Humber College AODA Committee

Minutes

September 13, 2019, 9:00 a.m. to 11:00 a.m.

Lakeshore Campus – WEL 304A

In Attendance	Regrets
Aaron Brown (AB)	Amanda Soriano (AS)
Anne Zbitnew (AZ)	Carina Cunanan (CC)
Alexandra Ross (AR)	Andrea Campea (AC)
Philip Burge (PB)	Ernie Colosimo (EC)
Jessica Pilfold (JP)	Jennie Grimard (JG)
Sacha Ally (SA)	John Schroder (JS)
Adam Benn (AB)	Philip Burge (PB)
David Yen (DY)	Kimberly Zammit (KZ)
Karen Hortopan (KH)	Lynn Vanlieshout (LV)
	Michael Thompson (MT)
	Monica Khosla (MK)
	Nancy Simms (NS)
	Natalie Bergstorm (NB)

Items	Notes
Welcome and Introduction	AB welcomed the team. Committee members introduced themselves and provided a brief check in. Committee members reported being well.
AODA Recommendations	The Committee reviewed the proposed changes to the Information and Communication Standard. Feedback are as follows: 1) From our Libraries – concern around pdfs no longer being available for use (Recommendation 2) – agreement with the recommendation to continue use of them 2) In addition many library sources are from the US – libraries do not have a lot of flexibility on obtaining non-pdf formats 3) Pursuant to Recommendation 5: Agree with recommendation – documents need to be prepared in advance with the proper accessibility features – requires a shift for document creators to do so, resources, skill, etc. 4) Pursuant to Recommendation 6: "Timely Manner", perhaps look at language (the use of timely) and explore words that provide greater clarity, so that both parties understand their obligations 5) Pursuant to Recommendation 10: Receiving ASL and LSQ translation supports are very challenging for the college sector 6) Ensuring that colleges have the resources to meet new obligations, specifically as we move towards WCAG 2.0 AA, etc. 7) Use of non-gender language in the document, removal of references to "his or her", and change to "their" – ensuring that these standards are also "accessible" in language for those who are gender diverse. While discussing the proposed standards the following points were made: 1) AZ Powerpoint's newest version has live captioning

	2) AZ Google slides has live captioning as well but not as accurate as PowerPoint 3) AZ The Faculty of Media Arts has descriptive media captioners. They have multiple staff who perform this function.
New Business	No new business arising
Staffing Update	Adam Benn (AB), the Centre's new manager introduced himself to the committee. AB will manage education and training at the Centre along with compliance with the Accessibility for Ontarians with Disabilities Act. AB will chair the AODA Committee moving forward.
Review and Approval of Minutes: May 17, 2019	Minutes approved by committee. JP put forward the motion, seconded by AB and supported by Committee.
Follow up on To Dos (Standing Item)	1) Committee to determine whether it will host a booth at the Equity Hub event.
Update on CHRED AODA training compliance	The Committee reviewed the most recently available completion statistics for AODA online training. **As of April 22, 2019** <table><tr><td></td><td>**Accessibility Awareness Training for Educators**</td><td>**Accessibility Customer Service Standards**</td><td>**Integrated Accessibility Standards Regulation**</td></tr></table>

Employee Completion	2574	3837	2446	
Total Active Employees	5301	5301	5301	
Percentage	**48.56%**	**72.38%**	**46.14%**	

Subcommittee Updates:
1) Accessible Documents and Education Subcommittee
2) Accessible Humber Events Subcommittee:
3) Physical Accessibility Subcommittee

The Committee reviewed the work and accomplishments of the subcommittees from the previous academic year in consideration of striking new subcommittees for the current academic year.

1) KH – Speaking on behalf of Accessible Documents Subcommittee: Responsible for the various accessibility related resources being added to the website. https://hrs.humber.ca/support/support-resources/humanrightsresources/aoda.html

2) (JP) – Speaking on behalf of the Accessible Humber Events Subcommittee reported that the subcommittee was responsible for initiating the movement towards the live-captioning of convocation and the President's Breakfast

   After the subcommittee was able to get both Convocation and the President's Breakfast live captioned, the subcommittee hasn't had a clear objective

3) (AR) – Speaking on behalf of the Physical Accessibility Subcommittee, reported that the intent of the subcommittee was to organize a push button audit. The subcommittee took measures to obtain a list of all the push buttons

4) Student Leader Training Subcommittee	Recommendations for future action is the establishment of departmental champions to check the push buttons in their local areas. One of the challenges with this approach is that there are some push buttons that are outside and between physical spaces. This decentralization of push button audits could assist in leading to a culture shift within the organization Public Safety tests emergency buttons but do not test the push buttons Important to note is that sometimes the programming of the button can change and create operational issues The Subcommittee also advised that they considered the promotion of the barrier form and recommended that the breakdown of barrier form requests could be useful to observe trends over time A question raised is whether the contact for the barrier form should be someone besides the Director of the Centre. Also a definition of what constitutes a barrier might be helpful on the form 4) AB on behalf of the Student Leader Training Subcommittee reported that the training developed by this subcommittee emphasized attitudinal barriers, included a TED talk about the social disability model and gave students several interactive opportunities to share and grow their knowledge of accessibility The training was offered to Resident Life staff, the Ignite Board of Directors and First Year Experience and Start Leaders at Humber. The subcommittee

	will attempt to obtain dates to provide the training to the Guelph-Humber START and FYE programs Exit ticket feedback received from the participants attending the training were distributed to committee members A future goal will be to get the AODA training added to the Student leadership summit
Upcoming Events & Announcements 1) Equity Hub – September 17th 2) Blackness and Belonging: Understanding Anti-Black Racism's Impact on Our Society – Anthony Morgan	Committee members were advised of the Equity Hub event scheduled for September 17, 2019 along with the Blackness and Belonging: Understanding Anti-Black Racism's Impact on Our Society facilitated by Anthony Morgan.
2019-2020 AODA Priorities Exercise and Subcommittee Organization	The Committee worked in groups to brainstorm answers to the following three questions in order to identify and prioritize objectives for the current year. 1) What are the accessibility issues that you are seeing in your respective area? 2) What accessibility issues do you think require urgent attention? 3) What suggestions do you have for working with accessibility within an anti-oppression framework? The Committee generated the following themed responses to the above questions:

	1) What are the accessibility issues that you are seeing in your respective areas?
	
	   i) Accommodations
	   ii) Event planning
	   iii) Field placements
	   iv) Accessible documents in library
	   v) Accessible Software availability in all labs
	
	2) What accessibility issues do you think require urgent attention?
	
	   i) Accommodations
	   ii) Closed captioning
	   iii) Departmental budgets for accessibility
	   iv) Best practices resources needed:
	       (a) Can we start the work to develop the practice Residence has an internal committee, eg. Service animals for Ontario
	       (b) Is there a best practice for a course outline eg. Check your font for size, colour contrast, etc.
	   v) Power outage for first stage fire alarm:
	       (a) Elevators ground themselves. People relying on elevator cannot get up or down. They can call x8500
	       (b) In the case of a real fire Pubic Safety can call the fire department
	   vi) In the case of the elevator being non-operational for any reason:
	       (a) An elevator technician may take up to 2 hours to attend on site
	       (b) Public Safety now has a power lift that can go up and down stairs to transport individuals who require assistance

	(c) The Guardian app is available with one button touch to call for security alternatively you can call x8500. This can be put into Communique for staff to know as well. vii) MRP – Medical Response Plan – This is a response plan for individuals requiring assistance in cases of emergency. Publishing information on it on the Communique to create awareness might be beneficial 3) What suggestions do you have for working with accessibility within an anti-oppression framework? i) Understand research of who is most affected. Possible connections with specific campus partners
Next Meeting Date and Checkout - Friday, November 22, 2019 - Location: North Campus, Learning Resources Commons (LRC) 6104 - Presidents Boardroom	Committee members reported being in good spirits after having a productive meeting and were looking forward to establishing clear objectives for the Committee in an upcoming meeting