

 <p>BRANDON UNIVERSITY Founded 1899</p>	<p align="center">Protocol for the Use of He Oyate Tawapi</p>	<p><i>Approved by</i> <i>Brandon University Board of Governors</i></p> <p><i>Administered by</i> <i>Vice-President (A & F)</i></p>
<p align="center">Board of Governors Policy</p>	<p><i>First Approved:</i> <i>September 25, 2008</i></p>	<p><i>Updated:</i> June 2, 2010</p>

He Oyate Tawapi (Room 141 in the Health Studies Complex) was designed to provide for the teaching needs of certain courses within the Indigenous Health and Human Services (IHHS) Program and for the holding of ceremonies important to the IHHS Program and other Aboriginal groups at the University. The room is also a shared space that serves multiple purposes in the context of a public university and its functions. It is appropriate that this room is utilized for teaching, ceremonial and non-ceremonial purposes, and in that context all parties bring a spirit of flexibility, respect and mutual accommodation to the use of the space, and that they recognize the significance of the space to many members of the Aboriginal communities within the University. The usage of the room shall be guided by the principles and practices outlined below.

1. The room may be used as a teaching space. When classroom bookings take place, preference shall be given to Indigenous Health and Human Services (IHHS) teaching requirements while considering effective use of space and other appropriate alternatives available for teaching.
2. The room may be used for ceremonies by the IHHS Program and by other groups. Any requirements of user groups will be provided by those groups and either removed or managed to not impact subsequent users. The fire pit shall remain covered at all times when it is not in use with an appropriate cover that minimizes the chance that anyone will step on the pit or cover while ensuring the health and safety of occupants to the room.
3. The room may be used for meetings and events by programs within the building, by the broader campus community and by appropriate outside parties, as approved and booked by the Dean of Health Studies. Any setup required for a meeting or event is the responsibility of the intended user and the room must be returned to a standard setup, as determined by the Dean, at the close of the meeting or event. A standard setup will include arranging the chairs in the form of a circle.
4. a) Booking of the room is done through the office of the Dean of Health Studies. The first priority for the use of the room will be the teaching and academic activities undertaken by the IHHS Program. The second priority for the use of the room will be ceremonial purposes as undertaken by the IHHS Program, or other Aboriginal groups or organizations within Brandon University. The third priority for the use of the room will be teaching and other academic activities undertaken by other segments of the Brandon University community. The fourth priority for the use of the room will be other activities organized or undertaken by the University community, including non-teaching and non-ceremonial activities organized or undertaken by IHHS. The

final priority for the use of the room will be activities organized, undertaken or sponsored by appropriate outside groups. The University Space Allocation on Campus Policy

(<http://www.brandonu.ca/admin/policies/Administrative/Space%20Allocation%20Policy%20rev%20may%2015%202002.pdf>) as varied by this protocol, shall generally guide this determination. Specific or unusual time requirements shall be indicated at the time of booking to allow, if possible, for the accommodation of those requirements. Any requirements of user groups will be provided by those groups, and if necessary, will be either modified or managed in such a way so as to not adversely impact subsequent users.

- b) Requests to book the room for the next academic year shall be made by March 1 (i.e. not less than 6 months preceding the commencement of the academic year). These requests will be processed in accordance with the priorities outlined in paragraph 4 a). After March 1, if a request for room booking is received which conflicts with a booking already confirmed, but the request has a higher priority than the confirmed booking (pursuit to paragraph 4a), the parties wishing to use the room will attempt to reach a mutual agreement. If the parties are unable to agree, then the Dean of Health Studies shall resolve the issue on the basis of the availability of reasonable alternative space.
5. The space occupied by He Oyate Tawapi on the main floor, and the George and Mary Gooden Art Gallery on the second floor, shall be considered a single space and booked on that basis to avoid conflicting uses.
 6. It is recognized that Aboriginal drumming and singing constitute standard ceremonial and pedagogical practices. IHHS Faculty and Elders will be alerted, whenever possible, as to the times when mid-term exams or other activities reasonably believed to be sensitive to the sound of drumming and singing will be scheduled in the Health Studies Complex so that impacts may be minimized on those programs during those times.
 7. Reasonable steps shall be taken to ensure that no alcohol will be served or consumed in the room at any time.

Protocol for the Use of the Fire Pit

1. The fire pit shall be protected from traffic at all times. It shall remain covered when not in use. The cover shall be appropriate to protect against traffic while ensuring the health and safety of occupants to the room.
2. The fire pit is only to be used with the guidance of an Elder and by people appropriately trained in the use of the equipment and following this protocol. Any supplies required must be sourced by the users according to their needs and funded from the user's budget.
3. Fires must be small to moderate in size and not fed one-half hour before the end of a session.
4. Only medicine can be offered to the fire. Food offerings are to be placed on the land.
5. The fire must remain attended until the embers have died down.
6. The cover must be replaced over the fire pit on the following day of a fire or as soon as the embers are completely out and cool.
7. A metal container, approved by Physical Plant, shall be used to store wood for the fire pit.
8. A metal container, approved by Physical Plant, shall be used for hot coals and to haul ashes from the fire pit.