the expected staff support.

## **4.0 EXPECTED OUTCOMES**

The expected outcomes of the Indigenous People's Initiative Committee include:

- recruitment of Canadian Indigenous people into the professions of engineering and geoscience in the Province of Manitoba;
- ensuring APEGM's promotional material is properly reflective of Manitoba population;
- An annual report of its activities for inclusion in the APEGM annual report to the membership.