

1. CALL TO ORDER

Call to Order – 11:31 AM

2. TERRITORIAL ACKNOWLEDGMENT

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 Tseil-Waututh people.

3. ROLL CALL OF ATTENDANCE

3.1 Accessibility Committee Composition

VP Student Services (*Chair*).....Jimmy Dhesa
VP University Relations.....Erwin Kwok - late
Faculty Representative (Communications, Art, & Technology).....Juvina Silvestre
Faculty Representative (Education).....Jamie Zhu
Student At-Large Paige Nock
Student At-Large Vivian Ly

3.2 Society Staff

Administrative Assistant.....Nadine Ratu
Accessibility Worker Alyssa Chan
Campaigns, Research, & Policy Coordinator..... Pierre Cassidy

3.3 Regrets

Student At-Large Paige Nock

4. RATIFICATION OF REGRETS

4.1 MOTION AFAC 2018-02-26:01

Juvina/jamie

Be it resolved to ratify the regrets from Paige Nock.

CARRIED

5. ADOPTION OF THE AGENDA

5.1 MOTION AFAC 2018-02-26:02

Juvina/Jamie

Be it resolved to adopt the agenda as presented.

CARRIED

Erwin Kwok came at 11:33am

6. MATTERS ARISING FROM THE MINUTES

6.1 MOTION AFAC 2018-02-26:03

Vivian/Erwin

Be it resolved to receive and file the following minutes:

- Accessibility Committee 2017-02-05.pdf

CARRIED

7. NEW BUSINESS

7.1 Let's Get Accessible – MOTION AFAC 2018-02-26:04

Erwin/Vivian

Be it resolved to approve \$100 from the Accessibility Fund for the SFSS Let's Talk Disability Event on the Burnaby Campus

CARRIED AS AMENDED

- Suggestions:
 - To change the date because the application deadline for Fraser Health was missed
 - To have more food options
 - To be held at Burnaby campus first then at Surrey campus closer to March
- Project lead has placed an order for a cotton candy machine and waiting for delivery
- Amendment: change Surrey campus to Burnaby campus

7.1.1. MOTION AFAC 2018-02-26:04-01

Jovina/Jamie

Be it resolved to amend the above motion.

CARRIED

8. DISCUSSION

8.1 Let's Get Accessible Burnaby

- Successful event with an estimation of 70 students attending
- Suggestions:
 - To move the table from B9200 to the AQ or West Mall for the next event

9. UPDATES

9.1 Accessibility Grant Update on SFSS Website

- Update is accessible at Google sfss/grant.com
- Suggestions:
 - Committee members to test accessibility of website and send feedback to Communications Coordinator
 - To have Word documents in correspondence with PDF files related to Grant related documents to make it more accessible for students with disabilities
 - Communications Coordinator to develop a report of the accessibility of all the documents on the SFSS website
 - To follow guidelines from disability advocates regarding the accessibility of the website
 - Committee to bring a motion to the Board

- To develop a general accessibility guideline for all documents posted on the SFSS website

9.2 Accessibility Designated Assistant

- Small scale events seem to be successful with the exception of Surrey events

10. ATTACHMENTS

- Let's Get Accessible Surrey – proposal

11. ADJOURNMENT

MOTION AFAC 2018-02-26:05

Jamie/Juvina

Be it resolved to adjourn the meeting at 12:05 PM.

CARRIED

SFSS Let's Get Accessible Surrey – Proposal

Time and Date

Suggested date: Thursday, March 8th, 2018 11:30 am-1:30 pm

Overview of event

- Theme: free popcorn and coffee for students with a brief explanation of our new accessibility granting program
 - Briefly engage with students while they are in line with a few discussion questions relating to disability
- Tabling event – distribute coffee and information cards with information regarding the SFSS Accessibility Grant

Location

SFU Surrey Mezzanine

Purpose

- To inform members of the availability of the accessibility fund, which is taken from student tuition to make events more accessible

Targeted Attendance

- ~ 50 people (students getting in/out of class)
- Main audience is event organizers and attendees with and without disabilities

Who will I request support from?

- Request that 3-4 Accessibility Committee members be present to help facilitate discussion and actively engage students
- Accessibility request – Alyssa has worries about transiting to Surrey safely and should be accompanied by another AFAC representative

Preparation

- Similar to the movie night, provide discussion questions related to disability for students. Have about three (no more than four) people there at a time
- Book table/space in Shrum Science Centre

- Materials: popcorn and coffee, popcorn machine, information cards
- Set-up:
 - Keep a tally of how many students show up
- Leave the last few minutes to clean up any popcorn that may have fallen on the ground

Stakeholders

- SFU students
- SFSS Accessibility Committee
- SFSS Board Members

Discussion questions/script

- Have you ever been to an event at SFU?
- Have you ever organized an event on campus?
- Do you or anyone else you know have accessibility needs?
- Do you know about SFSS's Accessibility Fund?
 - If "yes": That's great!
 - If "no": That's okay! We can give you an introduction now. Basically, we set aside some money from every undergraduate student's tuition to "help remove barriers to participation in Student Society activities". Here are just some examples of how the Accessibility fund can be used:
 - Printing meeting minutes in Braille
 - Hiring a sign language interpreter for a club event
 - Captioning services at an SFSS political debate
 - Building a ramp to get to an SFSS meeting
- (For both "yes" and "no" responses) We recently developed a program for our accessibility fund, which requires students submitting accessibility requests to fill out a grant application form, and we're in the process of finalizing it. Basically, the completed form will be evaluated by us, and you would be free to fill out an appeal form if you are dissatisfied with the results of the evaluation. You would also be required to fill out a post-event report within ten days of the event. Here are some cards with more information.

Metrics/Measurables

- Number of RSVPs on Facebook event
- Attendance at event (one SFSS representative should keep a tally)

Costs

- Use popcorn kernels and information cards from Burnaby event – no cost
- Coffee - \$18.99 per carafe (serves 10) – feed about 30 people, buy three carafes
 - Coffee costs: \$56.97

- Total costs: \$56.97
- Be it resolved to set aside \$100 from the Accessibility Fund for this event.

Next Steps

- Approve the event by February 26th and finalize details – completed
- Submit work order to Sindhu to begin marketing and promotions two weeks before the event – share event through email with Centre for Students with Disabilities, SFPIRG, student unions, and clubs
 - Promote through Facebook event one week in advance
 - Board of Directors and AFAC members can attend student union, club, and SFPIRG meetings to promote this event in person the week of
- Print out another copy of discussion questions for tallying event attendance