

Humber College AODA Committee

Minutes

March 31, 2017, 9:00 am to 11:00 am - LRC6084, North

In Attendance	Regrets
Robert Forward (RF)	Nora Simpson (NSimpson)
John Schroder (JS)	Humaira Pirooz (HP)
Lam Trinh (LT)	Phil Legate (PL)
Anne Zbitnew (AZ)	Rita Kohli (RK)
Natalie Bobyk (NB)	Janet Hollingsworth (JH)
Amanda Soriano (AS)	Rick Follert (RFollert)
Philip Burge (PB)	Josh Vatcher (JV)
Jessica Pilfold (JP)	Nancy Simms (NS)
Alicia Sam (ASam)	Jennie Grimard (JG)
Alicia Damley (AD)	Dana Costin (DC)
Josephine Coke (JC)	Ilham Alam (IA)
Monica Khosla (MK)	
NanaAma Pabi (NP)	
Carol Appleby (CA)	
Kimberly Zammit (KZ)	
Akil Annamunthodo (AA)	
Tracey Maynard (TM)	
Alan Rovito (AR)	
Anna Meliksetyan (AM)	
Karen Hortopan (KH)	
Brenda Ridley (BR)	
Lynn VanLieshout (LV)	
Michael Thompson (MT)	

Minute Taker: Amanda Soriano (AS)

Items	Notes
Introduction & Check In	All members reported well and were pleased to attend the meeting.
Review and approve February, 2017 minutes	Minutes approved by AM and NB .

Review of Follow-up Tasks from last meeting	Fire safety plan – MT shared that there were no new updates. The new manager at the Centre for Human Rights, Equity & Diversity (CHRED) will be taking this up when they commence their new role.
Review of Terms of Reference	MT reiterated that the AODA Committee is an advisory committee and all recommendations must be approved by the Director, CHRED. However, the committee's role in providing recommendations remains essential.
Review of Multi-Year Accessibility Plan	MT reviewed the revised Multi-Year Accessibility Plan with committee members and outlined several revisions made to the plan. The plan addresses several areas under the Integrated Accessibility Standards Regulation (IASR), namely customer service standards, transportation, information and communications, employment and the design of public spaces.
	Humber's AODA Compliance report is due by December 31, 2017.
Creating Accessible Documents	CA from the Centre for Teaching & Learning (CTL) discussed accessible documents and training for employees. Training is currently available online, but they are looking to create practical, face-to-face sessions. Startup is projected for August, 2017. *AA will also be assisting with the rollout of this initiative.
Review of Community Barrier Identification Form, Trends and Updates	MT reviewed the Community Barrier Identification Form with the committee, outlined its purpose and illustrated where it can be accessed on the Humber website.
	PB inquired about a historic list of previous community barriers that the committee could review.

MT indicated that he would inquire about this information. **CA** mentioned that the list would be useful since it would inform the way forward for the committee. AZ shared information regarding live captioning as an option for Humber events. AZ mentioned a company in Australia [Ai Media] that live captions remotely and creates transcripts of different events. **NB** shared that IGNITE uses a lot of live captioning and indicated an interest in learning more about it. After casting their votes, committee members decided on a project for the year which will focus on: Including ASL Interpreters/Live Captioning at all Humber events. Physical accessibility within the Humber community and construction/renovation of public spaces e.g. office spaces, classrooms, labs etc. – this will begin with an audit of the various departments across Humber to determine where barriers currently exist. **MK** suggested forming a subcommittee to address ground level recommendations by talking to students. MT reviewed the AODA online trainings with the committee and encouraged members to complete the revised trainings. Video Clip: Tips for Accessible Meetings Committee members engaged in a brief discussion after watching a video clip which outlined various tips for conducting accessible meetings.

New Issues Arising	AZ shared that her course which is being developed at the School of Media Studies and Information Technology will include information on how to create accessible documents.
	MK shared that the keyboard at the Accounting Centre is positioned too high and is not accessible to persons in wheelchairs. MK also pointed out that there is no push button operator for the door of the Accounting Centre.
	MT informed committee members that a new manager will soon be joining the team at the Centre for Human Rights, Equity & Diversity.
Check-out	Committee members were pleased with the meeting and look forward to the next meeting at the Lakeshore campus.

Upcoming Meeting Date: May 26, 2017 - Lakeshore, B118