

Humber College
Accessibility for Ontarians with Disability Act (AODA) Committee
Meeting Minutes
September 21, 2018 from 9:00 a.m. to 11:00 a.m.
Lakeshore Campus, WEL 304A

Present

Alexandra Ross (**AR**), Brenda Ridley (**BR**), Carol Appleby (**CA**), David Yen (**DY**), Ernie Colosimo (**EO**), Jessica Pilfold (**JP**), Jodie Glean (**JG**), John Schroder (**JS**), Lynn Vanlieshout (**LV**), Michael Thompson (**MT**), Zahra Brown (**ZB**), Karen Hortopan (**KH**), Philip Burge (**PB**)

Guests

Jason McCourt (**JM**) and Jonathon Thiang (**JT**)

Welcome and Introduction:

Committee members checked in and reported that they were well

ZB informed committee members that they were provided with posters for the upcoming AODA Lunch and Learn and DID sessions and provided members the complete AODA committee membership list and asked that members to contact her if they did not see their names on the list

Approval of Minutes

The minutes of the previous meeting were reviewed and approved with corrections noted. Phillip Burge moved to approve the minutes.

Multimedia Production Coordinator, Information Technology (IT) Services - presented by Jason McCourt

Topic: Live Captioning at Humber College Events

JM provided an overview of the three options for live captioning that will be used for Humber's upcoming convocation ceremonies:

1. BYOD model
 - External live captioning vendor is provided with an audio or video stream. Attendee has their own device and the attendee will have the full access to the caption through a website link.
2. Dual screen:
 - a) Area is set-up for close captioning with two LCD screens. One of the screens will have the captioning next to it; or
 - b) The secondary screen is set-up underneath the large screen.
3. Picture in picture
 - Live captioning text is under the live video; only two lines of text would be visible; corrections made after would not appear on the screen.

Questions and Discussion:

Members found options (1 and 2a) to be exclusionary and the last two options (2b and 3) to be more inclusive

JM showed video examples of live captioning on the second screen option. The examples showed the delay with the transcription and the amount of text that would appear on the screen

At the Take Back the Night event, Humber IT will set-up a two screen option; a secondary screen with full text alongside the main screen displaying the video stream

A question was asked about the costs. **JM** could not confirm the costs of providing live captioning. **JM** said there will be costs associated on the technology side. **JM** did not know the costs for third party vendors doing the live captioning

Accessibility Initiative Updates presented by Jodie Glean

- *Post-secondary Education Standards Development Committee*
 - Meetings have been suspended due to the Provincial election
 - Committee has not met since the new government was formed
 - **JG** received an email from Chair of the Education Standard Committee, Tina Doyle, who shared that she met with the Raymond Cho, the new Minister responsible for Seniors and Accessibility. There was no mention in the email about reconvening the committee.
- *Academic and Accommodations Inclusion Committee*
 - **JG** attended her first meeting. Purpose of this committee is to have senior level discussions pertaining to academic accommodations for students with disabilities and increasing accessibility at the College. **JG** shared three topics that arose during the meeting: provision of closed captioning services in the classroom; an accessibility audit (physical space) for Humber; and preliminary discussions on the development of an Academic Inclusion Policy.
 - **CA** stated that CTL has representation on the Academic and Accommodation Inclusion Committee as well and reminded committee members of the education program offered by CTL.
- **JG** provided the following updates and reminders to committee members:
 - Humber's Human Rights Policy and Procedures and Accessibility policies were ongoing
 - the Ontario Human Rights Commission recently launched the Policy on accessible education for students with disabilities
 - The Centre's webpage on AODA resources was updated to include recommended accessibility resources to the Humber community
 - All web content must meet level AA (Web Content Accessibility Guidelines) by 2021

AODA Video Project – presented by Jodie Glean and Jonathon Thiang, Multimedia Video Producer, Marketing and Communications

- Committee members discussed the logistics of filming three video scenes to promote daily accessible practices
- Three short video clips will be focusing on: a) use of elevator; b) removal of accessible furniture in the classroom; and c) use of accessible washrooms
- Launch date - December 3rd, 2018 – International Day for Persons with Disabilities.
- **JT** provided committee with information on preproduction logistics such as notifying public safety and coordinating locations
- Questions arose on whether there was a budget. **JG** informed the committee that a budget was not allocated to the videos.
- Discussion ensued on the importance of having student present in the video.
- **JG** stated that she would post a message on the Communique and signage on the walls to inform public that an elevator had to be reserved for filming.
- It was suggested that the videos be placed on YouTube and at Guelph-Humber and Orangeville campuses. There is a big screen in the GH atrium that is new

Event: International Day of Persons with Disabilities – December 3, 2018

- Committee members discuss several ideas on how Humber could recognize the International Day of Persons with Disabilities
- Committee members discussed the idea of having various departments host an information table and demonstrate their respective accessibility initiatives
- **JG** asked members to send pictures/information that demonstrates how their department is increasing accessibility in order to collate the information into a slideshow.
- Committee members spoke of the need to promote and communicate the importance of the day. Members stated that a video from President Chris Whitaker would be welcomed

Push Button Audit - presented by Jodie Glean

- **JG** reminded committee members of the Centre's responsibility to conduct push button operator audits across Humber's campus to check to see if there were any inoperable buttons
- **JG** asked committee members to volunteer and assist in conducting an audit
- It was suggested that security officials could assist. **JG** stated she would have to check to see if security could participate in the push button audit even though they did not sit on the committee

Next Meeting Date

The next AODA Committee meeting will be at 9:00 a.m. to 11:00 a.m. on January 18, 2019 at Friday, January 18, 2019 at The Learning Resources Commons (LRC), Room 6104

Adjournment

Meeting was adjourned at 11:00 a.m. by Zahra Brown. AODA Committee Meeting minutes submitted by Jodie Glean