

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

**draft Minutes**

**11:30 – 12:30pm 20.10.2016**

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

**Meeting 3**

Chair: Susan Hewitt, Manager Arts & Entertainment

**1 Welcome and introductions**

1.1 Apologies: Christian Tsoutsouvas

1.2 Attendance: Tyson Holloway-Clarke, Jess Kapuscinki-Evans, Stephanie Di Battista

1.3 Actions from minutes to report – AAP survey's developed on google doc's. Student and Staff specific. A total of 104 student surveys were received (this includes 25 returned hardcopy surveys) and 27 Staff surveys.

It was noted by the Working Group that the feedback received is insightful and broad in nature to well inform the development of the AAP.

The survey is now closed.

**2 Framework – the Plan and next steps**

**2.1** Hardcopy survey data to be entered and mapped to online survey data.

ACTION: Jess and Christian to organise a student casual to do this.

**2.2** The Working Group identified the need to commence the educative process to staff and students and communicating UMSU's commitment in making improvements.

ACTION: Tyson to compile copy for inclusion in staff e-news. Thank you to staff and students who completed the survey and to students and staff who are actively engaging in building ACCESS awareness and opportunities for inclusion in event programming. Where to from here.

**2.3** The following has been identified by the Working Group as areas that can be implemented going into 2017.

- Training (as identified in survey feedback). Goldie is organising Mental Health Awareness training for the incoming OB's. Susan recommended the Arts Access Workshops.
- Introduce Access as a budget line in department budgets, for Auslan Interpreters and captioning etc.
- UMSU website

**2.4 DRAFT** Framework for AAP required to hand over to incoming 2017 Disabilities OB's. Stephanie has provided some examples to the Working Group.

**ACTION:** Tyson to work with Jess and Christian, ready for discussion at next meeting. A full report of data from the AAP Survey will also be available.

**3 Other matters**

Access Officer role proposed – this role would assist the organisation with the implementation of the AAP and support department staff in effectively developing department plans.

**4 Next Meeting Thursday 24<sup>th</sup> November @ 11.30**

**6 Close: 12.30**

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**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;