

**Principal's Accessibility Advisory Committee Meeting**  
**October 6, 2021 at 1:00pm**  
**Via Zoom**

**Members:** MK Arundel, Joanna Bedggood, Laura Clarke, Angela Core, Julie Horne (Chair), Tom Jory, Chris MacNeil, Doug Mantle, Jeffrey Preston, Leroy Osborne (Doreen Vautour), Linda Whidden

**Regrets:** Susan Mahipaul, Doug Mantle, Maureen Moore, Shay Morgan, Jeffrey Preston

**1. Approval of the Minutes from May 5, 2021, 2021 (C. MacNeil/ J.Bedggood)**

**2. Business Arising from the Minutes**

- a) Principal Report has been sent to PAAC and recently sent to Dave. Requested to be added to next college council.
- b) Ideas for accessibility budget has been sent to PAAC. Grant application was not approved. Continuing to look for ideas on how to spend the accessibility budget. Committee will be reaching out to colleagues and students to collate a final list of ideas.
- c) Accessibility policy, does not indicate closed captioning use at King's. Committee agreed not to add Closed Captioning, as the policy does not contain information about other resources.
- d) Closed captioning communication blitz, occurred in July. Currently running the communication blitz from September to October.

**Action Items**

- a) Principal Report add to next College Council.
- b) Principal Report to board.
- c) A. Keogh to send email to PAAC member to provide ideas on how to spend the accessibility budget.

**3. New Business**

**a) Mailboxes on Campus**

A.Core shared with the committee that there is a lack of access to mailboxes for some on campus. Decision was made to look into where the inaccessible mailboxes are.

**b) Microphone Use in Classrooms**

D. Mantle shared with the committee the concerns regarding microphone use in the classrooms, as they are not always used and it can be difficult for participants/students to hear the instructors and/or other students. T. Jory confirmed all classrooms with at least 40 students are set-up with microphone use for the instructor, but not able to set it up for the students who are participating. A. Core suggested a communication blitz for this concern.

### **Action Items**

- a) Committee to look into where the inaccessible mailboxes are on campus.
- b) Communication blitz for microphone use in classrooms.

### **4. Adjournment**

Meeting adjourned at 2:40pm.

M/S – all in favour