

Accessibility Committee Meeting – February 24, 2021

Meeting Minutes

1. Call to Order

Art Barron called the meeting to order at 2:04 pm.

2. Roll Call

In attendance:

Art Barron, Gerri General, James Coulter, Jorge Gutierrez Calzada, Juli Vlaminck, Kathryn Griffin, Laurisa Kapetanov, Mark Colangelo, Mary Beth Rush, Melanie DeSchutter, Stephanie DeFranceschi, Beth Storey, Beth Pirouet

Regrets:

Randall Primeau, Don Crowder, Conrad McCulligh,

3. Approval of Minutes – Previous Meeting January 27, 2021

Motion to approve – Mark Colangelo

Seconded – Laurisa Kapetanov

Opposed – none

Minutes from January 27, 2021 Meeting – Approved

4. Updates

a. Facilities Update:

- Progress is being made on the exterior balcony, outside of Student Services at South Campus.

b. Report of Possible Accessibility Issues

- Chatham

- Chatham – there are a few doors that need to be made accessible such as in the Registrar's office. When the door is left open for accessibility purposes, it creates drastic temperature changes due to the front vestibule. A thorough investigation should be done to determine which doors need accessibility buttons.

- Downtown
 - No updates

Action Item – Art Barron to head downtown to look for any concerning accessibility issues.

- South
 - No updates/areas of immediate concern.

Action Item – to establish a “Tip of the Week/Month”.

Action Item – Beth Storey will investigate and report back on the updated version of BB and any accessibility issues.

Action Item – James Coulter to find last audit and bring to next meeting.

Action Item – Art Barron to look for a report of accessibility issues from Moe.

- Online
 - A presentation was made to a group at the college, including IT and the Blackboard coordinators on Ally (an accessibility software/licence to add to Blackboard which allows for easy accessibility). This software is already being used by many other colleges in the province. If the group decides this would be beneficial, the CICE department has the funds in their operational budget to purchase the license.

Action Item – Beth Storey will follow up with the group to see if a decision has been made to purchase.

c. **Student’s Perspective (need for recruitment)**

- Stephanie DeFranceschi recruited student, Kyle Schauber who has agreed to be a student member of the Accessibility Committee.
- Action Item** – Shirley to follow up with student (send invite to meetings, terms of reference, etc.).

5. Establishment of Sub-Committees:

a. Accessibility Policy –

Members: Gerri General, Stephanie DeFranceschi, Beth Storey, James Coulter and Art Barron.

An email was sent to all members with a link to the Accessibility Policy.

Committee members are being asked to review and make changes/suggestions. (The document will track all changes). The group will meet in a couple of weeks to discuss the work/progress on the document.

Action Item – Art Barron will set the next meeting date for this committee.

b. Revised 2 Year Accessibility Plan –

Members: James Coulter, Stephanie DeFranceschi, Art Barron, and Mary Beth Rush.

Action Item – Art Barron will send email with a link to this document so the committee can make begin to review, edit, and make suggestions. Art will also set the next meeting date for this committee.

6. New Business – opened to the floor

None.

7. Adjournment -

Meeting adjourned at 2:21pm.