1. CALL TO ORDER

Call to Order – 1:34 PM

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 Tsleil-Waututh people.

3. ROLL CALL OF ATTENDANCE

3.1 Accessibility Committee Composition

VP Student Services *(Chair)* ....Jimmy Dhesa
VP University Relations...Erwin Kwok
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 ....Zoya Nari
Chief Executive Officer...Martin Wyant

4. ADOPTION OF THE AGENDA

4.1 MOTION AFAC 2017-10-16:01

Jamie/Erwin

Be it resolved to adopt the agenda as presented.

CARRIED

5. MATTERS ARISING FROM THE MINUTES

5.1 MOTION AFAC 2017-10-16:02

Erwin/Jamie

Be it resolved to receive and file the following minutes:

- Accessibility Committee 2017-09-18.pdf

CARRIED

Martin Wyant arrived at 1:37 PM

6. NEW BUSINESS

6.1 SFU Autistics United Neurodiversity and Autism event – MOTION AFAC 2017-10-16:03

Juvina/Jamie

Be it resolved to approve $231 from the Accessibility Fund for the SFU Autistics United Neurodiversity and Autism event on Tuesday, October 31st.

CARRIED

- One committee member stepped out of discussion due to a conflict of interest

7. UPDATES

7.1 Accessibility Designated Assistant

- Dragon Naturally Speaking
  - Concerns:
    - Can be inaccurate at times as it needs time to recognize each individual's voice
    - Manual causes some confusion in terms of certain tasks
    - Meant to be used by one individual at a time
    - Does not include punctuation
      - Suggestion: to possibly have someone manually input all the punctuations
  - Accessibility Assistant still researching further uses of Dragon Naturally Speaking to make it easier
  - Notes:
    - Type of headphones make a difference in the quality of words picked up
    - Suggested not to use this program in large public events
  - Suggestions:
    - To possibly have volunteer transcribers instead of using CART for smaller events, however, CART is preferred for the AGM (preferences from deaf members)
  - Will be putting this project on pause and will be focusing on creating a volunteer transcribing group
- Facilities Map
  - To identify accessible regions around campus (ex. Elevators)
  - SFU facilities was previously contacted back in May, in which they are preparing a similar task
  - Suggestion:
    - To provide a written transcription of the map
    - Have the document available through the facilities and SFSS

8. ATTACHMENTS

- Colour-coded floor plans - pdf.pdf
- Dragon Naturally Speaking briefing note.pdf
- Facilities maps - briefing note.pdf
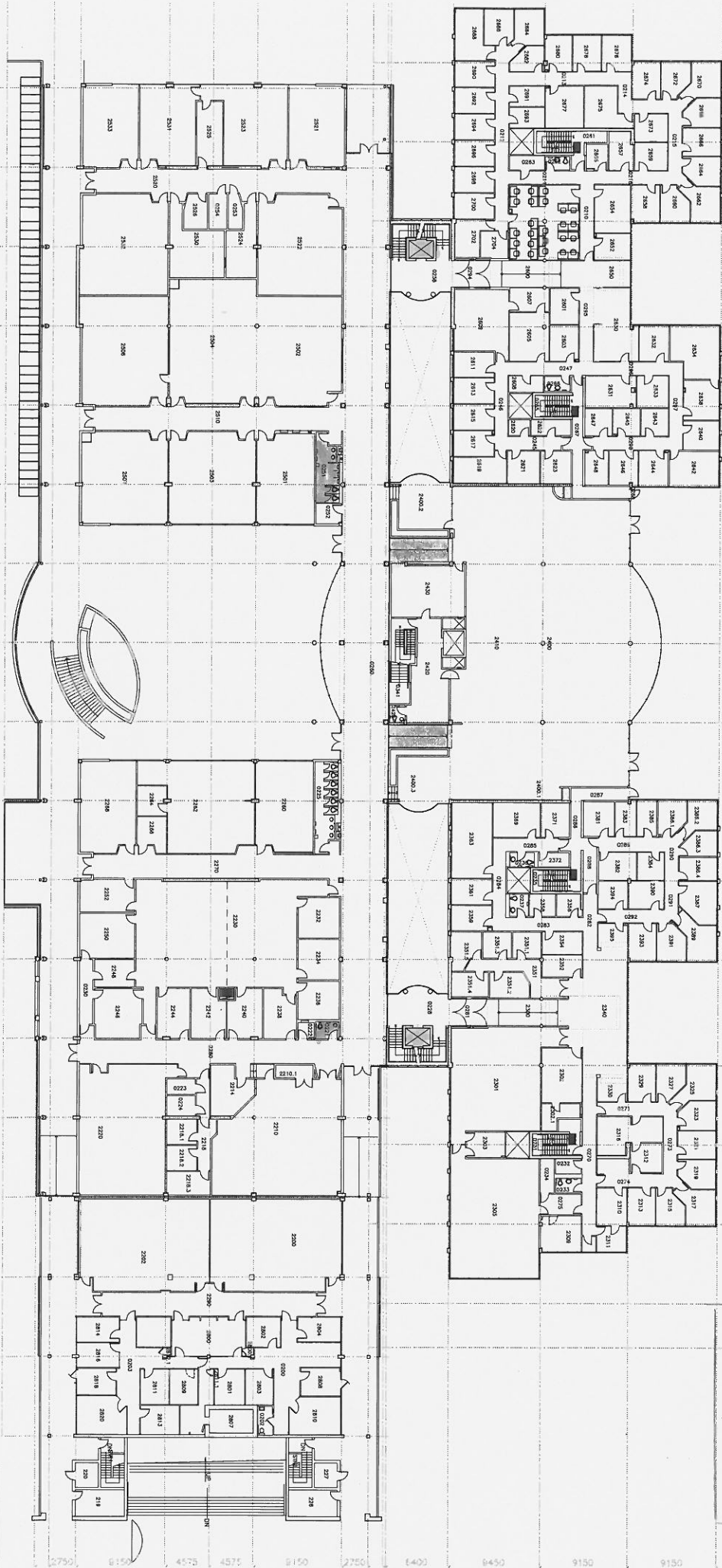- SFSS GRANT ACCESS FORM - SFU Autistics United.pdf

9. ADJOURNMENT

MOTION AFAC 2017-10-16:04
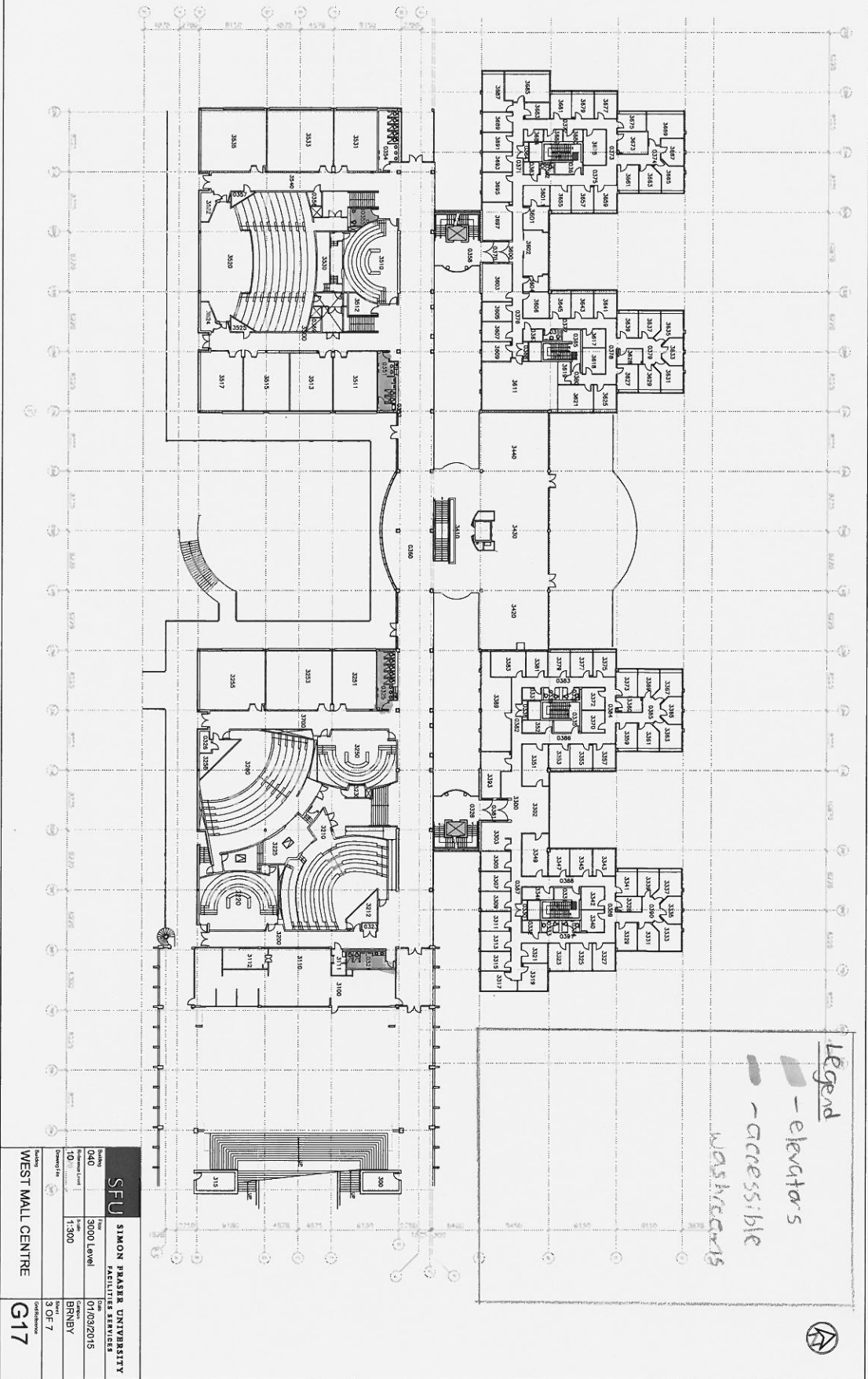**Erwin/Paige**
Be it resolved to adjourn the meeting at 1:55 PM.

CARRIED
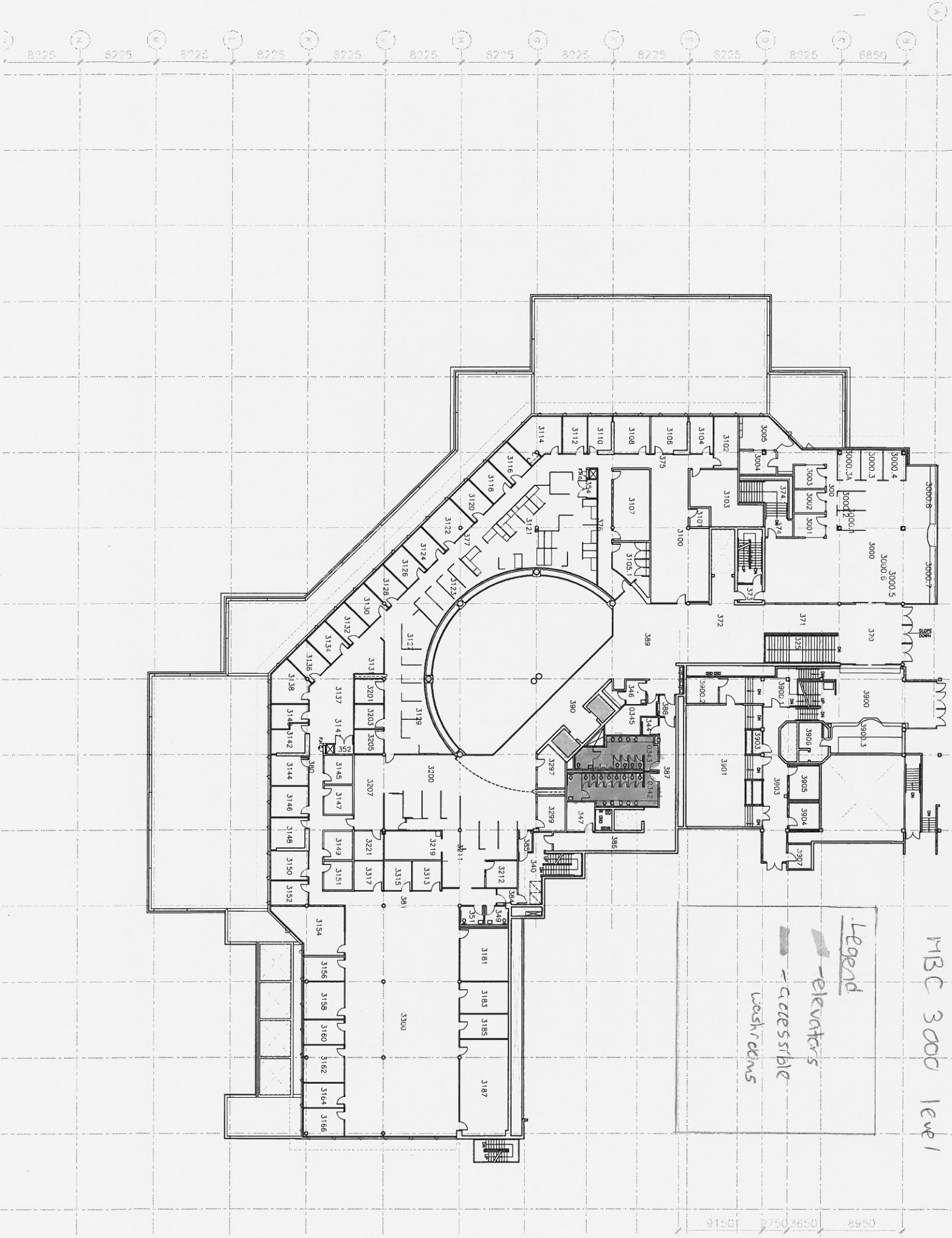
SFU

Building
WEST MALL

Building
040

Reference Level
09

Drawing File

WMC (West Mall Centre) — 3000 level

Legend
— elevators
— accessible washrooms

Legend
= elevators
= accessible washrooms

3114 3112 3110 3108 3106 3104 3102 3005 3004
3116 375 3003 3002 3001 300 3000.3A 3000.3 3000.4 3000.8
3118 3103 3000.2 3000.1
3120 3107 3101 374 3000.7
3122 377 376 3100 373 3000 3000.6 3000.5
3124 3121 3105.1 372 371 370
3126 3123 389 325 3900
3128 3127 346 3900.2 3900.1 3903 3905 3900.3
3130 390 345 388 3903 3906
3132 344 387 3901 3903
3134 3135 3201 343 3905
3136 3133 3297 342 3904
3138 3137 3203 340 386 3907
3141 3205 3299 347 385
3142 352 3145 380 3200 381
3144 3147 3207 3219 3211
3146 3149 3221 3212 340
3148 3151 3315 3313 381
3150 3152 3317 351 349
3154
3156 3181
3158 3183
3160 3185
3162 3187
3164 3300
3166
3139
3129

MBC 1000 ~ level

Legend
— elevators
— accessible washrooms

Transport Centre 3000 level

300

315

317
318
320
322
324
326

3015 3014.1

3014

3013

3012

310

3000

329
328
327

314N

314.2 314.1

Legend
— elevators
— accessible washrooms
— ramps

UP
UP
UP
UP
UP
UP

8225
8225
8225
8225
8225
8225
8225
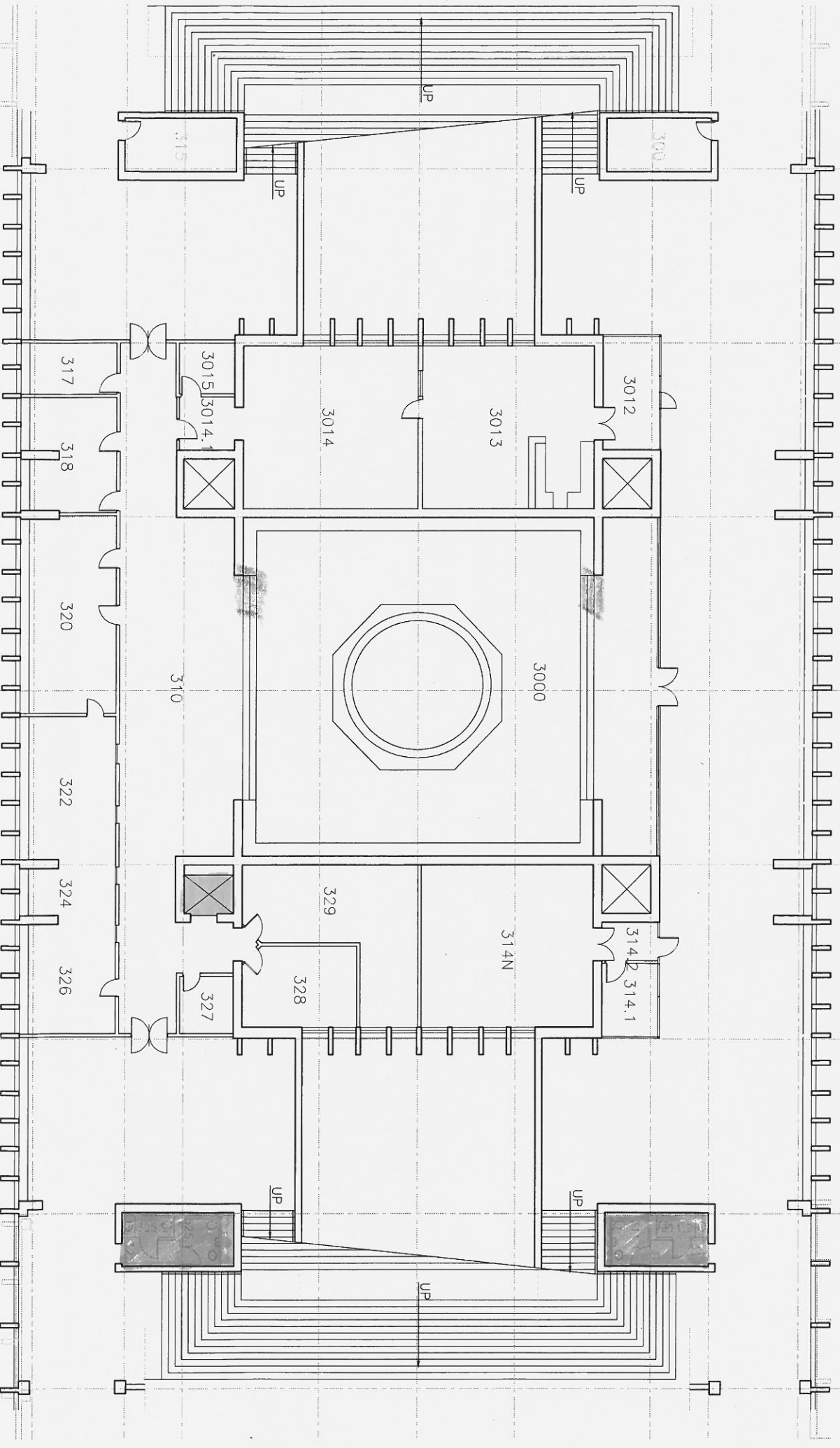
WAC Bennett library - 3000 level
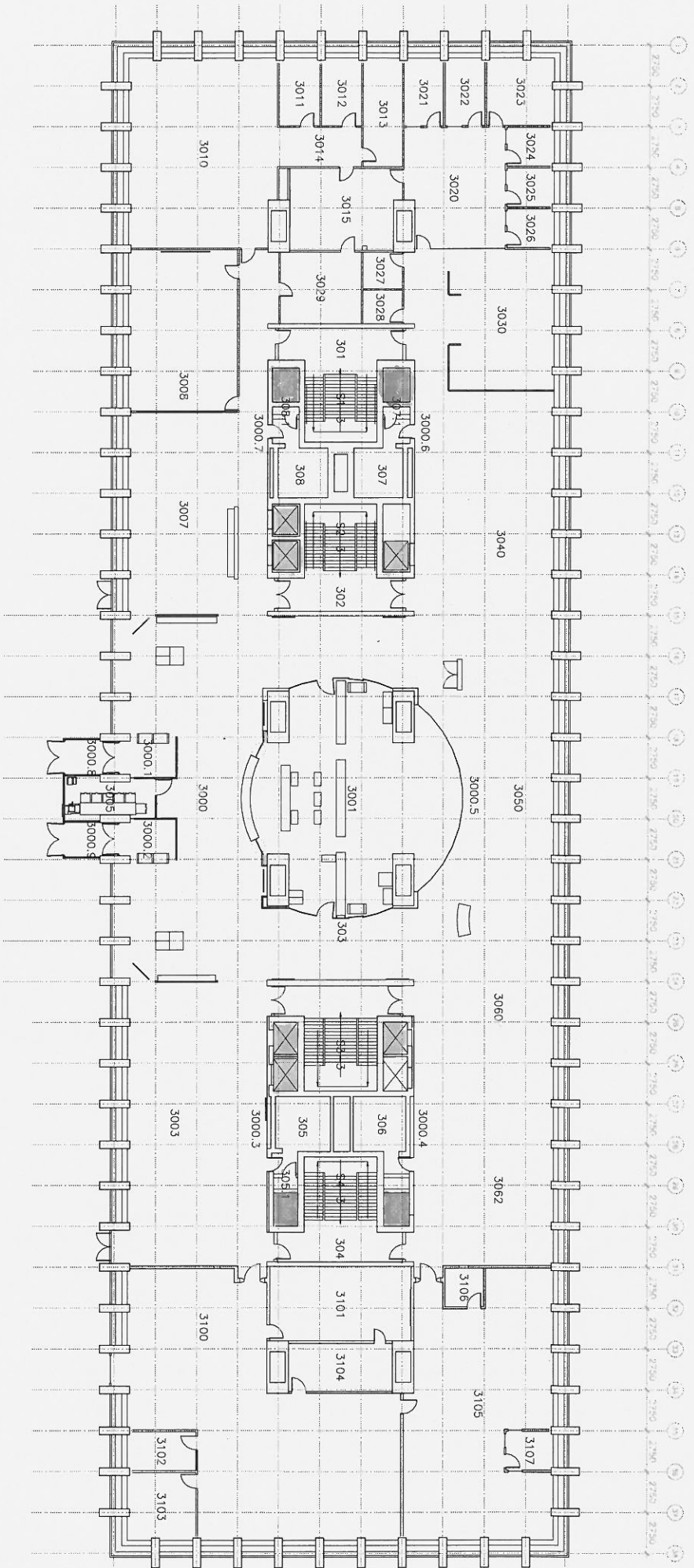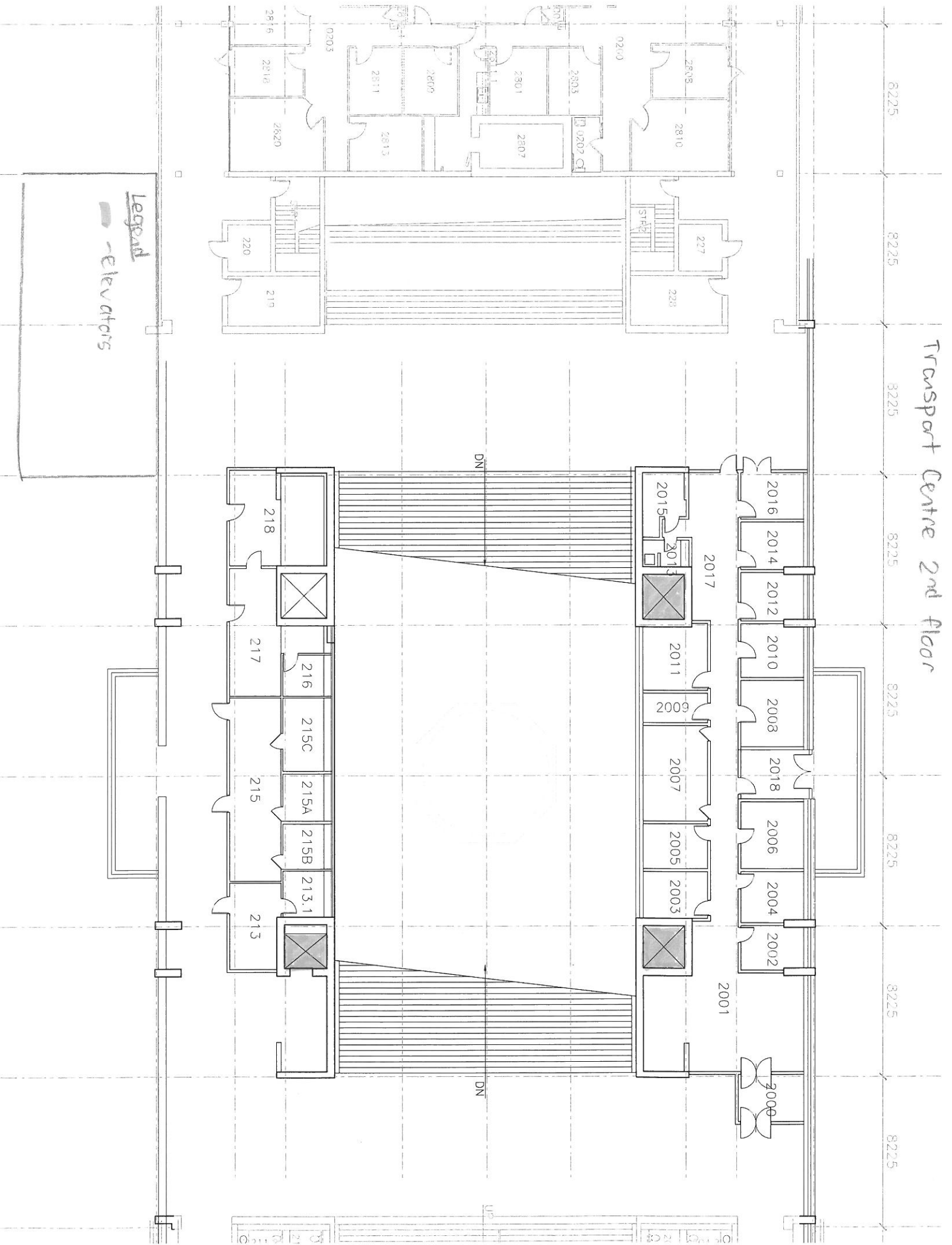
Legend
— elevators
— accessible washrooms

Rooms:
3011, 3012, 3013, 3014, 3015
3021, 3022, 3023, 3024, 3025, 3026, 3027, 3028, 3029
3020, 3010, 3030, 3040, 3050, 3060, 3062
3000, 3001, 3003, 3005, 3007, 3008
3000.1, 3000.2, 3000.3, 3000.4, 3000.5, 3000.6, 3000.7, 3000.8, 3000.9
3100, 3101, 3102, 3103, 3104, 3105, 3106, 3107
301, 302, 303, 304, 305, 306, 307, 308
3051

MBC 2000 - level 1

Legend
— elevators
— accessible washrooms
— wheelchair refuge area

BASEMENT FLOOR PLAN

MAIN FLOOR PLAN

UPPER FLOOR PLAN

CENTRAL MALL

CENTRAL MALL
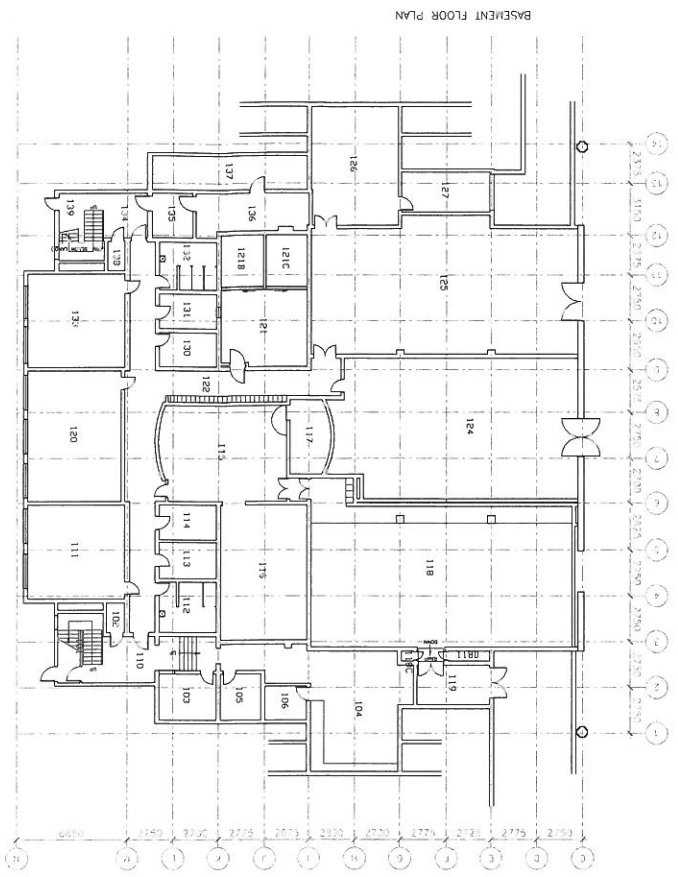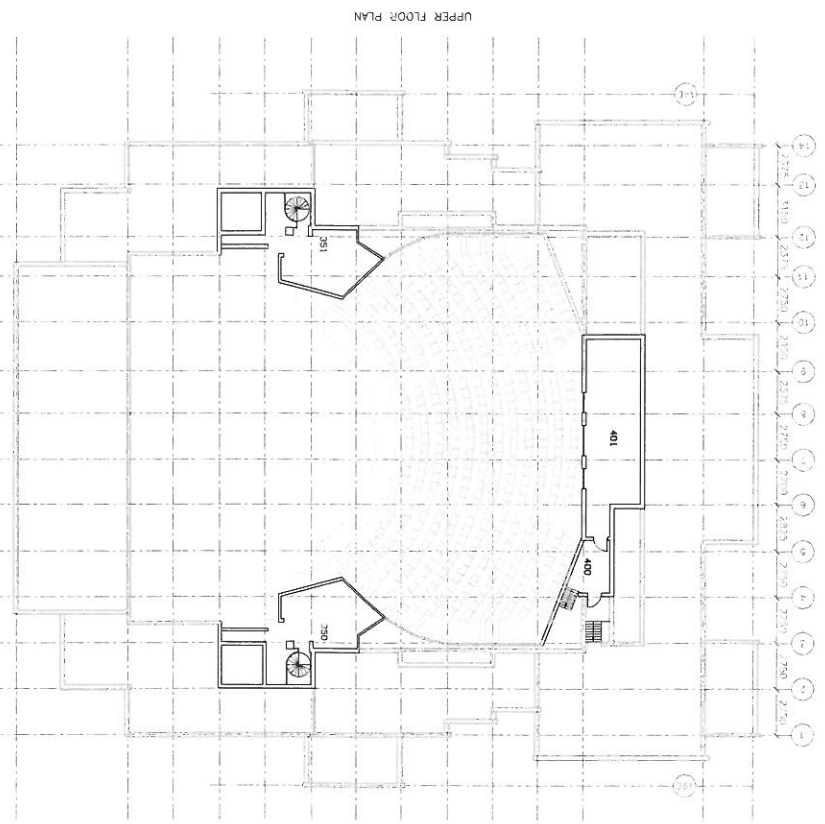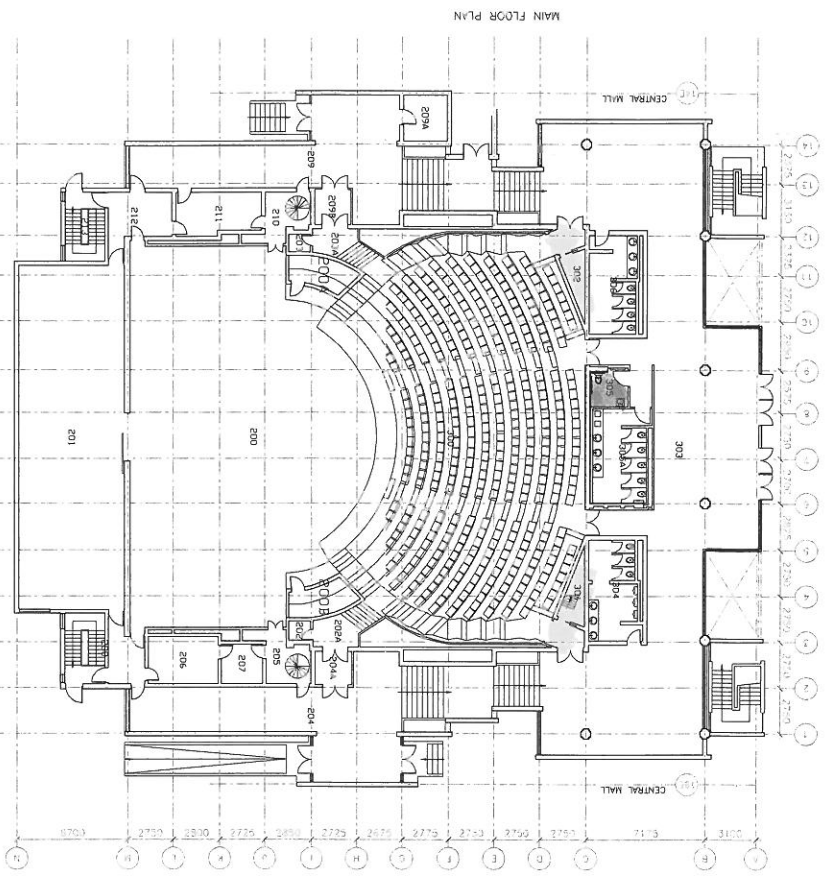
Legend
- wheelchair seating
- accessible washrooms

Building
006
Reference
08.0
Drawing
Building
LES

Transpart Centre 2nd floor

Legend
— elevators

220
227
STR
210
228

2816
0203
0260
2808
2818
2811
2809
2301
2305
2303
2810
2620
2813
2307
0202 d
0202 d
2807

218
217
216
215C
215A
215B
213.1
215
213

2015
2013
2017
2016
2014
2012
2010
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2018
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2000

DN
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8225
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UP

Legend

— Elevators

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DN

DN

Transport Centre 1st
Level 1
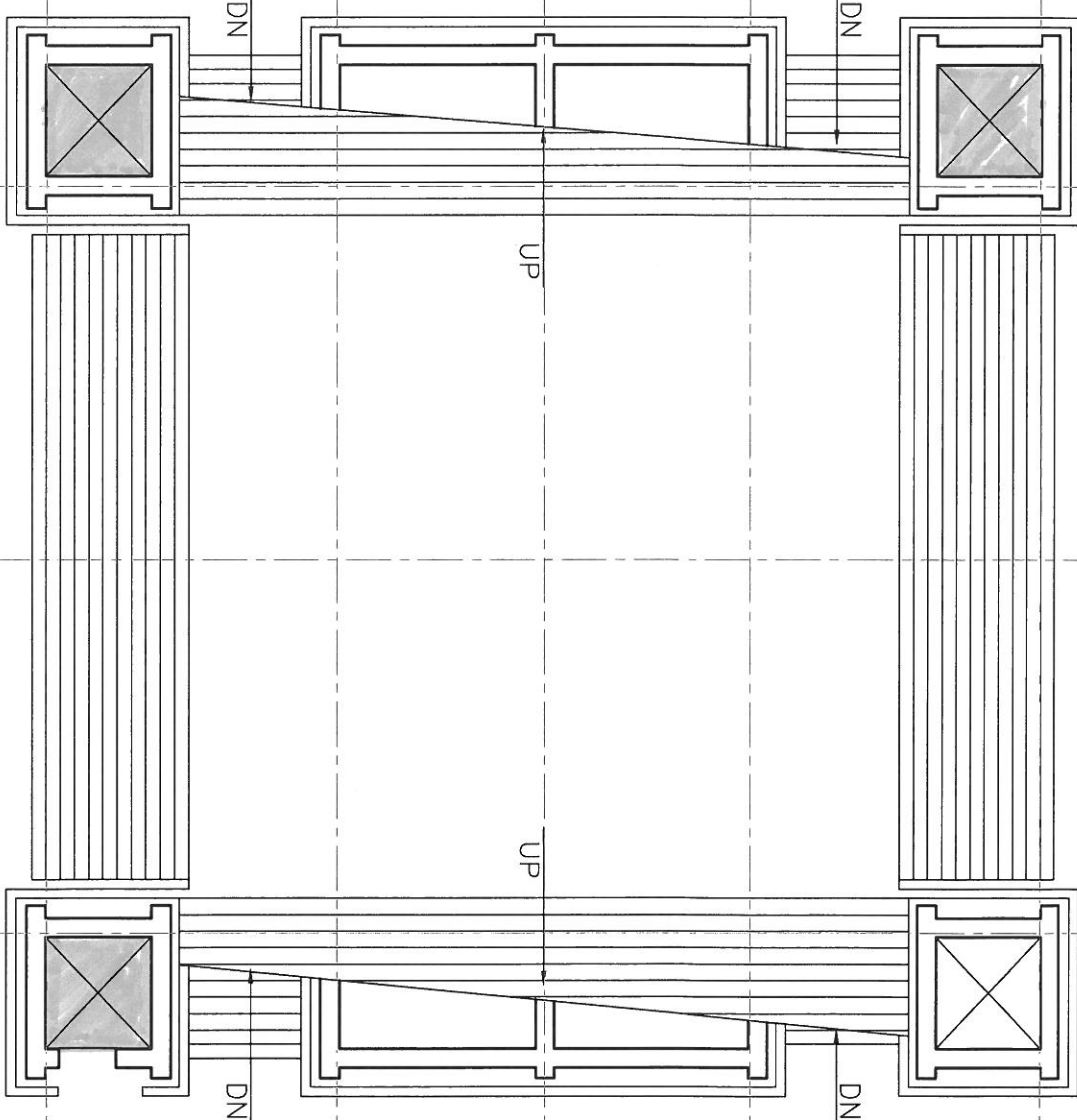
Legend

- ramp
- accessible washrooms

116

115

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112

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114

113

125

103

126
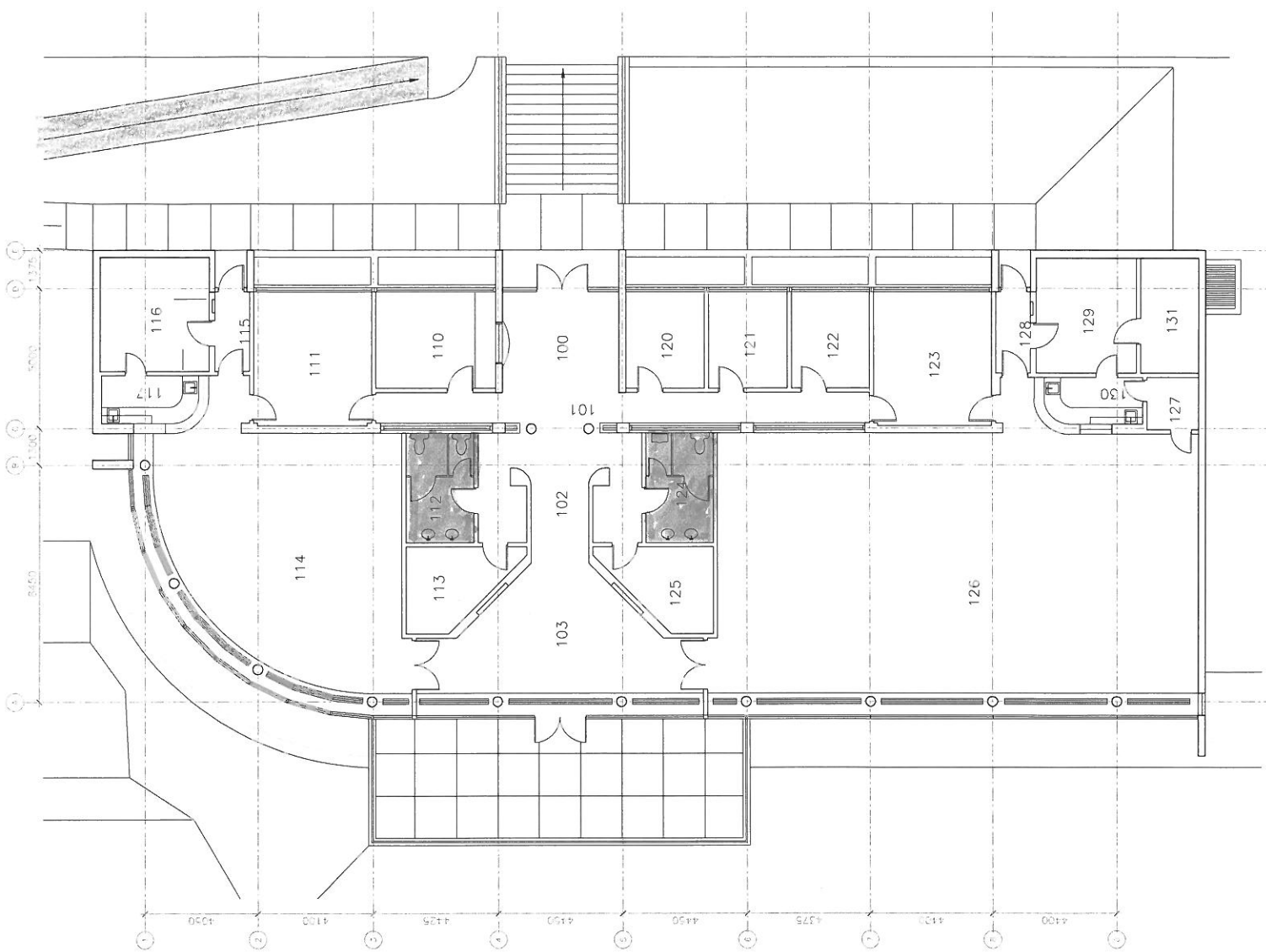
BRIEFING NOTE
DRAGON NATURALLY SPEAKING

ISSUE

After several hours of training and testing Dragon NaturallySpeaking, I realized that it will be difficult, if not impossible, to utilize the product for its initial purpose, especially in a large group setting. I would like to see whether Dragon can still be used for captioning purposes, and if not, what other purpose it can serve in the work of the SFSS.

BACKGROUND

The software Dragon NaturallySpeaking was initially purchased as a means of captioning large-scale events such as elections, thus making them accessible to students with auditory disabilities.

CURRENT STATUS

After installing the software onto my computer, I have started to test Dragon NaturallySpeaking and train it to recognize my voice as well as hard-to-pronounce names (i.e. Hangue). After speaking with Pierre, we questioned the utility of this product for large-scale events and whether other alternatives would be able to serve that purpose better.
Strengths:
The software has several weaknesses that prevent it from being fully useful.
- Has to be trained to recognize everyone's voices
- As I'm training the software, it doesn't pick up all of my words, leading to fairly inaccurate captions.

KEY CONSIDERATIONS

- Current technology is not accurate enough to generate fully automated captions on the spot. At the moment, most speech recognition technologies are only accurate in optimum situations, where there is minimal background noise and where the software is trained to recognize everyone's voices. It's already taking a long time for the software to become fully accustomed to my voice, so it will take even more time for it to adapt to everyone else's voices.
- The most common use of Dragon Naturally Speaking is to dictate documents and send emails, especially when the user has a disability that limits the use of their hands and fingers to type instead.
- Verbal commands are needed to dictate punctuation, so any captions that show up for normal speech would not include punctuation, meaning they could become disorganized.
- Even after elections, debate videos may not be captioned. They are typically long and dry, so not many students actually watch the whole debate on YouTube. Providing captions, whether at the

event itself or on the YouTube video, would increase students' access to the event and provide them with more knowledge
- The main goal is to increase access to elections, which not many students, whether having a disability or not, feel like they can access. This could also be due to their intimidation towards the SFSS.
- We already spent a good portion of our funds on this product, so it would be a waste to not use it at all. Even if we don't use it for large-scale events, we should brainstorm alternative uses of this product.
- This particular edition of Dragon NaturallySpeaking does not allow for transcription of audio recordings.

OPTIONS

- If we don't use Dragon for large-scale events, it could be used for dictation purposes in individual staff offices or for smaller-scale events and meetings.
- If we were to hire a staff member with a mobility disability, this software could be used as an accommodation for them.
- We currently only have one copy of the software, but if we were to purchase more headsets and somehow get a distribution license, we could also allow it to be used among staff members and even tutors and professors (this is a long shot though)

RECOMMENDATION

- We could attempt to use Dragon for a committee meeting or electoral debate, but the headset and mic would have to be passed around to each individual person. In addition, the captions would show up on an empty Word document without punctuation, which may become disorganized. I or someone else would have to help with making the "captions" more organized on the screen, and these captions would later be edited and added to the YouTube video of the event afterward.

Next Steps

- For myself, I will continue to train Dragon to recognize my voice and pick up all my words with more accuracy.
- Collect suggestions and ideas from other SFSS members as to what we can do with the software if we were to use it on a more individual, small-scale level
- Once Dragon has gotten used to my voice and I have become fully accustomed to using Dragon, I would like to train other SFSS members on how to use the software in hopes that they can become familiar with it and perhaps use it for other purposes.

BRIEFING NOTE
FACILITIES MAPS

ISSUE

There is currently a universal map of SFU available for students and visitors, but it doesn't point out locations of elevators, which can cause difficulty for students with disabilities who wish to access them, nor does it go into detail about each of the individual buildings of the campus. Individual floor plans are available on the Facilities website, but they are difficult to see and interpret without a legend. In addition, I'm unsure about how blind or visually impaired students would find their way around, as neither the SFU map or individual floor plans have blind-friendly features such as Braille.

BACKGROUND

After meeting with some representatives from Facilities, I started working on printing and colour-coding several facilities maps in May. My goal was to make it easier for students and visitors to point out elevators, accessible washrooms, and ramps, which are difficult to recognize on the current facilities maps. The original plan was to not only highlight elevators, accessible washrooms, and ramps but to also point out places of interest on campus; however, the latter plan was scrapped at the beginning of this work term, so I re-printed and re-coloured the maps.

CURRENT STATUS

Currently, I have finished colour-coding the maps – just the elevators, accessible washrooms, ramps, and wheelchair refuge areas this time - and have scanned them in a single pdf document.

KEY CONSIDERATIONS

Even if we post the colour-coded floor plans online, they may still not be accessible for blind and visually impaired students.

RECOMMENDATION

I recommend making the colour-coded floor plans available on both the Facilities and SFSS/SFU websites for public viewing.

NEXT STEPS

Have the colour-coded maps converted to an online format. Once we have the resources to do so, I also suggest converting the colour-coded floor plans to a blind-friendly format for easy viewing by students and visitors.

GRANT AND ACCOMMODATION REQUEST

simon fraser student society

SFSS Accessibility Fund
For Meetings and Events organized by the SFSS, Clubs, Student Unions and Student Groups

Name: Vivian Ly	**Student Number:** 301189598
SFU E-mail: vla65@sfu.ca	**Phone/TTY:** 778-991-8214
Name of SFSS Group: SFU Autistics United	
Name of SFSS Event: All Brains Are Beautiful: A Look at Neurodiversity and Autism	
Event Date(s): October 31st, 2017	**Event Location:** MBC 2290 & 2292
Event Start and End Times: 2:30 pm to 4:30 pm	**Event Expected Attendance:** 25

Event or Project Description
Please describe what this event or project is about and what is it for.

All Brains Are Beautiful: A Look at Neurodiversity and Autism is an educational workshop presented by autistic self-advocates. The workshop will cover topics of: a) Neurodiversity, or why all brains are beautiful b) A brief overview of autism and disability advocacy history c) Autistic identity and its intersections with other marginalized identities d) Respectful usage of terminology e) Sensory stimulation and stim toys f) Misconceptions and myths g) Community care and support for autistic people h) Resources for youth, families, adults; recommended readings. A PowerPoint presentation will be given by autistic advocates from both Canadian Autistics United and SFU Autistics United. Interactive circle activities will be facilitated by the presenters, to encourage dialogue and contributions from the attendees.

Goals and Objective of Event or Project
Please tell us the goals and objectives of the event and how SFSS members are going to benefit from it.

The workshop falls under the third point of SFU Autistic United's mandate, which is to engage the SFU community in disability awareness, justice and advocacy. Its main priorities are to educate the community on neurodiversity, autistic identity, and community support; to provide space for meaningful dialogue about disability and autism; and to provide resources for attendees to support their own communities. We aim bring a self-advocate perspective to the conversation about autism and disability, and emphasize the lived experience of autistic individuals. In the process of planning for the workshop, we received feedback from the public about what they would like to learn about autism from our own perspectives. Through this workshop, we will answer commonly asked questions, dispel misconceptions and myths, and provide autism-specific resources. In line with the tradition of disability self-advocacy, we wish to model anti-oppression practices that prioritize the voices of the marginalized groups, which would then be mirrored in other groups that work with people with disabilities. We hope to impact and improve people's understanding of neurodiversity and in turn neurodiverse people's lives. The workshop will forward SFSS's mission to improve the health and well-being of SFU undergraduate students.

Event or Project Target Audience
Please list other groups that are involved in the event or project and how many SFSS members are involved in the event or project

We will be working mainly with Canadian Autistics United Vancouver, which is a grassroots self-advocate organization affiliated with SFU Autistics United. It was formerly known as the Autistic Self-Advocacy Network, Vancouver chapter. Canadian Autistics United Vancouver has coordinated the booking for professional American Sign Language interpretation. Their members have also contributed information and resources for PowerPoint presentation. Half of the presenters will come from CAU Vancouver, while the other half will be SFU students. The Committee to End Ableism Group has had involvement in promoting the event, as it coincides with their Disability Awareness Week.

10 SFSS members are actively involved in the project.

Planning and Historical Information
Have you or your group organized similar events or projects before?

Vivian has organized similar educational workshops related to autism before, in collaboration with Canadian Autistics United Vancouver. Attendance and interest to these workshops have in the past been high, because they have been unique in the fact that they are run by autistic people for themselves and their allies. Canadian Autistics United Vancouver is one of the few groups in BC that conducts self-advocacy work by and for autistic people. Previous attendees report learning greatly about autism, challenging their preconceived notions of disability, and developing their skills to better work with people with disabilities.

SFSS Services
Please inform us if you need to use printing and/or catering services.

A separate club grant application has been submitted for catering services and printing, specifically the Vegetarian and Mediterranean Buffets from the Dining Hall catering services and 100 coloured flyers from the SFSS Copy Centre.

Accommodations Requested	Assisted Listening Device^	☐	Sign Language (ASL)*	X
*For these services, please provide a basic agenda prior to the event	Materials in Braille	☐	Oral Interpreter*	☐
^ For event organizers, please fill out an Equipment Loan form to secure the FM listening device	Materials in Large Print	☐	Captioning Services (CART)*	☐
	Wheelchair-Friendly Venue	x	Assistance Arranging Attendant Care Service	☐
	Meet/Assist	☐	Scent-Free Event	x

Revenues
Please give us a description and amount of revenues your event is receiving such as registration fee or third party sponsors

Description	Amount
To make the event accessible to people with financial difficulty, we are not asking for a registration fee for the workshop.	

Total Revenues: 0

Expenses
Please provide the event or project costs breakdown below including the cost of all service accommodation requested

Description	Amount
2 professional ASL interpreters from Still Interpreting Agency (preferred by our Deaf attendees), at $55 per hour plus GST for two hours.	$231
We have already secured a room booking for a wheelchair-accessible room in MBC.	$0
Our registration process will inform attendees of a scent-reduced policy for the workshop.	$0

Total Expenses: $231

Grant Funding Requested
Cost of service accomodation should be included in the total amount

$ $231

PLEASE SIGN BELOW
By signing and submitting this form, I hereby declare that I am an undergraduate student at SFU and a member in Good Standing of the Simon Fraser Student Society.

Vivian Ly

FOR OFFICE USE ONLY
APPLICATION RECEIVED

Funding is normally provided through reimbursement once official receipts or invoices are provided. Direct payments can only be done if organizers are using SFSS services. Please provide a detailed report of the event outcome including the number of undergrads involved in the event including organizers, volunteers and participants, and a reflection on how to improve or enhance future similar event.

Please return this form to the SFSS Organiser Office (organiser@sfss.ca) in person or online.