THE GABRIEL DUMONT INSTITUTE
COMMUNICATOR

Green Lake Literacy Carnival, Photo Submitted

The GDI Communicator is an internal newsletter intended to increase communication between management and staff of the Gabriel Dumont Institute of Native Studies and Applied Research

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GREEN LAKE LITERACY CARNIVAL
By Renee Pouliot & Jade Shmon, DTI Summer Students

On Thursday August 11th, 2022, Dumont Technical Institute (DTI) hosted a literacy carnival in Green Lake, Saskatchewan. Five staff members made the trip north to host the carnival from 1:00 PM to 4:00 PM at the Community Hall. Youth of all ages attended the carnival, which drew a total of 45 participants.

Dumont Technical Institute Director, Michelle McNally, shared "the purpose of the literacy carnival was to connect with the Northern communities. DTI wants to show the youth and their families what we have to offer and to see if there is any need or want for programming in the future. We felt it was also important to offer culturally-based learning activities to help promote appreciation and respect for the Métis culture and to strengthen and support Métis identity."

DTI planned the carnival so it would provide a fun, stimulating, and educational environment for youth to connect with Métis culture, DTI staff, and eachother. Two of the activities focused on teaching Michif using the different kinds of weather as examples and a craft for making felt flowers. The bright colored flowers against the black background represented the different colors and patterns of Métis flower beadwork.

To incorporate Métis history there was a Métis sash bag activity where individuals could learn about Métis leaders such as Gabriel Dumont and Louis Riel. Another activity was the beaded Métis flag made with safety pins. Games such as bowling and ring toss were added to the fun.

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designed by
Ryan Nordmarken

National Day for Truth & Reconciliation

Honours the children who never returned home, Survivors of residential schools, as well as their families and communities. Public commemoration of the tragic and painful history and ongoing impacts of residential schools is a vital component of the reconciliation process.

https://www.canada.ca/en/canadian-heritage/campaigns/national-day-truth-reconciliation.html

SEPTEMBER 30TH—REFLECT AND REMEMBER
By Karon Shmon, Director GDI Culture & Heritage

On September 30, 2022, we will observe the second National Day for Truth and Reconciliation, a day that recognizes the tragic legacy of residential schools, the missing children, the families left behind, and the survivors of these institutions. It coincides with Orange Shirt Day, a day we are more familiar with since it has been observed since 2014. The orange shirt relates to the lived experience of Phyllis Webstad.

Phyllis is painfully reminded, when she sees orange, of her first day at residential school when the orange shirt gifted to her by her grandmother was taken away. It was never returned to her, although she saw other children wearing it at times. An orange shirt has come to symbolize Indigenous peoples' suffering caused by residential schools. Observing Orange Shirt Day is a day of remembrance, teaching, and healing.

Once September 30th was deemed a federal holiday, I began to wonder if this was happening too soon. When I see online queries like, "who gets September 30th off?" I worry that is is simply going to become another "day off" for people who will enjoy the time off without really knowing why it is a holiday. I imagine that a random survey asking Canadians if they know the meaning behind Labour Day or Victoria Day would show us that most do not why either day is observed as a holiday.

Whether we call September 30th "Orange Shirt Day" or the "National Day for Truth and Reconciliation" won't matter because the two observances are so closely related. The former chronicles an individual story that symbolizes what many Indigenous children endured, while the latter is meant as a day of observance and reflection for all Canadians. But will this really happen now that it is a holiday for many?

As an educator, I observed the value of K-12 and secondary schools preparing for and observing Orange Shirt Day with reverence. Many workplaces also educated employees about residential schools, something that was absent from the school curricula of those of us who graduated before 2013.

Gord Downie, a well-known performing artist, felt he received an incomplete education because he only learned about residential schools as a middle-aged adult. He used his popularity and influence to ensure more Canadians would find out.

Now that September 30th has become a federal statutory holiday, I fear this has come too soon. We have gained a holiday but lost the opportunity to ensure most Canadians will be better informed about residential schools. Organized preparations and observances that occur in schools and at workplaces were highly successful in providing the educational foundation as well as guiding us to reflect upon the day to see how each of us can individually support reconciliation.

Now that this won't happen with the same regularity, the onus is on each of us individually to see that we are better informed and to spend some part of the day remembering the children and families who suffered because of residential schools. We can also make sure we are asking for, and insisting upon, a continued effort to educate one another so that we will see the day as more than just a holiday. 🌐

IT UPDATE - CYBER SECURITY
By Gareth Griffiths, IT Coordinator

October is Cyber Security Awareness month. To bring further awareness to the topic, the Gabriel Dumont Institute (GDI) IT department will be writing a series of articles around this topic over the next three months. Cyber Security is one of the biggest threats to the organization and something that impacts all staff. Every staff member needs to be vigilant in order to protect the organization.

The term cyber security covers a vast number of different threats and incidents. From phishing emails asking for personal information to ransomware, viruses, and hacking. We will cover some of these areas and what the GDI IT department is doing to help protect all students, staff, and faculty against it.

Phishing

The most common cyber security threat is phishing emails. This type of email asks the recipient to provide personal, financial, or security information such as username and password, personal data, banking info, etc. There may also be a file attached to the email or a link to follow that quite often have a virus embedded.

Some of the common subject matters for phishing emails are courier delivery, banking or account compromise, and CRA refunds. Phishing emails usually look reasonably official and legitimate. Here is a list of things that can help identify a phishing email:

- **Email address:** Normally sent from a compromised email host or a domain created to sound very similar to the actual domain. Watch for the email domain (part after the @ sign) not matching the company name. For example a courier email from UPS will end in ups.com and not upsnotifier.com, RBC emails will be rbc.com and nothing else.
- **Language:** Most of these emails are sent through some kind of auto translator that will be in English but some of the phrasing and grammar will be slightly off.
- **Requests for personal info:** Reputable organizations like banks, etc. will not ask for personal info via email as it is not secure.
- **Suspicious attachments or links:** If you are not sure, don't open an attachment.

A received email should pass a 'sniff' test. If there is anything odd about it, do not open it or click on any links. Report the email to IT at *gdi@phishforward.beauceronsecurity.com*.

Two Factor Authentication (2FA or MFA)

Passwords are the main source of cyber security threats and intrusions. So many people either use insecure passwords, write them down, or reuse the same password throughout many systems.

Many systems employ multi-factor authentication (MFA) to alleviate password problems. Multi-factor authentication occurs after successfully logging into a website. You are then prompted to perform an additional action, such as calling your cell phone, or sending a text or email. This extra layer of authentication is very effective.

GREEN LAKE LITERACY CARNIVAL
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Along with the activities and crafts, DTI had a wide variety of literacy materials for all ages to take home.

> **"I'm gonna have my mom read me ALL these bunch of books tonight!" – Daisy**

> "*I get to take all these books home? Seriously?!" – Romeo*

There were Michif books, activity books, children's story books, and chapter books available. There were also draws for door prize baskets and the Métis sash bag.

Overall, the carnival was a success and allowed for quality conversations and a positive experience with community members.

Green Lake Literacy Carnival, Photo Submitted

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IT UPDATE - CYBER SECURITY
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Here at GDI, we are embarking on this 2FA path. We have just purchased licenses to use a product called Cisco Duo. This will mean that logins will require authentication by an app installed on a phone or via another token. We have been testing this product, and it has worked very well. Initially, we will be using this product to secure VPN connections to the main networks, then we will work on evaluating how to incorporate this product into our Microsoft 365 login systems (which are used as the single sign-on source for many other systems).

The initial rollout to VPN connections should be completed by the end of September, with further testing on other systems to continue.

DNS Firewall
Another system change GDI IT made to help with cyber security is the introduction of a DNS Firewall through the Canadian Internet Registry Agency (CIRA). This is a monitoring service that checks all incoming and outgoing traffic to our main office connections and will block website requests from known bad sites or sites that contain viruses, phishing attempts, or malware. The DNS Firewall was implemented at the end of July in Regina, Saskatoon, and PA. Since then, it has shown an over 100,000 web requests per-day and is reporting over 450 malware or phishing blocks.

Awareness Training
We have been running Cyber Security Awareness training from D-Zone for the last few years. If you haven't already, please complete the initial training and any subsequent training sessions to ensure we can maintain a low risk score. This is an important tool in our fight against Cyber Crime.

To celebrate Cyber Security Awareness month, we will be launching a new training curriculum (CyberSafe 2022) to update all staff on the latest cyber security threats. This will contain two courses – Cyber Safe 2022 and COVID-19 Security Threats. Training should take around 30 minutes to complete. We will also launch a phishing simulation campaign, where a fake phishing email will be delivered to train staff. These training opportunities will occur this upcoming fall!

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UPCOMING DEADLINES

Adult Basic Education
La Loche
Île X, Regina, PA, Beauval, Saskatoon
Ongoing

GED Distance Learning
Online
Oct 31

For a full listing of all current programs and to apply online visit

WWW.GDINS.ORG/PROGRAMS

GDI POLICY CHANGES

In August, GDI introduced a series of new policies and policy amendments that have recently been approved by the GDI Board of Governors.

Included in the amendments are new mileage rates for staff, as well as changes to a variety of staff leaves includes Medical Sick Leave, Pressing Necessity and Bereavement Leave, PD and Education Leave, and Maternity/Parental/Adoptions/Guardianship leave.

Updated Policy Manual
i*https://gdins.org/about/overview/policy-procedures/.*

Updated expense claim form
https://gdins.org/intranet/forms/general-forms/.

GDI staff are expected to review all policies as it relates to their role within the Institute. Kindly read through all updates and changes to stay informed. All inquiries regarding the policies can be directed to your supervisor.

ERP UPDATE

For those who are not aware, ERP (Enterprise Resource Planning) is the new Finance, Human Resources, and Student Information System that is currently being developed in partnership between Gabriel Dumont Institute (GDI) and the other Regional Colleges in Saskatchewan. This system will be an all encompassing self-service model program that will affect all staff and all facets of GDI's operations. In addition to a new financial system, there will be a fully-integrated human resources system and student information system. All staff in the Institute will be users of the system and will be accessing this system on a regular – if not daily – basis.

BI-Weekly Info Meetings

This month, the Institute began hosting bi-weekly teams meetings to ensure all staff have as much information as possible to assist in this system transition. If you have missed the invite for the bi-weekly meetings please contact Gary Kichula at *gary.kichula@gdins.org* to be added to meeting series.

GDI ERP Info Sharing site

The GDI ERP Info Sharing site is accessible for everyone. Here you will find documentation and videos outlining the new ERP system. Documentation will continually be added as it becomes available.

The log in information for this site will be your standard Microsoft ID (GDI email and password). Once connected, staff will be required to request access. This request will send a notification directly to support who will promptly grant access to this site.

To access the site visit:
https://gabrieldumont.sharepoint.com/sites/ERPInfoSharing

The Institute is looking forward to this transition. Thank you for your participation thus far! We encourage your attendance at the upcoming bi-weekly meetings and hope all staff will keep up-to-date on the information that is being shared on the SharePoint site.

SEPTEMBER 2022 FINANCE & PAYROLL CUTOFF CALENDAR

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Accounts Payable Cheque/EFT Run	**2** Cutoff @ 4:30 for Accounts Payable Invoices	**3**
4	**5** Labour Day Stat Holiday	**6** Cutoff @ 3 pm for Stop Payments on Student Sep 9 Direct Deposits	**7**	**8** Accounts Payable Cheque/EFT Run	**9** Student Payday Cutoff @ 4:30 for A/P Invs - Timesheets & Payroll Revisions for Sep 15 Payday	**10**
11	**12**	**13**	**14**	**15** Staff Payday Accounts Payable Cheque/EFT Run	**16** Cutoff @ 4:30 for Accounts Payable Invoices	**17**
18	**19**	**20** Cutoff @ 3 pm for Stop Payments on Student Sep 23 Direct Deposits	**21**	**22** Accounts Payable Cheque/EFT Run	**23** Student Payday Cutoff @ 4:30 for A/P Invs - Timesheets & Payroll Revisions for Sep 29 Payday	**24**
25	**26**	**27**	**28** Accounts Payable Cheque/EFT Run	**29** Staff Payday Cutoff @ 4:30 for Accounts Payable Invoices	**30** Truth & Reconciliation Stat Holiday	

EMPLOYEE CONTRACTS DUE AT PAYROLL UPON JOB ACCEPTANCE. PAYROLL MUST RECEIVE CONTRACTS PRIOR TO PAYROLL CUTOFF DATE IF RECEIVED AFTER THE CUTOFF DATE, THE EMPLOYEE WILL BE PAID ON THE FOLLOWING PAY PERIOD MRTS DUE BY THE 15TH OF EVERY MONTH

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Previous issues of the *Communicator* can be found online at www.metismuseum.ca

If you would like to submit an article for the *Communicator* please contact Desirae Barker at desirae.barker@gdins.org