

University of Melbourne Student Union
Accessibility Action Plan (AAP) Working Group

draft Minutes

2:00 – 3:00pm 28.11.2016

**Training Room 2, third floor
Union House**

Meeting 4

Chair: Susan Hewitt, Manager Arts & Entertainment

1 Welcome and introductions

1.1 Apologies: Tyson Holloway-Clarke, Cassandra Prigg

1.2 Attendance: Jess Kapuscinki-Evans, Christian Tsoutsouvas, Stephanie Di Battista, Yasmine and Yan and Austin

1.3 Actions from previous minutes to report – Sam Rankin (Info Desk) has compiled and mapped the hardcopy feedback to the google doc student survey.

Other 2 actions noted have not been achieved

1.4 Susan gave an overview of the work completed to date for handover purposed for the incoming Officer Bearers, President and Gen Sec.

An overview of the survey was presented. The conversation was contributed to by Jess and Christian

Stephanie identified the role of the Working Group as a group who will assist the entire organisation with any concern or issue to do with Access.

2 Framework – the Plan and next steps

2.1 The WG acknowledged that the development of AAP requires specialist skills and that professional advice via a consultant will be required.

ACTION: Susan with the Disabilities Officer will look into this – Consultant fees

2.2 The Working Group identified that improvements to ACCESS can be implemented while work continues on the development of the Plan.

Space requirements:

- Access to quiet and sensory friendly spaces on campus
- Assistive Technology – Bailleau Library tutorial rooms
- Screen Reader Software to assist visually impaired

Training: Dependent on needs of the organisation

- Mental Health First Aid
- General disability awareness training – Recommend Arts Access training for this. Some staff completed this training in 2014. Feedback, found it extremely beneficial.
- Staff who have received Relevant training to be identified via lanyards

ACTION: Stephanie to commence the implementation of some training with volunteers

2.3 Introduce Access as a budget line in department budgets for Auslan Interpreters and captioning requirements etc.

ACTION: Susan to follow up

2.4 Survey Results to be handed over to incoming 2017 Disabilities OB's.

ACTION: 2016 OB's to complete

3 Other matters

4 Next Meeting: 09/02/2017 @ 3pm

6 Close: 3:00pm

AAP Working Group:

Chair: Susan Hewitt, Manager, Arts & Entertainment

Disabilities Officer(s);

President, UMSU;

1 representative from Student Council;

2 representatives elected by GM UMSU;