

**President's Accessibility Advisory Committee Meeting**  
**March 8, 2023**  
**Via Zoom**

**Members:** Joanna Bedggood, Doug Mantle, Angela Core, Susan Mahipaul, Jeffrey Preston, Dominique Perreault, Linda Whidden, Jennifer Slay (guest) Karen Gingrich (Chair), Sonya Lobsinger (Secretary)

**Regrets:** MK Arundel, Doreen Vautour, Todd Morrison, Chris MacNeil, Tiegan Elliot, Laura Clarke

**1. Introduction of New Members**

a. K. Gingrich introduced S. Lobsinger, HR Advisor as replacement for A. Keogh in the role of Secretary for the committee.

**2. Approval of the Minutes from December 14, 2022 (A. Core/D. Perreault)**

**3. Business Arising from the Minutes**

**a) Accessibility Budget**

Successful in spending 22/23 budget. Identified classrooms where ergonomic furniture is to be installed and total amount spent was approx. \$28,000. \$30,000 has been re-budgeted for next year subject to approval. Submission has also been made to complete an accessibility audit, subject to approval.

**b) Communication Blitz**

Late in Fall 2022 we had drafted a communication related to the FM systems. Discussed the draft communication being recirculated to the committee for review so that the communication can be sent out as soon as possible. L. Whidden provided an update that there will be a user-friendly link for "loanable tech" which may need to be added to the communication. Committee in agreement to have the draft communication re-circulated for review.

**c) AODA Training**

Training module is almost ready to be assigned, HR is just waiting on HR downloads to fix some issues as we experienced some technical difficulties with the module. Once the module is ready, a communication will be sent through Things@Kings and K. Gingrich will also send an email to employee associations.

**d) King's Shuttle Service**

A memo was drafted and shared with the President's Office and President has been briefed and well as discussion held with J. Major. This will be revisited when the contract is up for renewal.

## **Action Items**

- a) S. Lobsinger to re-circulate the draft FM System communication to be reviewed by the committee.

## **4. New Business**

### **a) Accessibility Board Policy PAAC**

Policy has been sent to K. Gingrich for review. This policy was previously reviewed by a committee that is no longer in existence and has been passed on to HR. K. Gingrich feels it is also important for this policy to be reviewed by this committee. The policy will be circulated to the committee for review.

### **b) Update to TOR to include Jen Slay (rep from President's Office)**

The PAAC Terms of Reference (TOR) is located on the OWL site. K. Gingrich requested that any committee members that do not have access to this OWL site to let S. Lobsinger know. Under composition of our committee in the TOR, it indicates there needs to be a voluntary member for each specific area listed and we are missing a voluntary member from the President's Office. The committee had previously discussed having J. Slay included on the committee. The understanding is that this does not need to be voted on, the committee can make this recommendation back to the President's Office. No concerns identified from the committee. Suggestion raised by J. Preston to update the wording in the TOR to reflect a representative of the EDID office. Committee in agreement to have the wording indicate a representative of EDID office and to update the wording to reflect President versus Principal.

### **c) Bathroom signage**

Additional agenda item added by J. Bedggood based on student feedback. Discussion around the signage in the washrooms related to hand washing and messaging around the zombie apocalypse as a campaign from public health. Feedback from student that felt this could be triggering or difficult for individuals with OCD. L. Whidden has also heard from students that the signs are not always well received. Suggested that a rep from communications also be included on this committee. Committee unsure of where the signage originated from, the general message it to ensure hand-washing after using the washroom. K. Gingrich to take this offline and connect with C. MacNeil to determine how this type of signage enters the community. Committee in agreement to have a represented from Communications on the committee.

## **Action Items**

- a) S. Lobsinger will circulate the Accessibility Board Policy to the committee for review.
- b) K. Gingrich to update the TOR to include a representative of the EDID office and communications as well as change Principal to President. S. Lobsinger to circulate to the committee once changes are made.

- c) K. Gingrich to follow up with C. MacNeil on process for signage and connect with Communications on representative for the committee.

**4. Adjournment**

Meeting adjourned 1:23 pm.