

Northern Ontario School of Medicine École de médecine du Nord de l'Ontario $\dot{P} \cdot \nabla \cap \Delta^{*} \dot{\Delta}^{*} \Delta^{*}$

Accessibility Working Group Terms of Reference						
Approved By:	Management Steering Group					
Approval Date:	2018 01 DD	Effective Date:	2018 MM DD	Review Date:	2020 09 01	
Responsible Portfolio:	Administration					
Responsible Officer(s):	Chief Operating Officer					

1.0 Purpose

The Northern Ontario School of Medicine (NOSM) is committed to core values of respect and inclusiveness by fully integrating accessibility and diversity in its academic mission and institutional functions and foster an open, welcoming, and supportive community for all learners, staff, and faculty and community members with disabilities¹.

The Accessibility Working Group is responsible for ensuring policies, procedures, services and programs that build an understanding of accessibility and provide tools to support NOSM's administrative practices, learning, teaching, research, and service. The Accessibility WG assists the School in complying with the *Ontario Human Rights Code, R.S.O. 1990, Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and its Integrated Accessibility Standards Regulation (165/11)* including regular review of the implementation of the Accessibility Plan in the School.

¹ Disability is defined per section 2 of the AODA (2005) and section 10 of the OHRC (R.S.O.1990) as follows: (a) any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device,

⁽b) a condition of mental impairment or a developmental disability,

⁽c) a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language,

⁽d) a mental disorder, or

⁽e) an injury or disability for which benefits are claimed or were received under the insurance plan established under the Workplace Safety and Insurance Act, 1997.

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 Cochair'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.

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Version	Date	Authors/Comments			
1.0	2017 12 20	Draft developed for AWG review			
2.0	2018 04 24	Draft revised by AWG for approval by COO			