

## 1. CALL TO ORDER

Call to Order – 11:32 am

## 2. TERRITORIAL ACKNOWLEDGEMENT

We acknowledge that this meeting is being conducted on the unceded territories of the Coast Salish peoples; which, to the current knowledge of the Society include the Squamish, Musqueam, Stó:lo, and Tsleil-Waututh people.

## 3. ROLL CALL OF ATTENDANCE

### 3.1 COMMITTEE COMPOSITION

- |   |                      |
|---|----------------------|
| 1. Vice President Student Services ( <i>chair</i> ) | Darwin Binesh        |
| 2. Vice President Student Life                      | Deepak Sharma        |
| 3. Board of Directors Member                        | Curtis Pooghkay      |
| 4. Student At-Large                                 | Mohammad Ali         |
| 5. SUDS Representative                              | Anthony Janolino     |
| 6. SUDS Representative                              | Weldon Haywood       |
| 7. Hi-FIVE Representative ( <i>non-voting</i> )     | Tanya Miller         |
| 8. Hi-Five Representative ( <i>non-voting</i> )     | Jennifer Hoffmeister |

### 3.2 ABSENCES

- Deepak Sharma
- Anthony Janolino

## 4. ADOPTION OF THE AGENDA

### MOTION AFAC 2015-10-29:01

Curtis/Mohammed

*Be it resolved* that the agenda be adopted as presented.

CARRIES

*DISCUSSION*

## 5. RATIFICATION OF REGRETS

## 6. OLD BUSINESS

## 7. NEW BUSINESS

### 7.1 AFAC FUNDING APPROVAL PROCESS

#### *DISCUSSION*

- SFSS has historically very little disbursement process or protocol – little accountability, few means of disbursement
- We want to streamline the process and make sure it is well defined, and spending is accountable
- Governance reform
  - New ED was hired to implement governance reform
  - Board has adopted Carver's Policy Governance
  - Role of Board is strategic and student engagement, ED is exclusive employee of the Board
  - We are currently in a transitional phase of clearer and clearer separation of operations and governance
  - AFAC disbursement request is first opportunity to look at disbursement protocol
  - Spending money is spending student money – there must be clear and strong accountability
  - We want to reinforce accessibility on campus by reinforcing governance structures and operational policies
- We want one consistent process and consistent criteria for funding requests and request approvals in order to streamline requests
- All around the organization, there have been some process challenges such as retroactive approvals of funding requests – we need to improve this and show demonstrated accountability to spending student funds

### 7.2 ACCESSIBILITY PROJECT WORKER POSITION (DALING) - \$487.27

#### **MOTION AFAC 2015-10-29:02**

Curtis/Mohammed

*Be it resolved* that AFAC approves \$487.27 for the extension of up to 4 days of work for the temporary Accessibility Project Worker in order to complete a comprehensive presentation on the accessibility audit report for the Board of Directors of the SFSS and research alternative funding sources to support the implementation of its findings.

CARRIES

#### *DISCUSSION*

- Very comprehensive report was drafted for the Board
- This will provide an opportunity to provide higher level
- A lot of findings of report require action and would require additional funding sources – this position should look into such additional funding support
- Would this amount suffice for additional funding sources?
- This group should be provided with the report drafted by project worker
- Amendment to motion made to include

- Staff needs to put together a clear work plan

### 7.3 FRIENDSHIP BENCH PLAQUE (HI-FIVE) - \$750

#### **MOTION AFAC 2015-10-29:03**

Mohammed/Curtis

*Be it resolved that AFAC approve \$750 from line item 995/42 - Accessibility Fund for the purchase of the Friendship Bench Wall Plaque.*

CARRIES

#### *DISCUSSION*

- 50% of cost split with Health and Counselling
- Plaque still in designed, but will include SFSS logo and Hi-Five Logo
- Looking to rename area where the plaque will reside
- What is a friendship bench?
  - Visual symbol of mental health and meant to encourage a conversation regarding mental health bench

### 7.4 DISABILITY AWARENESS WEEK (SUDS) - \$3,163.30

#### **MOTION AFAC 2015-10-29:04**

Weldon/Mohammed

*Be it resolved that AFAC grants SUDS up to \$3,163.30 from line item 995\42 Accessibility fund for the Disability Awareness Week, as presented.*

CARRIES

#### *DISCUSSION*

- SUDS put on first disability awareness week at SFU
- Goal is annual event
- There was on and off campus tabling, a social, presentations
- Highlights
  - I would like to see me staff and Board members participate
  - Possibility of steering committee
  - Looking into sources of funding for further research
  - Report will be coming from a workshop conducted during the week

### 7.5 HI-FIVE – \$429.68

#### **MOTION AFAC 2015-10-29:05**

Curtis/Mohammed

*Be is resolved to approve the reimbursement of \$429.68 from line item 995/42 – Accessibility Fund for Hi-Five expenses as attached.*

CARRIES

#### *DISCUSSION*

- No uncaptured, 'approved' expenses to be coming to the committee for retroactive approval

## 8. ATTACHMENTS

- Attachment 1 - HiFive BA Quote
- Attachment 2 - SUDS Disability Awareness Week Grant

## 9. ADJOURNMENT

Adjournment – 12:19 pm

Quote #: 101298 Rev -  
 Date: 16-Jan-15



**QUOTATION**

Attn: Erika Horwitz  
 SFU Health & Counselling Services  
 Address: 8888 University Dr  
 Burnaby  
 Phone: 778-782-4615  
 Email: [ehorwitz@sfu.ca](mailto:ehorwitz@sfu.ca)

Site Address: 8888 University Dr  
 Burnaby

Project Name: SFU - Hi FIVE

SIGN TYPE	DESCRIPTION	UNIT COST	QTY	EXTENDED
A1	Description: <b>Wall plaque</b> Size: ~2' x 30" Material: 1/4" brushed aluminum engraved & infilled graphics  Install: concrete wall Quantity: 1	\$1,514.00	1	\$1,514.00
A2	Description: <b>Sign Type Description</b> Size: ~2' x 30" Material: 1/4" brushed aluminum printed graphics  Install: concrete wall Quantity: 1	\$755.00	1	\$755.00
Notes:	Installation: Included Site Survey: n/a Permits: n/a Engineering: n/a Lead Times: ~4 Weeks from approval of shop drawings			

Account: Brooks Amos  
 Phone: 604-998-0822  
 Email: [brooks.amos@innovativesignage.com](mailto:brooks.amos@innovativesignage.com)

Client Approval: \_\_\_\_\_  
 Approved by: (Sign) \_\_\_\_\_ Date \_\_\_\_\_  
 \_\_\_\_\_  
 Approved by: (Print name & title)

**Terms & Conditions**

1. QUOTATION: Quote subject to site survey, final shop drawing approvals, permits and engineered stamped drawings. Any deviations from the original specifications carry an implied understanding for revision of our quote. This quotation is valid for thirty (30) days from date of issue.
2. DEPOSIT: 35% Deposit required upon placement of the order unless otherwise specified.
3. DESIGN: Quote includes for three rounds of revisions on proofs and/or shop drawings. Additional design work performed at customer's request such as drawings, layouts and samples will be charged for at current rates. Vector and/or print ready artwork to be provided as outlined in the Innovative Signage Artwork Requirements. Additional fees apply for re-creating artwork.
4. SHOP DRAWINGS: Shop drawings provided on placement of order. Innovative Signage is not responsible for errors if work is completed as per customer's approval.
5. ALTERATIONS / CANCELLATION: Quotations are for work according to the original specifications. If through customer's error, or change of mind, work has to be redone, such work will carry an additional charge at current hourly rates.
6. PAYMENT TERMS: Net thirty (30) days, unless otherwise provided in writing. All claims must be made within five days of receipt of goods.
7. DELIVERY: Unless otherwise specified, the price quoted is F.O.B. our plant. Costs associated with crating and shipping are additional.
8. INSTALLATION: Installation dates will be confirmed upon receipt of permits and/or approval of shop drawings. Installation is to be completed during regular business hours with unobstructed access to all sign locations. Quotation is based on the installation of all signs at the same time. Additional fees will apply due to site delays or the site not being ready.
9. ELECTRICAL: Power to all sign locations and electrical hook up is by others. Electrical permit fees are not included in this quote.
10. EXCLUSIONS: Unless specified, this quotation does not include for lift rentals, removal of existing signs, concrete footings and/or bases, repairs to walls or surfaces prior to installation, city permit fees, variance fees, engineering and geotechnical reports. Any fees associated with these items will be additional.

**Students United For Disability  
Support (SUDS)**

Simon Fraser University  
8888 University Drive  
Burnaby, BC V5A 1S6  
Canada

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<b>Stakeholders</b>	<b>Event</b>	<b>October 8, 2015</b>
Simon Fraser Student Society (SFSS)	Disability Awareness Week: 2015	
<b>Contact Information</b>	<b>President:</b> Weldon Haywood <b>whaywood@sfu.ca</b>	<b>Secretary:</b> Elizabeth Sousa <b>suds@sfss.ca</b>

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- Goals**
- Our request of **\$ 3163.30** from the SFSS will help SUDS:
- To raise awareness about students with disabilities
  - To promote disability justice
  - To create a sense of community
  - To promote inclusivity and diversity on campus
  - To create understanding of the issues student with disabilities go through
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**Overview**

This is the first Disability Awareness Week (DAW) at SFU to promote greater awareness around issues of disability justice and accessibility among the SFU community. This week-long series of events is being organized by Students United for Disability Support, and is planned as the first annual edition of this kind! DAW is also being organized with support from Out On Campus and SFPIRG. This is happening from October 19<sup>th</sup> till the 23<sup>rd</sup> 2015. The first day tabling and from 20<sup>th</sup> till the 22nd are presentations and workshops with a closing social on the 23<sup>rd</sup>. The first day we are expecting 18 internal and external organisations to table. For each workshop and presentations we are expecting 20 to 30 participants, and the social around 30 to 50. We are asking students, staff and other participants to registration online.

**Event Details**

**Agenda**

- October 19: Organizations tabling in support of Disability Awareness Week
- October 20: SFPIRG workshop: Charity is Not Enough: Why We Need Disability Justice Welcome BBQ, Tour the ASB
- October 20: Students United for Disability Support (SUDS): Stella Young TED Talks: Inspiration Porn Objectification of Disability and discussion
- October 21: Community Living Society: Presentation
- October 21: Neil Squire Society: Presentation
- October 22: What Does Accessibility Look Like workshop
- October 22: Out on Campus: "Sins Invalid" film screening and discussion

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Monday, October 19th - Disability Organizations and SFU students groups  
tabling from 10am – 3pm in the AQ.

Tuesday, October 20th - SFPIRG workshop: Charity is Not Enough: Why We Need  
Disability Justice, 11:30am – 2pm, MBC 2290

Tuesday, October 20th - Students United for Disability Support (SUDS): Stella  
Young TED Talks: Inspiration Porn Objectification of Disability and discussion, 3 –  
4:30 pm, MBC 2290

Wednesday, October 21st - Community Living Society: Presentation on the work  
they do in supporting and serving people with developmental disabilities,  
11:30am – 1:30 pm, MBC 2290

Wednesday, October 21st - Neil Squire Society: Presentation on the work they  
do empowering people with disabilities through technology, skill development  
and employment, 2:30 – 4:30 pm, MBC 2290

Thursday, October 22nd, What Does Accessibility Look Like? Presenters: Weldon  
Haywood & David Ng. This workshop explores the systemic issues regarding  
ableism discourses within the education system, in the hopes of bringing an  
intersectional lens that contends with the way that people with different  
abilities, disabilities, and lived experiences navigate the world. We hope that this  
workshop will build upon grounds of compassion, empathy and solidarity; so  
that we can all find ways to affect and create social change within the  
educational structure. 11:00 am – 2:30 pm, MBC 2294

Thursday, October 22nd - Out on Campus: "Sins Invalid" film screening and  
discussion around intersections of disability and queerness, 3:30 – 5 pm, MBC  
2294

Friday, October 23rd - Closing Social, 3:30 - 6pm, MBC 2290

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Canada

**Value for the SFSS** In return for supporting Disability Awareness Week, the SFSS will be afforded the following benefits:

- SFSS Logo on the on the banners and posters
- An opportunity to support a student organization that advocates for an underrepresented portion of the SFU's student population
- Help promote diversity on campus
- Help provide the education and understanding of accessibility for students with disabilities throughout our academic community

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**Summary** Granting our request for **\$ 3163.30** in SFSS grant funding will greatly support disability awareness on campus

By sponsoring this event you are:

- Grow awareness and membership of SUDS as a part of the SFSS
- Informing on an often unacknowledged and underrepresented group on campus
- Supporting students with disabilities
- Opening dialogue about disability issues and concerns

We hope that you choose to help fund Disability Awareness Week events and we look forward to discussing this proposal with you soon. You will find budget breakdown attached.

Best Regards,

Weldon Haywood  
President ( SUDS)  
604-445 -3810  
whaywood@sfu.ca



**Disability Awareness Week 2015 Budget Analysis**

<b>Revenues</b>		Projected	Actual	<b>Expenses</b>		Projected	Actual
<b>Internal Funding</b>				<b>Equipments rental</b>			
SUDS Core Contributions	\$	700.00	\$ 700.00	North AQ tables, chairs, rollling board setup and cleaning 18 sets		\$ 1,800.00	\$ -
			\$ -	Neil Squire Society - projector & screen		\$ 95.00	\$ -
			\$ -	Community Living Society - projector & screen		\$ 95.00	\$ -
			\$ -	SUDS workshop - flip chart & White board		\$ 36.00	\$ -
			\$ -	SUDS film discussion - screen & projector		\$ 95.00	\$ -
Total Internal Funding	\$	700.00	\$ 700.00			\$ -	\$ -
<b>External Funding</b>				Total Equipment Expenses		\$ 2,121.00	\$ -
Student Engagement Fund	\$	1,000.00	\$ -	<b>Facilitator Honorarium</b>			
			\$ -	Neil Squire Society		\$ 200.00	\$ -
Total External Funding	\$	1,000.00	\$ -	What accessibility Looks Like (David Ng)		\$ 300.00	\$ -
				Community Living Society		\$ 200.00	\$ -
						\$ -	\$ -
<b>Total Revenues</b>	<b>\$</b>	<b>1,700.00</b>	<b>\$ 700.00</b>	Total Honorarium Expenses		\$ 700.00	\$ -
<b>Grant requested to cover unmet need</b>				<b>Advertisement / Promotion</b>			
SFSS Accessibility Fund	\$	3,163.30	\$ -	Banner (8ftx3ft)	\$96.00 x 3	\$ 288.00	\$ -
				Banner (5ftx3ft)	\$60.00 x 5	\$ 300.00	\$ -
Total grant requested	\$	3,163.30	\$ -	Poster (tabloid)	\$0.50 x 50	\$ 50.00	\$ -
				Misc printing		\$ 100.00	\$ -
				Buttons (paid out of core)	400 buttons & printing	\$ 60.00	\$ -
						\$ -	\$ -
				Total Advertisement / Marketing Expenses		\$ 798.00	\$ -
				<b>Refreshments</b>			
				Oct 20 SFSS catering - SUDSFilm		\$ 92.29	\$ 92.29
				Oct 21 SFSS catering - CLS		\$ 77.34	\$ 77.34
				Oct 21 SFSS catering - NSQ		\$ 206.48	\$ 206.48
				Oct 22 SFSS catering - Access (David Ng)		\$ 202.06	\$ 202.06
				Oct 23 Social - SFSS catering	\$260.88	\$ 260.88	\$ 260.88
				Sushi	\$101.75	\$ 101.75	\$ 101.75
						\$ -	\$ -
				Total Refreshments Expenses		\$ 940.80	\$ 940.80
				<b>Other Expenses</b>			
				T-shirts for members (paid out of core)		\$ 230.00	\$ -
				Day Parking Passes for facilitators	\$7.35 x 10	\$ 73.50	\$ -
				Total Other Expenses		\$ 303.50	\$ -
				<b>Subtotal Expenses</b>		<b>\$ 3,922.50</b>	<b>\$ -</b>
				<b>Contingency</b>		<b>\$ -</b>	<b>\$ -</b>
				<b>Total Expenses</b>		<b>\$ 4,863.30</b>	<b>\$ -</b>
				<b>Net Income from Budget (projected)</b>		<b>\$ 3,163.30</b>	
				<b>Net Income from Budget (actual)</b>		<b>\$ 4,163.30</b>	