

**AODA Committee Meeting Minutes  
Friday, September 27, 2013  
9:00am – 11:00am**

<b>In attendance</b>	<b>In Attendance</b>	<b>Regrets</b>
Ahmed Abukar ( <b>AHA</b> )	Janet Lising ( <b>JL</b> )	Anthony Morgan ( <b>AM</b> )
Akil Annamunthodo ( <b>AKA</b> )	Khon Ta ( <b>KT</b> )	Diana Jacobsen ( <b>DJ</b> )
Alessia DiVirgilio ( <b>AD</b> )	Leah Barclay ( <b>LB</b> )	Heather Snell ( <b>HS</b> )
Candice Warner-Barrow ( <b>CWB</b> )	Mike Berg ( <b>MB</b> )	Makram Ferawana ( <b>MF</b> )
Gianluca Primucci ( <b>GP</b> )	Nancy Bryant ( <b>NB</b> )	Lora Nasim ( <b>LN</b> )
Nicole Waskul ( <b>NW</b> )	Nancy Simms ( <b>NS</b> )	Olga Lalka ( <b>OL</b> )
Vicki Samson McCann ( <b>VSM</b> )	Stephanie Latty ( <b>SL</b> )	
Scott Valens ( <b>SV</b> )	Vanessa Silaphet ( <b>VS</b> )	

### **Introduction of AODA Coordinator**

**NS:** Thanked everyone for coming and introduced **SL** to the committee and read her bio. **NS** hopes that **SL** will bring an intersectional approach to the AODA meetings and to the committee.

### **Welcome & Introductions**

Check in: All members welcomed **SL** to the committee and reported being well.

**SL:** Had a great and busy summer and mentioned the Diversity and Inclusion Dialogues and the upcoming events of the Centre

**AKA:** Advised that Guelph Humber is well on the road to becoming AODA compliant, especially with the website.

### **Minute Review and Approval**

**AD** approved the minutes of the last meeting.

### **New Business Arising**

**AD** advised that the elevators near the concourse area have been out of service. As a result students in wheelchairs are missing classes as they have to use the service elevator that needs a pass key. There is no signage indicating the disruption of service. Students are also missing their transport waiting on security to provide assistance. The pass key system is not working for the students.

**AD** asked:

- What are the response times to getting good signage up and to get the elevators working in a timely manner?
- A list of elevators that needed pass keys and what pass keys will be helpful.

**NS** suggested that no one should be lifted up or down stairs. Send a quick e-mail to **SL** if anyone needs help. **SL** will be sending out the Community Feedback Identification Form to the committee.

**GP** asked about the process of reporting a disruption of elevator service at the Lakeshore Campus.

**NS** suggested that the process is the same as in the North. Facilities should be contacted and Marketing will communicate the disruption. **NS** suggested that we need to remind marketing about the timeliness of the messages. **NS** suggested that **SL** communicate with marketing to reinforce the messaging.

**SV** advised that his department received a 50k grant to install an elevator by the Guelph Humber end of the building in building M. The elevator should be completely installed by Christmas.

**SL** advised that between April and September an accommodation template was completed and it is in the consultation stage. **SL** will be sending it to everyone for feedback. **SL** explained that the template will be used by employees who need accommodation. Also, all job postings will include AODA accommodation statements by 2014.

### **AODA Update**

**SL** then moved on to discuss the online AODA training, which has been launched in September. **SL** will be following up with the other schools within Humber College to get feedback on the training. The challenges are that people are confused between the Customer Service training and training for educators.

**SL** commented that all web content should be AODA compliant by Jan 2014. **SL** is following up with other schools to ensure the deadline is met. **SL** advised that the

Centre has been raising the profile of the AODA through HTV ads and information tables

### **Subcommittee updates.**

**SL** mentioned all the members in the subcommittees.

**VSM** advised that Marketing has a new brand rollout which is AODA compliant.

**SL** advised that September 30, 2013 is a meeting with the HRCC-AODA Committee.

**SV** then presented and gave an update of the construction in the college. The outcome;

- Discussed the bus loop and moving it for the safety of the students
- Discussed what the buildings will look like and where the departments will be located
- Discussed the Vision of the project
- Discussed the floor plans
- Completion dates is June 2015

**AD** suggested on having easy access to elevators and having swiping mechanisms in place now so that on completion of the construction they are already in place.

**SV** advised that the construction is on time and it will be in their best interest to complete on time as they will be charged a daily penalty rate

**LB** asked about the consultation process on design of the new construction that would have taken place before the construction project started.

**SV** advised that various subcommittees representing all departments were consulted to come up with the best design for all

**AD** was concerned about the number of stairs in the design and the few elevators (3) to service the disabled population.

**SV** suggested that elevators are larger than usual and easily accessible. Signage will be used to communicate priority to students in wheelchairs.

### **Accessibility Awareness Training for Educators**

**SL** then introduced the AODA Accessibility Awareness Training for Educators.

- Described what the training is about and who it is for
- Explained the training
- Showed committee where to find the training online

**GP** asked about students and their rights to knowing about accessibility.

**AD** asked about the numbers of people who were already trained on this new training

**VSM** suggested that the AODA should be part of the Teaching effectiveness certificate

**NB** suggested that people who facilitate should complete the AODA training.

**JL** suggested that **SL** should send it out to all staff.

**AD** asked if this is part of the policy

**SL** suggested that if Humber College were to be audited, Humber College must show the number of faculty that have completed the training.

### **December 3 – International Day for Persons with Disabilities**

**SL** then discussed the Dec 3, 2013 event

- The materials will be forwarded to committee members
- Discussed the program and what is outstanding.
- Mike will look at his schedule to see if he can deliver the opening remarks
- The theme is Break Barriers, Open Doors

### **Next Meeting**

Nov 29<sup>th</sup> is the next meeting

### **Closure & Check out**

**AHA** said it was a good and informative meeting.

**Everyone** also agreed and congratulated **SL** for hosting such a great meeting.

**AHA** closed the meeting