**Principal’s Accessibility Advisory Committee Meeting**

**February 7, 2019**

**KC 218**

**Attendees**: Julie Horne (Chair), Doreen Vautour, Tom Jory, Chris MacNeil, Doug Mantle, Maureen Moore, MK Arundel, Jim Zucchero and Shaila Matthews

**Regrets**: Joanna Bedggood, Linda Whidden, Jeffrey Preston, Susan Mahipaul and Angela Core

**1. Approval of the Minutes from November 16, 2018**

There was a friendly amendment to the Minutes under Adjournment, Jim Zucchero did not attend and could not have seconded the motion. The Minutes will be amended to read Julie Horne seconded the motion.

**M/S** Maureen Moore, Tom Jory

**2.** **Business Arising from the Minutes**

1. **Vote on Terms of Reference**:

**M/S** Tom Jory, Jim Zucchero

1. **Update of Accessibility Policy:**

Julie Horne updated the Committee that since legislation drives the creation of the policy it does not need to go through all the usual steps for policy approval. It has gone to the Employment Relations Committee of the Board and they have approved the policy and will be recommending to the Board to approve. Once the Board approves, the policy will be sent to College Council for information only. Julie Horne thanked the Committee for the good work on this policy.

1. **Discussion of Multi Year Plan Rankings:**

Chris MacNeil had reviewed the rankings from the Committee and compiled the list into one document that he will use as his working document. He combined items together if they fell into the same category. Please see attached excel sheet for his comments.

1. **Website:**

Shaila Matthews reviewed the Accessibility Website with the Committee for input on revisions and changes. The Committee thought it would be helpful if section headers could be used so that the right audience clicks on the right document. Headers such as Employee, Student and Visitors may be easier to navigate.

1. **Duty to Accommodate Policy:**  This item was deferred to the next meeting.
2. **New Business:**
	1. **Feedback from a Students:**

Julie Horne shared concerns raised by a student to one of the members of the Committee.

1. A wheelchair access button at the front of Dante, the door itself is extremely heavy and difficult for to swing open, especially if arms are full.  – Will be added to the list for auto door openers.
2. Better ice and snow clearance in the winter. – Always an issue in winter and is always a priority of Physical Plant.
3. Better lighting at the back of Wemple Hall, by which I mean the second floor exit where you'd go to get to W170 (the biggish lecture hall), it's mostly closer to the building that needs more lighting. Pathway needs more illumination.  – Will be investigated
4. Lack of professors offering to meet with students in a more accessible area: "no way for a wheelchair user, or even me, really, to reach the uppermost floor in DL. I had a professor who had an office up there, and I had to struggle to get up there a few times. Highest room in the tallest tower, so to speak, and its narrow staircases all the way with no elevator access and me dragging my bag up.” – MK Arundel shared that there is wording in the Social Work Syllabus about reminding students and faculty to seek accommodation when necessary, and she will send Shaila Matthews the wording for distribution. A suggestion was made that perhaps the Academic Dean’s Office could send out general reminders to all faculty about accessibility and faculty’s responsibility.
	1. Disability Classrooms update:

Julie Horne updated the committee that Enrolment Services are able to ensure that all classes in the Disability Program will be scheduled in accessible classrooms.

**Action: Shaila Matthews will email Jeff Preston and Susan Mahipaul to find out which buildings are the best for accessibility and which classrooms are the best for accessibility.**

**5.** **Adjournment**

 **M/S** Jim Zucchero, Doreen Vautour