



## **2.0 Scope**

All NOSM community members including staff, faculty, learners and visitors on campus.

## **3.0 Functions**

The AWG is responsible for:

- a) Providing feedback and input into the development of NOSM's policies, procedures, programs and services that promote inclusiveness and accessibility for people with disabilities and address compliance with relevant legislation;
- b) Identifying accessibility priorities established in NOSM's Accessibility Plan and assisting with NOSM's compliance with AODA (2005) and Standards (IASR, 165/16) and advising on allocations of available resources for these initiatives;
- c) Monitoring the requirements of accessibility reports to the Ontario Government;
- d) Liaising with other community accessibility advisory committees for best practice. This includes the Lakehead and Laurentian Universities' Accessibility Committees, through the Co-chair's participation on these Working Groups to ensure alignment of NOSM's accessibility plans.
- e) Serve as a resource to NOSM on issues related to accessibility.

## **4.0 Working Group Processes**

The AWG shall meet regularly and at the call of the Co-Chairs. In addition, the Working Group members may provide feedback as needed. The AWG will use consensus to make decisions. In June and December, a report will be prepared for the Chief Operating Officer who for information purposes may submit to the Management Steering Group.

## **5.0 Membership & Quorum**

The membership is comprised of staff and/or faculty members who are passionate and committed to inclusiveness and accessibility within NOSM.

At a minimum, three individuals representing the academic units (appointed by the Vice Dean, Academic) and three individuals representing Human Resources, Finance, Communication or Information Technology (appointed by the Chief Operating Officer).

Members appointed to this working group will be for a three-year term. Co-Chairs will be selected from the AWG membership and serve at least a 2-year term. At June of each year, members will advise the AWG of their continued commitment.

On any matter that needs approval, the quorum shall be half the membership plus one.

Guests may be invited depending on the agenda of the meeting.

## **6.0 Reporting**

AWG reports to the Chief Operating Officer at NOSM.

## **7.0 Meetings**

The AWG shall meet quarterly and at the call of the Co-Chairs on an as needed basis.

DRAFT

<b>DO NOT REMOVE THIS VERSION RECORD FROM THIS DOCUMENT</b>		
<b>Version</b>	<b>Date</b>	<b>Authors/Comments</b>
1.0	2017 12 20	Draft developed for AWG review
2.0	2018 04 24	Draft revised by AWG for approval by COO

DRAFT