

## AODA Committee Meeting

Date: Friday, November 27, 2015

Location: LRC 6084

Time: 9:00am – 11:00am

In Attendance		Regrets	
Jessica Bowen (JB)		Lam Trinh (LT)	
Akil Annamunthodo (AA)		Lora Nasim (LN)	
Yolande Smith (YS)		Daniela Napoli (DN)	
Rick Follert (RF)		Janet Hollingsworth (JH)	
Nancy Bryant (NB)		Nicole Waskul (NW)	
Mike Berg (MB)		Tina Rodnik (TR)	
Leah Barclay (LB)		Vanessa Silaphet (VS)	
John Schroder (JS)			
Nora Simpson (NS)			
Heather Snell (HS)			
Phil Legate (PL)			
Tracey Maynard (TM)			
<p><b>Welcome, Introduction and Check-In</b></p>	<ul style="list-style-type: none"> <li>All members reported being well and busy and looking forward to Christmas break. <b>JB</b> welcomed back <b>HS</b>.</li> </ul>		
<p><b>Review and approval of minutes</b></p>	<ul style="list-style-type: none"> <li><b>PL</b> approved the minutes</li> <li><b>JH</b> communicated earlier this year that the Library has Accessible Content E-Portal (ACE) that five thousand (5000) books are digitalized for those who require an electronic format. <b>NS</b> stated there was no mass broadcast but the library website is really useful.</li> <li><b>MB</b> agreed to be the chairperson for the committee and all the members were in agreement.</li> <li><b>MB</b> suggested that if we had members who want to be a part of the committee who are at Lakeshore Campus, we can do web conferencing to incorporate members from the Lakeshore campus. <b>HS</b> stated that social worker students will be interested joining the AODA committee. <b>JB</b> asked that she redirect the students to her to recruit more students as well as faculty.</li> <li><b>JB</b> met with Thomas Kaddour, from Student Success and Engagement in regards to having students' participation on the AODA committee on their on their. <b>JB</b> thanked <b>MB</b> for that suggestion.</li> <li><b>JS</b> stated that there is no one on the committee with a physical</li> </ul>		

	<p>disability. <b>JB</b> shared that recruitment of people who identify as a person with a disability will continue. She also reminded the committee that there may be persons on the committee who has invisible disabilities.</p> <ul style="list-style-type: none"> <li>• <b>JS</b> shared that it would be useful to get users experiences at the College to gain a better understanding of some of the barriers people with disabilities encounter. A discussion arose among committee members about different ways to increase feedback from the Humber Community. <b>JB</b> suggested that a student focus group may be a useful way to collect information. That will help with the physical environment such as classrooms and information and communication. <b>NS</b> suggested conducting an accessibility survey to gather information and data that we never knew existed. <b>JB</b> shared that Humber conducts a lot of surveys and we would have to time a survey for the most appropriate time to try to increase response. <b>JB</b> will consult with the Director of the Centre to confirm if resources are available to engage students North and Lakeshore campuses over a lunch hour to share their experiences with accessibility at Humber. <b>HS</b> suggested Orangeville as well.</li> <li>• <b>TM</b> stated that we should position the information table on the ground floor of the LRC Building due to high traffic. <b>JB</b> shared that we can move the information table all over campus. <b>JS</b> stated at the information table that we have a sign-up sheet in order recruit students, staff members and faculty to the AODA Committee.</li> </ul>
<p><b>New Business Arising</b></p>	<ul style="list-style-type: none"> <li>• <b>HS</b> shared that the President’s lecture series has no live captioning. <b>JB</b> indicated that live captioning is not a requirement under AODA. <b>HS</b> has been reviewing the academic guidelines and suggested that these guidelines should be reviewed with an accessibility lens when it relates to students doing their placement. <b>MB</b> shared that when you are in a rush to place students in a placement you are just thinking about getting the student placed; you are not thinking about accommodation. <b>HS</b> stated that we have students who go get their own placement but there is no proper accommodation for them if they have a disability.</li> <li>• <b>NS</b> stated the every school creates their own academic policy. ALS works one-on-one with students with six different sets of rules and this can be challenging. <b>NS</b> shared that most of schools are now updating their policy and we have been invited to consult, comment and give feedback.</li> <li>• <b>JB</b> will be arrange a meeting in January 2016 with <b>HS</b>, <b>MB</b> and <b>NS</b> as it relates to the academic policy.</li> </ul>

	<ul style="list-style-type: none"> <li>• <b>PL</b> shared with members that Residence has created an Accessibility Committee to review accessibility in Residence.</li> <li>• <b>MB</b> shared with the Committee his experience during the lockdown exercise. <b>MB</b> shared that many students were coming from the Building J to Learning Resources Common (LRC). We have very small spaces on the first floor and we are supposed to shut our doors during an actual lock down.</li> <li>• <b>HS</b> is interested in the evaluation of the lock down exercise and if it speaks to persons with disability. <b>RF</b> stated he cannot speak for North Campus as he was involved in the lockdown exercise at Lakeshore Campus. MaryAnn Gregoris, Manager, Emergency Management and Training were involved in the debriefing right after the exercise with all the participants and faculty.</li> <li>• <b>RF</b> wanted to know if there is an AODA template for Fire and Lockdown signage for buildings. <b>JB</b> stated that is no AODA template but there is a piece of the legislation that speaks to Emergency Procedures.</li> <li>• <b>JB</b> explained the government of Ontario is developing Accessibility Certification Program. The AODA-HRCC will be meeting next two weeks to respond in helping the government about this certification program.</li> <li>• <b>JB, NS</b> and <b>YS</b> met in regards to the signage in the classrooms in regards to accessible furniture. We have created a poster that will be in the classroom therefore faculty members and students are aware of the accessible furniture in the classroom. <b>JB</b> stated that she wanted the committee members' feedback in the signage and appropriate language. For we have reached out to other colleges if they were experiencing the same issues and they were able to provide us samples of their signage. Please email me if you have anything further to add to the poster ensuring we are making the classroom more accessible.</li> <li>• <b>NS</b> stated that this is an issue that ALS has been struggling with and connecting CCDI. They are students who would want ergonomic chairs and it to be clear that the chair is theirs. On the other hand you have students who do not want it to be public knowledge. The idea of putting the sign on the chair and on the desk maybe problematic. We think this is an educational piece primarily for faculty members: faculties do not know that there is accessible furniture in the classroom. At first we will be doing an Awareness piece and if that doesn't work we will look at a more invasive model.</li> </ul>
<b>AODA Update</b>	<ul style="list-style-type: none"> <li>• <b>YS</b> shared that there is a steady increase in Mandatory AODA online trainings.</li> <li>• <b>YS</b> shared with Committee Members that the Creating Accessible Documents Lunch and Learn that was held on</li> </ul>

	<p>November 18, 2015 and was a success. <b>AA</b> facilitated the session and a lot of positive feedback was received from the attendees. Based on the evaluations, attendees wanted to have another workshop session soon. <b>NS</b> shared that she attended and the workshop was useful.</p> <ul style="list-style-type: none"> <li>• <b>JB</b> shared with Committee members that we had great feedback on the AODA Panel event that was held on November 4, 2015. The panelists included representatives from George Brown College, McMaster University and Spinal Cord Injury Ontario. All three panelists complimented each other's contributions.</li> <li>• <b>JB</b> and <b>YS</b> shared that they participated in a conference call with the HRCC-AODA conference was held on November 9, 2015. A few of the keys themes that arose from the conversation were that most of the Colleges are doing some form training on creating accessible documents training. Some Colleges expressed they are only able to focus on meeting compliance requirements at this point. Representatives indicated that there are fewer resources available to help institutions move beyond compliance.</li> <li>• <b>YS</b> informed the committee that <b>JS</b> has been instrumental in assisting with accessibility concerns on campus. <b>JB</b> and <b>YS</b> addressed an accessibility concern with the door of B 191 with Department of Public Safety. Public Safety quickly addressed and put into practice that Security would make sure that the door was engaged each morning.</li> <li>• <b>YS</b> informed the committee that <b>LN</b> from ITS assisted with increasing the timing of the print jobs in the library. She increased the time from fifteen seconds to ten minutes to ensure that the printer would not time-out before individuals could enter their username and password.</li> <li>• <b>JB</b> informed the committee members that the Centre met with a faculty who shared several concerns that she had related to accessibility on campus. Her main area was closed captioning requirements for HTV and other related Humber media outlets. Centre staff met with Marketing and they quickly engage in a process of updating some of their videos that lacked closed captioning. In addition, all videos shared on HTV must come with captions before they can be posted.</li> <li>• <b>YS</b> thanked the committee members for assisting with sharing information to over 400 students over three tables. We have distributed AODA information to over 1000 students between three campuses Carrier Drive, North and Lakeshore Campuses over the past three months.</li> </ul>
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**International Day of Persons with**

- **JB** stated The Centre for Human Rights, Equity & Diversity will be having a week-long celebration commemorating the National

<b>Disabilities, December 3, 2015 Information Table</b>	<p>Day of Remembrance and Action on Violence against Women. We will be hosting tables from November 30, 2015 until December 7, 2015 at all three campuses. December 3<sup>rd</sup> is International Day of People with Disabilities and the Centre's information table will be focused on persons with disabilities and day of remembrance, if any committee members are interested in coming to the North Concourse from 11:00am until 1:00pm please email me with your time availability.</p>
<b>Lunch and Learn, February 2016</b>	<ul style="list-style-type: none"> <li>• <b>AA</b> will be facilitating another lunch and learn session in February 2016. All committee members are encouraged to attend.</li> </ul>
<b>University of Guelph Accessibility Conference Topics</b>	<ul style="list-style-type: none"> <li>• Committee members suggested various topics to create a presentation proposal for the Guelph conference. Committee members expressed interest in developing a presentation proposal.</li> </ul>
<b>Check-Out and Closure</b>	<p>All Committee Members Everyone reported having a good meeting and is looking forward holidays.</p>