AODA Committee Meeting
Date: Friday, March 18, 2016
Location: Lakeshore Campus, B118
Time: 9:00am – 11:00am

In Attendance	Regrets
Jessica Bowen (JB)	Lam Trinh (LT)
Yolande Smith (YS)	Lora Nasim (LN)
Rick Follert (RF)	Daniela Napoli (DN)
Leah Barclay (LB)	Nicole Waskul (NW)
John Schroder (JS)	Tina Rodnik (TR)
Nora Simpson (NS)	Vanessa Silaphet (VS)
Tracey Maynard (TM)	Phil Legate (PL)
Deanna Merkely (DM)	Heather Snell (HS)
Humaira Pirooz (HP)	Mike Berg (MB)
Janet Hollingsworth (JH)	Akil Annamunthodo (AA)

Welcome, Introduction and Check-In	All members reported being well. **JB** welcomed guest Deanna Merkley (**DM**) Front Desk Coordinator at the Lakeshore Campus and introduced Humaira Pirooz to the committee.
Review and approval of minutes	• **TM** approved the minutes.
	• **JS** mentioned that **DM** initiated of the RAC is great and was wondering if that could be standard college-wide. **JB** stated not as yet for AODA does not cover it, it is mostly the Building Code and it is compliance based than a best practice. • **JB** shared that Brock University has recently developed a Facility Accessibility Design Standards. Therefore, any contractor that comes in has to follow their guidelines. **JB** will contact the people and Brock University and

	inquire about the process they used to develop their Accessibility Design Standards document. • **JS** stated having that Design standards here will reduce the back and forth emails between departments as well as outline who is responsible for funding of accessibility concerns. • **JB** informed members that the startup document that **MB** spoke about in the previous meeting will be sent to all Committee members. This document has a new link each semesters and it is provided to students to share with them links to various information for example some of the following items are listed below: o Important Dates o Late Admission to Humber o Locker Rentals o MyHumber o OSAP and Financial Aid o Parking o Payments • **JB** indicated that if any other departments would like there department or service to be included on this document **MB** would be happy to assist. • **LB** and **JH** stated that they would like to review the document and include their departments on it. • **JS** stated that the Committee could be included on this document in order to recruit more student Committee members. • **NS** asked if we knew of other colleges that have a centralized AODA funding. **YS** stated that she was aware that both George Brown and McMaster University had no AODA funding. • **JB** further mentioned that she will inquire with other Colleges to determine if they have centralized funding for AODA.
Residence Accessibility Committee (RAC)	• **Deanna Merkley** shared with the committee information about the Residence Accessibility Committee (RAC). The RAC was developed in response to the changing population of students in residence. The RAC Committee

	Members are currently looking at some of the barriers students encounter while living in Residence. Furthermore, DM also shared that during summer 2016 they will be renovating the single style rooms to enhance accessibility. • **DM** shared that Residence is reviewing its website for accessibility as well as in addition to ensuring **JB** assisted us in ensuring that Humber's Residence website is AODA compatible. • **DM** explained that Residence staff is very responsive to students who indicate that they have an accessibility need. However, Residence staff recognized that they wanted to be more proactive. • The RAC committee has developed an accessibility checklist for Residence. The checklist was designed after extensive research was conducted into accessible housing practices as found in both the public and private sector. The RAC pulled checklist items from resources that were relevant and applicable. • **DM** requested Committee Members' feedback on the draft checklist. • **JS** shared that at present Facilities is meeting some of the accessibility requirements as outlined in the document, for example the tables height. **JS** further stated that one of the issues is that as a part of Humber's practices, the College may want have to have adjustable tables to facilitate the needs of a variety of individuals to align with Universal Design. • **NS** explained that Universal Design is often interpreted as being a "one-size-fits-all" approach. **NS** shared the goal of Universal Design is to have flexible design so that a variety of learners can be accommodated. • **NS** commended **DM** for the work done through the RAC. She indicated that Humber College will be the only college that has done this type of ground work setting the bar high in accessibility. • **JB** shared that several members of the RAC reached out to their respective networks and

	found very few institutions had begun development of a similar process or procedure in this area. • Given that Committee Members had limited time with the document**, JB** agreed to email the draft checklist to Committee Members. Members are requested to submit their feedback to **DM** by April 8, 2016.
AODA Update	• **YS** shared that the Mandatory AODA online trainings average is 83% overall. The Business School has the highest overall online completion of 95% of all three mandatory online trainings. • **YS** thanked **JS** for assisting in having frosted areas placed on the glass of the bus shelter at the North Campus. This frosting identifies that there is a glass structure that could pose a hazard to the Humber Community.
Committee Membership Update	• **JB** reiterated that **HP** has joined the Committee, replacing Nancy Bryant. • A representative from the Centre for Teaching and Learning will be joining the committee in 2016. • **JB** indicated that she has reached out to the International Centre and requested a representative from their department. • **JB** asked the committee members if they have any preference for meeting on day of the week other than Friday for the 2016-2017 year. All committee members were in agreement that the meeting should continue on Friday mornings. • **HP** asked if the Committee meeting could be done via video to increase attendance across the North and Lakeshore Campuses. **JB** indicated that she is trying to introduce technology into the committee meetings as a way to bridge campuses.
Multi-year Accessibility Plan	• **JB** shared the draft Multi-Year Accessibility Plan for 2016-2019. • **JB** explained that a lot of the Multi-Year Accessibility plan falls under the Centre's purview. As the plan is reviewed and revised the relevant School and Departments will be

	involved in certain sections of the plan to ensure the Plan is relevant and current.
Guelph Accessibility Conference	• **JB** and **PL** proposal was accepted by the Guelph Accessibility Conference. • **JB** mentioned that it would be great if Committee members could attend. The Conference generally has a wealth of information to share.
Lunch and Learn, February 2016	• **JB** and **AA** collaborated on a Lunch and Learn in February 2016. **AA**'s sessions have been well-received by the Humber Community. • **HP** shared that she found the session helpful and would be interested in receiving more information about accessible PowerPoint. • **JB** mentioned that she has received feedback that individuals are interested in making their PowerPoint accessible. JB suggested that the Committee could propose to develop and facilitate an accessible PowerPoint session as a Lunch and Learn for next year 2016.2017.
International Women's Day	• **LB** stated that she attended IWD on March 8, 2016 and it was great. • **JB** shared that Dr. Mary Anne Chambers was the keynote speaker of the event. If any of the members were interested in watching the event, it is located on Humber Human Rights website http://hrs.humber.ca/human-rights-equity-diversity.html
2016.2017 Committee Dates/Locations	• All Committee Members are in agreement for the proposed dates for 2016.2017 academic year. • Committee members agreed to hold two meetings at the Lakeshore Campus over the 2016.2017 year. **JB** suggested to hold the September 2016 and May 2016 meetings at Lakeshore Campus and the remaining meetings at the North Campus.
2016.2017 Committee Goals	**JB** requested all Committee Members to consider any activities and/or committee goals that they would like to engage in over the 2016.2017 year and bring them to the Committee meeting scheduled for May 27, 2016.

Check-Out and Closure	All Committee Members reported having a good meeting and are looking forward to the last meeting of the year.