1. Purpose:

The University of Manitoba has established the Accessibility for Manitobans Act Steering Committee (UMAMASC). The purpose of these Terms of Reference is to direct and guide the committee in carrying out its roles and responsibilities.

2. Mandate:

The UMAMASC will promote the University’s compliance with each standard that is regulated under The Accessibility for Manitobans Act and that the Accessibility Plan is completed or reviewed every two years starting in 2016.

In addition, the committee’s mandate is to help the University implement relevant parts of the Strategic Plan in particular:

a) Provide accessibility and reasonable accommodation in all of our programs for students with disabilities. (*Taking our Place: University of Manitoba Strategic Plan 2015-2020, Priority 1, Goal 1*)

b) Increase student, staff, faculty and leadership diversity that reflects society, especially with respect to the inclusion of people with disabilities. (*Taking our Place: University of Manitoba Strategic Plan 2015-2020, Priority 4, Goal b*)

3. Guiding Principles:

The committee must have regard for the following principles in carrying out its mandate:

- Access: Persons should have barrier-free access to places, events and other functions that are generally available in the community;
- Equality: Persons should have barrier-free access to those things that will give them equality of opportunity and outcome;
- Universal design: Access should be provided in a manner that does not establish or perpetuate differences based on a person’s disability;
• Systemic responsibility: the responsibility to prevent and remove barriers rests with the person or organization that is responsible for establishing or perpetuating the barrier.

4. **Committee Roles and Responsibilities:**

The committee will:

• Consider the full range of disabilities in identifying barriers and contribute to an Accessibility Plan to encourage reduction of the barriers.
• Encourage actions to address barriers and gaps including business practices and ways to build awareness and knowledge on identifying and meeting the needs of people with disabilities.
• Identify the persons, units, organizations or resources required to implement the required plans and actions.
• To the extent possible, provide that all materials produced by the committee, whether written or otherwise, that are to be shared with the public, are clear and in plain language, concise, logical and unambiguous.
• Make information regarding its recommendations and plans available to the University community.
• Abide by these Terms of Reference and the Act as it relates to the committee’s roles and responsibilities.

5. **Membership**

The committee will be co-chaired by the Associate Vice-President (Human Resources) and the Human Rights and Conflict Management Officer. The co-chairs may recommend members for the committee; the membership should represent a diversity of viewpoints relevant to faculty, staff, and students.

6. **Structure**

Meetings will be approximately an hour and a half, and will be convened at the request of the co-chairs (approximately every month). Meetings will be facilitated by the co-chairs. Administration and coordination support will be provided by the Office of Human Rights and Conflict Management.

7. **Sub-Committees**

The formation of sub-committees may be necessary to develop plans for the implementation of each of the standards or other issues. The committee may create sub-committees to provide advice to the committee for consideration, with membership which may include individuals who are members of the main committee as well as other members of the university community and external resources.