

## MINUTES AND ACTION ITEMS - ENABLE YORK

<b>Meeting Date:</b>	Wednesday, November 28, 2018, 10:00 AM to 12:00 PM, Room 901 - Kaneff Tower
<b>Meeting Attendees:</b>	<ul style="list-style-type: none"> <li>▪ Allison Bishop</li> <li>▪ Mira Dineen</li> <li>▪ Rana Nasrazadani</li> <li>▪ Roxanne Mykitiuk</li> <li>▪ Ruth Bramham</li> <li>▪ Sheila Wilmot</li> </ul>
<b>Guests:</b>	<ul style="list-style-type: none"> <li>▪ N/A</li> </ul>
<b>Apologies from:</b>	<ul style="list-style-type: none"> <li>▪ Dragan Spasojevic</li> <li>▪ Deane Taylor</li> <li>▪ Kat Kahnert-Wolchak</li> <li>▪ Ketziah Rhule</li> <li>▪ Marc Wilchesky</li> <li>▪ Maureen Armstrong</li> <li>▪ Roxana Jahani Aval</li> <li>▪ Yasir Hameed</li> <li>▪ Yvonne Simpson</li> </ul>
<b>Minutes by:</b>	Navid Janpak (Coordinator, Centre for Human Rights, Equity and Inclusion)
<b>Next Meeting Date:</b>	Wednesday, January 16, 2018, 10:00 AM to 12:00 PM, Room 901 - Kaneff Tower

### Agenda:

1. Welcome and Introductions
2. Approval of the Minutes of Meeting of October 31, 2018
3. Business Arising from the Minutes
4. Report of the Membership Sub-Committee
5. Committee Member Report Back on Information and Material to Inform the Environmental Scan
6. Other Business

**Items Discussed:****1. Introductions and Announcements**

- The Co-Chairs opened the committee meeting with roundtable introductions by present members.

**2. Approval of the Minutes of Meeting of October 31, 2018**

- Due to lack of quorum, the approval of minutes from the October 31<sup>st</sup> meeting will be deferred to the January 16, 2019 committee meeting.

**3. Business Arising from the Minutes**

- **Uploading Content to Website:** Enable York committee members are encouraged to provide content suggestions to be uploaded to the committee webpage, which is housed on REI's website.
  - When providing content suggestions, committee members are requested to fully format the suggested content, include relevant links, and provide context indicating the relevance to the Enable York mandate.
  - All content suggestions will be circulated to the Enable York Co-Chairs for approval before they are uploaded to the committee webpage.
- **November 2017 Roundtable Document Review:** Committee members are asked to review the accuracy of the November 2017 Roundtable Recap document in relation to the CART transcript from the event.
  - Committee members will have an opportunity to discuss the accuracy of the Recap document at the January 16, 2019 meeting. Following this discussion members will vote to determine whether the document will be adopted as a public record of the event.
- **Meeting Schedule:** The Enable York Faculty Co-Chair requested to change the date of the March committee meeting from March 13, 2019 to March 20, 2019.
  - As the committee pursues its goals for the 2018-2019 year, the co-chairs will evaluate whether additional meeting dates are required.
- **Membership Attendance:** The Enable York Co-Chairs emphasized the importance of committee members attending committee meetings. Enable York members have valuable expertise and high rates of participation is required to help the committee achieve its goals for the 2018-2019 academic year.
  - The Co-Chairs have requested that if an ex-officio committee member cannot attend a meeting, they should arrange for an alternate to attend on their behalf. The name and contact information of the alternate should be provided to the Co-Chairs ahead

of time, so that they may liaise with the individual and ensure they are able to participate fully in the committee meeting.

- Committee members are reminded that the Co-chairs are happy to facilitate phone participation for those who are unable to attend meetings in-person.

#### **4. Report of the Membership Sub-Committee**

- As a result of its membership recruitment campaign, Enable York received 14 applications from community members (six faculty and eight student). The applications represent a broad cross-section of the community including: political science, health, nursing, environmental studies, education, the humanities, theatre and social sciences.
  - Applications will be reviewed between November 28- Dec 12, with the aim of confirming two new faculty members, and one new student member in time for their participation in the January committee meeting.
  - During its selection process, the sub-committee will consider representation from both contract and tenured faculty, as well as, representation from both undergraduate and graduate students.

#### **5. Committee Member Report Back on Information and Material to Inform the Environmental Scan**

- Enable York's principle project for the 2018-2019 academic year is to engage in a mapping exercise of existing committees, and structures at York where work related to disability advocacy and accessibility is taking place. The purpose of this initiative is to increase alignment and position Enable York as a central locus of knowledge about accessibility to inform policy around the university affecting faculty staff and students
  - The knowledge and expertise of all committee members will be drawn upon to inform the mapping exercise. Enable York committee members will be emailed a template one week in advance of the January 16, 2019, committee meeting. The template will be used to collect and organize information about existing committees and structures that relate to disability advocacy and disability at York. Members will have until the February 13, 2019 committee meeting to populate the template and return it to the Co-Chairs.
  - Through discussion amongst committee members, it was determined that the committee could benefit from the support of an RA/GA, who would assist with the data collection and analysis components of the mapping exercise. The Co-chairs committed to writing the Centre for Human Rights, Equity and Inclusion (REI) to request the RA position.

## 6. Other Business

- The Co-Chairs learned that the YUFA Disability Caucus is establishing an employee-employer committee related to issues of accessibility at York. The committee would consist of three students and three faculty members. The YUFA Disability Caucus chair has expressed interest in working with the Enable York Faculty Co-Chair to address issues of accessibility. The Co-Chairs will explore opportunities for future collaboration.

## 7. Next Meeting: January 16, 2019

- The next Enable York Committee meeting will take place on January 16, 2019. Pending confirmation from the Senate Executive Committee on Equity, the meeting will be used as a consultation to inform revisions to York's guidelines for [academic accommodation for students with disabilities](#). The guidelines will accompany the [Policy on Academic Accommodation for Students with Disabilities](#), updated in June, 2017.

### ACTION ITEMS:

Activity	Person(s) Responsible
Two new faculty and one new student committee member(s) will be selected by December 12, 2018	Allison Bishop, Marc Wilchesky, Rana Nasrazadani, Roxanne Mykitiuk
Enable York committee members will be emailed a template to fill in to inform the mapping exercise approximately one week in advance of the January 16, 2019 meeting.	Allison Bishop, Rana Nasrazadani, Roxanne Mykitiuk
Make arrangements for representative of Senate Executive Committee on Equity to attend January 16 <sup>th</sup> meeting for consultation on York's guidelines for academic accommodation for students with disabilities.	Roxanne Mykitiuk
Email to all ex-officio members to request they identify an alternate, in the event they cannot attend a meeting.	Roxanne Mykitiuk
Committee members are to review the accuracy of the November 2017 Roundtable Recap document in relation to the CART transcript from the event.	<u>All</u> committee members.