



Accessibility and H&S Sub-Committee Meeting
Wednesday, April 3rd, 2024
12pm
Via ZOOM

RECORD OF DECISIONS

Via Zoom: C. Goldberg (Chair), L. Spek, M. Wylie

Regrets: N. Prier (President)

Staff via Zoom: J. Hutt (Senior Advisor to the President), C. Habarugira (Executive Assistant to the President), S. Cousineau (Administrative Assistant), M. Knox (Accessibility Coordinator)

1. Opening of the meeting

Meeting was officially called to order at 12:10pm.

2. Approval of Agenda

Be it resolved that the April 3rd, 2024, Agenda be approved unanimously.

3. Approval of Minutes from March 13th, 2024

Be it resolved that the March 13th, 2024, Minutes be approved unanimously.

4. Approval of amended Terms of Reference

- The members of the sub-committee have finalized their ToRs and they were sent to translation.
- C. Goldberg proposed the AH&S sub-committee create a Coffee chat meeting three times a year.
- C. Goldberg suggests we create a CAPE accessible inbox (email address).

J. Hutt joins the meeting.

5. Other business

- M. Knox presents themselves to the sub-committee.
- The sub-committee members explain their concerns they have with CAPE's accessibility support.



6. Closing of meeting

The meeting was adjourned at 12:45pm.

The above minutes are accepted as a true representation of the Accessibility and H&S Sub-Committee meeting held on April 3rd, 2024.