

ACCESSIBILITY COMMITTEE

Minutes

February 5, 2020, at 11:00 a.m.

Room 208 – Main Campus

Item	Description	Action
1	Call to order – 11:05pm	
2	Roll call – All attendees Signed In -Shirley Maleet -Kathryn Griffin - Mark Colangelo -Conrad McCullish -James Coulter -Stacey Weston -Moe Nadi -Josie Donato - Mary Beth Rush -Art Barron	
3	Approval of minutes from previous meeting Minutes dated March 28, 2019 -Motion to pass March 2019 Minutes brought forth by Shirley, Seconded by Mark	
4	Updates a) Facilities Update (James Coulter) -F Block (Ace Area), Men’s Washroom is now fully accessible with lift, bidet, latch and lighting. Also on emergency power now. -Men’s Washroom near CICE also updated in accessibility -Main elevators are on emergency power now – Facilities to discuss protocol for staff to supervise and help those with accessibility needs at the elevators in an emergency. -SCCA has had renovations, Testing room has had counter height adjusted, Main Registration office and Security desks were redesigned and accessible. -AODA audits were completed over the summer. We are waiting on the final report. -Art mentioned that our Accessibility plan should reflect anything that is in that report.	

	<p>b) Report of possible Accessibility Issues</p> <ul style="list-style-type: none"> • Chatham <ul style="list-style-type: none"> - Mary Beth- accessible doors are needed at the back door of the college so that students from the accessible portion of the residence can gain entrance. - Faculty area, Testing Room, Door beside Registration all need accessible entrance button - Mark – Registration desk, Parking desk, Administration desks all at heights that are inaccessible. - Moe - Room 136 – Not accessible, has stairs, only accessible space is at back of room – hard to interact. Faculty who use carts cannot teach in that room. – James – Room is not easily modified. - Moe – Room 163 / 165 – door to room does not open wide enough to drive wheelchair through. Has no desks with changeable desk heights - Shirley – Suggested a change in policy to include accessibility considerations when renovations and furniture purchases are involved. • Downtown <ul style="list-style-type: none"> - No DT staff present - Moe – No elevator in area where TD Centre is. Stairs only. 2nd floor is not accessible. Kiara – 2nd floor is a duplicate of the first floor. All services upstairs are available on first floor for that purpose. - Josie – Media plex – Elevators often have cleaning carts left in them and are unable to be accessed. • Main Campus <ul style="list-style-type: none"> - SS Testing services needs another adjustable height desk - Josie – 321A – has no space for her, has to sit with teacher facing class. A door button is needed also. James – Will look into finding a temporary solution, however this room will change with the renovations of academic tower. - Moe – Suggested “Full Length” accessibility buttons - Moe – Zekelman Building has small bathrooms, no lifts, no auto doors. James – Building is leased, hard to change what school does not own. - Moe – misses bus often as people won’t give him right of way in main elevators in spite of signage. - Moe - Women’s washroom’s still need of accessibility updates. 	<p>Consideration for Policy subcommittee to add language around purchasing of accessible furniture.</p> <p>-James to follow up with Randy – procedure change to avoid cleaning carts left in elevator (Mediaplex)</p> <p>-Temporary Solution for 321A for Winter 202 semester – James.</p>
--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<p>5</p>	<p>Establishment of Subcommittees</p> <ol style="list-style-type: none"> 1. Accessibility Policy <ul style="list-style-type: none"> -Creating/Updating/Changing -Shirley, Art, Kathryn, Josie, Beth 2. Revised 2 Year Accessibility Plan (2020-2022) <ul style="list-style-type: none"> - Look at what has been done, what needs to be done, and develop plan for next two years. Short vs. Long term goals. Remove what has already been done. Reference audit. - Art, Conrad, James, Mark, Moe <p>TIMELINE – Art – For both – set a meeting before the end of February to begin process. An email should be sent among members to set due dates.</p> <p>FUTURE MEETINGS – Scheduled for Wednesday, April 8th at 11am. (Required to have a meeting quarterly)</p>	<p>Art to send email to subcommittee members to set date for next meeting</p> <p>Next meeting set for Wednesday, April 8 at 11am.</p>
<p>6</p>	<p>New Business</p> <ul style="list-style-type: none"> - Shirley – DT Theatre, support people are being charged full price for admittance. Art and Mark agree that fee for support people should be waived. - Shirley – Requests all video at St. Clair to have captions for those who are deaf to be able to read. Or – if not, give access to interpreters to view video before hand to better prepare them to interpret. <p>Moe – commented that this would be helpful to have more than one language in caption for those who do not primarily speak English. Art – Addressing Moe – Students have to meet minimum English standard to attend school, having multiple languages captioned not needed, however captioned in English would be helpful. Mark – expressed difficulty in taking on new procedure of captioning every video. Partial solution may be to put videos on blackboard so they are available for prep. Suggested having an accessibility tab with accessibility resources and tools for teachers.</p> <p>Art – Hard to put video captioning as a required policy on faculty. Suggested a new feature in Powerpoint that would generate captions.</p> <p>-Mark – Suggested that Health and Safety be on Blackboard instead of LMS.</p> <p>Art – is on his list to get updates done.</p>	<p>Art – Contact Joe D’Angelo for adjustment in policy to give free admission to support people.</p> <p>-Art – Is working on updating the LMS to add more about accessibility tools.</p>

	<ul style="list-style-type: none">- Moe – reported that he is still working on his accessibility report from a student’s prospective and will speak to other students with disabilities for their input.	
7	Adjournment – 12:05pm.	