1. CALL TO ORDER

Call to Order – 3:35 PM

2. TERRITORIAL ACKNOWLEDGMENT

We respectfully acknowledge that the SFSS is located on the traditional, unceded territories of the Coast Salish peoples, including the xʷməθkʷəy̓əm (Musqueam), Sḵwx̱wú7mesh Úxwumixw (Squamish), Selíĺwitulh (Tsleil-Waututh), kʷikʷəƛ̓əm (Kwikwetlem) and Katzie Nations. Unceded means that these territories have never been handed over, sold, or given up by these nations, and we are currently situated on occupied territories.

3. ROLL CALL OF ATTENDANCE

3.1 Accessibility Fund Committee Composition

VP Student Services *(Chair)* ....Christina Loutsik
Board of Directors Representative ....Jennifer Chou
Board of Directors Representative ....Emerly Liu
At-Large Representative .... Maneet Aujla
At-Large Representative .... Rayhaan Khan
Student At-Large...Vivian Ly
Student At-Large... Anastasiia Lozitskaia
Student At-Large...Mikaela Basile

3.2 Society Staff

Campaigns, Research, & Policy Coordinator ....Sarah Edmunds
Administrative Assistant...Kristin Kokkov
Executive Assistant...Shaneika Blake

3.3 Guest

Student...Teghan Acres

3.4 Regrets

Student At-Large...Mikaela Basile

4. RATIFICATION OF REGRETS

4.1 MOTION AFAC 2019-10-09:01

Anastasiia/Emerly
Be it resolved to ratify regrets from Mikaela Basile.
CARRIED AS AMENDED
Amendment: Add "Mikaela Basile"

5. ADOPTION OF THE AGENDA

5.1 MOTION AFAC 2019-10-09:02

Emerly/Maneet

Be it resolved to adopt the agenda as amended.

CARRIED AS AMENDED

5.1.1 MOTION AFAC 2019-10-09:02-01

Maneet/Emerly

Be it resolved to amend the agenda.

CARRIED

New Business: 6.1 Table Microphones

6. NEW BUSINESS

6.1 Table microphones – MOTION AFAC 2019-10-09:03

Emerly/Rayhaan

Be it resolved to approve up to 520$ for table microphones for four council meetings. **CARRIED**

7. DISCUSSION

7.1 Ban the Bottle Feedback

- There is a suggestion to remove bottled water from sale on the campus
- The aim is to raise the awareness about the issues of bottled water and minimize the plastic

Rayhaan Khan and Vivian Ly entered the room at 3:40PM

- The replacement resources are looked for, so that people would have replacement options – for example, aluminum, glass bottles, or sports bottles,
    - It is noted that nothing certain is in place yet.
- SFSS is arguably on the board with this idea.
- It is brought out that the focus is on bottles that are on sale right now, but there are also other plastic cups in dining services that can be included.
    - It is suggested that the staff would need to know how to handle different cups that different places are providing.
- Question: would the plan be to have brand new bottles for people to take or reuse old bottles?
    - The sanitation can be compromised if old bottles are reused
- It is said that the process has not been figured out yet
- It is suggested that the facilities that distribute reusable bottles should be available 24/7
    - It is pointed out that the security problem can arise
- There is a suggestion that there might be a need for various sizes and the bottles with built in straws or lanyards
    - For example there are kids at the campus – there could be various sizes for kids also.
- It is said that there have been discussions with SFU:
    - SFU arguably said that they will get rid of the single use bottles, but there is no plan yet.
- It is brought out that there is a problem with water stations – the water stations are dirty sometimes:
    - The maintenance problem – a suggestion is made that the filters need to be replaced more frequently.
    - Arguably there is money allocated to put more water stations in.

7.2 Earplugs for students

- Since the construction work creates considerable noise, it is suggested to provide students with earplugs.
- It is mentioned that previously there were earplugs at the Student Centre, but not anymore,
  - It is advised to order earplugs in large quantities to make them cheaper, e.g. 1000 pairs at a time.
- It is suggested to have earplugs that have strings, because the plugs can get stuck in the ear.
- It is said that SFU has provided the earplugs previously, perhaps they can be contacted.

Guest left the meeting 3:50 PM

7.3 Grant Process Feedback

- A committee member points out that there is a previous version of accessibility grant process feedback which is better that the current one;
  - There are several documents – post-event form, feedback form etc.
  - The link to entire folder (including the forms) is sent to everyone.
- There is a question raised about the accessibility grants to the externals.
  - It is suggested that the student projects could apply as externals
    - It is necessary to expand how to define the external group
- It is said to be an issue that this grant is approved through the committee only – this is the only grant that is not approved by the staff.
  - It is claimed that this policy should be cleared, because when the committee doesn't meet often enough, there can arise a problem that the council cannot get the grant in time
    - If the grant is not approved on time, the events can't get organized on time.
- It is suggested that the committee could decide to allocate some amount of the money for the staff to process
  - The staff could process the grants a lot quicker and they could report back to the committee.
- It is suggested that the meetings could be held through Slack – there would be records of meetings.
  - The online meetings would be acceptable.
  - The video conferencing is allowed by the Rober's Rules
  - The minutes could be taken through Slack.
- It is brought out that Slack might not be the best meeting software, because it doesn't allow group calls that large.
  - Skype could work
- It is suggested to give grants training to staff so that they would understand the process and the reimbursement would be more efficient.
  - The reason: right now it takes a long time to get the reimbursement, because the process is not a very efficient one.
- A question is raised if the approval is be a Board motion;
  - Arguably it is a grey area, because this fund is so unique–
  - There is a suggestion to have a meeting with the funds and finance persons.
- There is a question, how much money is there in the fund for the grants?
  - This is something to be talked to the Finance Manager;
    - It is suggested to invite the Finance Manager to the next meeting.
- In conclusion it is said that the application forms and the guide should be more accessible
  - The suggestion is to use the old form as a template, because the new form is worse.

7.4 Updates on the Accessibility Policy

8. ATTACHMENTS

- SFSS-Accessibility-Grant-Application-Form-1 – Microphones for SFSS Council.pdf

9. ADJOURNMENT

MOTION AFAC 2019-10-09:05
Maneet/Rayhaan
Be it resolved to adjourn the meeting at 4:20 PM
CARRIED

SFSS ACCESSIBILITY GRANT APPLICATION FORM

1. APPLICANT INFORMATION

1.1 First Name

1.2 Last Name

1.3 Student Number

1.4 Telephone

1.5 Email

1.6 I am an undergraduate student at SFU

☐ Yes
☐ No

2. TYPE OF APPLICATION

2.1 Is this request to increase the accessibility of, or reduce barriers to, a specific event?

☐ Yes
☐ No

IF YOU ANSWERED 'YES' TO QUESTION 2.1, COMPLETE SECTION 2

IF YOU ANSWERED 'NO' TO QUESTION 2.1, SKIP TO SECTION 3

2.2 Have any confirmed attendees expressly communicated their need for special accommodations?

☐ Yes
☐ No

2.3 Have you have already requested an SFSS grant in relation to this event?

☐ Yes
☐ No

IF YOU ANSWERED 'YES' TO QUESTION 2.3, ANSWER 2.4 AND SKIP 2.5

IF YOU ANSWERED 'NO' TO QUESTION 2.3, SKIP 2.4 AND ANSWER 2.5

2.4 If yes, please write the grant reference number

2.5 Please provide a brief description of the event or activity for which you are request support (be sure your description answers the 'who,' 'what,' 'when,' 'where,' 'why,' and 'how' of your event. Be sure to note how many attendees you expect to be impacted by the accessibility grant.

2.6 Please describe how this event will support the 4 pillars of the SFSS mission to improve the experience of undergraduate students at SFU. If applicable, how will the event improve the:

1. Social experience of undergraduate students	
2. Academic experience of undergraduate students	
3. Financial experience of undergraduate students	
4. Health and wellbeing of undergraduate students	

2.7 Please attach the final report for any previous SFSS grant or SFSS accessibility grant application you have been awarded

2.8 Please list the projected attendance of your event broken down into the following categories:

Group	Projected Attendance
1. SFU Students	
2. SFU staff/faculty	
3. Non-SFU students	

Group	Projected Attendance
4. Guest speakers and presenters	
5. General public	

2.9 Please list any groups, student, university, and other with which you will be participating

2.10 Please provide a projected list of your expenses.

Type	Value

2.11 Please provide a list of your projected revenues.

Type	Value

3. ACCESSIBILITY GRANT REQUEST DETAILS

3.1 Please describe how the even poses an accessibility challenge for students with disabilities.

3.2 Please list the accessibility challenges you are trying to overcome, and the supports you are requesting using to overcome those challenges – include any estimates from service providers in the email submission of this form.

Support	Cost
Total	

4. OTHER DETAILS

4.1 Please provide any other details you think may be relevant in considering this request.

Please note that the SFSS requires at least 10 calendar days (excluding submission and event day) to process Accessibility Grant requests. Please refer to the SFSS Accessibility Granting Guidelines for more information.

For Office Use Only

Processing Timeline

Date received by Accessibility Designated Assistant	
Date submitted to the Member Services Coordinator – Clubs	
Date submitted to Accessibility Committee	
Date reviewed by Accessibility Committee	

Decision

☐ Approved

☐ Not approved

Accessibility Committee Chair

Name	Signature	Date

Additional Notes: