

MINUTES and ACTION ITEMS - ENABLE YORK

Meeting Date:	Wednesday, June 21 st , 2017	
Meeting Attendees:	Voting Members: <ul style="list-style-type: none"> ▪ Samantha Holloway (Undergraduate Student, Student Co-Chair) ▪ Ruth Bramham (Project Coordinator, CSBO) 	Ex-Officio members: <ul style="list-style-type: none"> ▪ Marc Wilchesky (Exec. Director of Counselling and Disability Services, Keele Campus) ▪ Josephine Tcheng (Education & Communications Advisor, Centre for Human Rights, Equity and Inclusion) ▪ Sheila Wilmont (Equity Officer, CUPE 3903) ▪ Deane Taylor (Manager, Accessibility, Wellbeing and Counselling Centre, Glendon Campus) ▪ Kat Kahnert-Wolchak (Coordinator, YFS Access Centre)
Guests:	Patrick Descartin (Graphic Design and Website Assistant, Centre for Human Rights, Equity and Inclusion)	
Regrets from:	<ul style="list-style-type: none"> ▪ Leanne de Filipis (AODA Coordinator) ▪ Dragan Spasojevic (Manager, Community Safety Office) ▪ Sharon Henry (VP Gender, YUGSA) ▪ Andrea Daley (Associate Professor, School of Social Work) ▪ Yvonne Simpson (Graduate Student) ▪ Dr. Marcia Rioux (Research Professor-Faculty of Health, Faculty Co-Chair) ▪ Taylor Starr (Undergraduate Student) 	
Minutes taken by:	Natasha Prashad	
Next Meeting Date:	Tuesday August 22 nd , 2017 from 2:00pm to 3:30pm in the REI Boardroom, VPD Building 2070	

Agenda

1. **Introductions and Announcements**
2. **Routine Items for Discussion**
 - a) **Approval of Notes of Last Meeting**
 - b) **Dates selected for October Open House and Roundtable**
 - c) **Options of August Meeting Dates**
3. **Discussion on membership roles available on the committee**
4. **Bookmark and Brochure**
 - a) **Review suggestions from members**
5. **Other Business**
 - a) **Government action on accessibility**
 - b) **International Day of Persons with Disabilities**

Items Discussed:

1. Introductions and Announcements

The student co-chair opened the meeting with roundtable introductions of members present.

2. a) Routine Items for Discussion- Approval of Notes of Last Meeting

Members reviewed the notes of last meeting which occurred on Tuesday, April 4th, 2017. Revisions were made to notes and approved by all members present.

2. b) Routine Items for Discussion- Dates selected for October Open House and Roundtable

Members noted that the “Open House” and “Roundtable for Students with Disabilities” will be two separate events executed by the committee. The “Open House” event will be an informal drop-in event for York community members to learn more about the committee. Conversely, the “Roundtable for Students with Disabilities” will be a formal forum for York community members to share their experiences.

2. c) Routine Items for Discussion- Options for August Meeting Dates

Members decided to have the next committee meeting on Tuesday, August 22nd 2017 at 2:00pm. .

3. Discussion on membership roles available on the committee

Members reviewed the current composition of voting and ex-officio members for the committee.

4. Bookmark and Brochure

As mentioned in previous meetings, the committee is looking to create two resources; a brochure and a bookmark to be shared to York community members at important times in the academic school year such as during Frosh Week. Additionally, these resources will be shared with organizations on both campuses who support or who may encounter students, staff and faculty members with a disability, which could include;

- Counselling and Disability Services- Keele Campus
- Accessibility, Well-Being and Counselling Centre- Glendon Campus
- Departmental offices
- Graduate Student office

- Student Centre
- College Council offices
- Masters offices

These resources will help build awareness about the committee and the work that we do. Specifically, the bookmark would direct people to visit the committee's webpage for more information.

Secondly, members discussed required content to be included on the brochure and bookmark. General content for both resources would include name of the committee, web-link to committee page, vision statement/mandate, the Terms of Reference etc. In addition, the brochure would include practical information about resources on campus that supports students, staff and faculty members with a disability.

Finally, members suggested various components to ensure both resources are designed in an accessible way. These components include;

- Creating a physical and electronic version of the brochure.
 - ✓ The online version should be designed with large font, appropriate color contrast, and be available in different languages (for students at the Glendon campus or international students)
- Creating a large print version of the brochure.
- Use basic/plain language.
- Use simple English.
- Ensure that both resources are "text-light" by communicating information in an easy to read way. This can be facilitated with the use of bullet points.
- Creating a braille version of the brochure and the bookmark.

5. a) Other Business- Government action on accessibility

Members were informed of the provincial government survey regarding accessibility barriers for students with disabilities in the education system. As noted by the *AODA Alliance*, students, teachers, parents, friends or anyone who in any way has a disability or knowledge about accessibility barriers students' face, are encouraged to complete the survey online before the deadline of July 14th, 2017.

5. b) Other Business- International Day of Persons with Disabilities

Members discussed a potential collaborative event to honor *International Day of Persons with Disabilities* in December. It was noted that the event should have interactive and discussion components.

To Do List:

Activity	Person Responsible
Share with committee members link to complete provincial survey	Natasha Prashad
Share with members amended notes of meeting from April 4th 2017	Natasha Prashad
Send speaker suggestions for event to honor International Day or Persons with Disabilities	Josephine Tcheng

DRAFT