

1. CALL TO ORDER

Call to Order – 4:33 PM

2. TERRITORIAL ACKNOWLEDGMENT

We respectfully acknowledge that the SFSS is located on the traditional, unceded territories of the Coast Salish peoples, including the x^wməθk^wəyəm (Musqueam), S^kw^xwú7mesh Úxwumixw (Squamish), Selíłwíłh (Tsleil-Waututh), k^wik^wəłəm (Kwkwetlem) and ɥícəy (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 Life (<i>Chair</i>).....	Jennifer Chou
VP Student Services (<i>Vice-Chair</i>).....	Matthew Provost
Student At-Large.....	Vivian Ly
Student At-Large.....	Spencer Chen
Student At-Large.....	Serena Bains
Student At-Large.....	Jillian Sloane
Faculty Representative (Education).....	Emerly Liu
At-Large Representative.....	Phum Luckkid

3.2 Society Staff

Campaigns, Research, & Policy Coordinator.....	Sarah Edmunds
Transition Manager.....	Lawrence Jones

3.3 Regrets

Student At-Large.....	Spencer Chen
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4. ADOPTION OF THE AGENDA

4.1 MOTION AAC 2020-08-25:01

Jennifer/Matthew

Be it resolved to adopt the agenda as amended.

CARRIED AS AMENDED UNANIMOUSLY

- Add section 5.1 to ratify regrets from Spencer Chen.
- Add section 7.3 for a discussion item
- Add section 7.4 for a discussion item

5. RATIFICATION OF REGRETS

5.1 MOTION AAC 2020-08-25:02

Vivian/Emerly

Be it resolved to ratify regrets from Spencer Chen.

CARRIED UNANIMOUSLY

6. NEW BUSINESS

6.1 MOTION AAC 2020-08-25:03

Jennifer/Emerly

Whereas the Accessibility Fund Bursary is part of the Accessibility Advisory Committee Annual Plan;

Be it resolved to establish an Accessibility Fund Bursary working group.

Be it further resolved to appoint Jillian Sloane, Serena Bains, and Jennifer Chou to the Accessibility Fund Bursary working group.

CARRIED AS AMENDED UNANIMOUSLY

- The motion was amended to have Jillian Sloane, Serena Bains, and Jennifer Chou in the working group.

7. DISCUSSION

7.1 Accessibility Audit

- Briefing note here:
https://drive.google.com/file/d/1I7_cGbUCJdsqVUn_t8Z6MaKrok_IEPxs/view
- Audit template provided by a committee at-large member:
<https://radicalaccessiblecommunities.wordpress.com/the-radical-access-mapping-project/radical-access-mapping-project-vancouver/>
- Committee members can do some research and reach out to different people to see their capacity for doing an audit of the Student Union Building (SUB)
- Some committee members expressed interest in going to the SUB to audit it once the SUB is open and a safety plan is shared with the committee
 - VP Student Services: Matthew Provost
 - AAC student at-large: Vivian Ly (if Vivian can get a ride to campus)
 - AAC student at-large: Jillian Sloane
- It was noted that we would need to see what accessibility concerns auditors look for since auditors can look for different things
 - Might need to have many auditors to be comprehensive
- After the audits are completed, the AAC can put together a recommendation report to be sent to the SFSS Board and the SUB Building Manager, John Walsh
- Access information can be made public in a guidebook

Action item: do research on people to reach out to for conducting an audit of the SUB

7.2 Accessibility Fund Request Forms

- Went over the current form on the SFSS website as well as a modified version
 - Current form on the website: <https://sfss.ca/wp-content/uploads/2019/03/SFSS-Accessibility-Grant-Application-Form-1.pdf>
 - Modified version with comments:
<https://drive.google.com/file/d/1gBEUZSgsmu1s2Z05a8Y4iVBVnz2gNL8O/view>

- It was noted that some changes could be made to improve the form
- Talked about how there's no retroactive approvals, but that in the future the Accessibility Designated Assistant or the Accessibility Coordinator can go through any funding requests quicker than the AAC can, since the AAC only meets once every two weeks

Action item: test out screen reading on the form - both Word document and PDF versions

Action item: make further edits to the form as per the comments from AAC members

7.3 Accessibility Bursary Briefing Note

- Briefing note:
https://docs.google.com/document/d/1odY_21hzKbgLxZ8FhdaT5WpP70Bj9C9I/edit
- It was stated that the AAC would have opportunities to provide input and feedback on the details of this bursary after the working group worked out the logistics
- It was suggested that this bursary could go through Member Services Committee as well

7.4 Psycho-Educational Assessment Updates

- Students won't have to go through Centre for Accessible Learning (CAL), so students won't be restricted by having CAL refer them to get an assessment
 - Students will be able to get a psychoeducational assessment done by themselves without CAL referring them
 - CAL will not be acting as a "gatekeeper"
- Might expand this policy to include other assessments like ADHD and other disabilities
 - Need to discuss with Student Care
- Discussion of using accessibility fund as a buffer to help with output costs before reimbursement
 - Possibility of having AAC be a buffer between insurance company and student so they don't have to pay anything upfront
- UVic students have to drain their counselling funding first before getting funding for psychoeducational assessments
 - Ask Student Care if we can separate counselling and psychoeducational assessments

8. ATTACHMENTS

- Accessibility Audit Briefing Note
- Revised Accessibility Fund Request Form
- Accessibility Bursary Briefing Note

9. ADJOURNMENT

MOTION AAC 2020-08-25:04

Emerly/Vivian

Be it resolved to adjourn the meeting at 5:46 PM.

CARRIED UNANIMOUSLY



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Accessibility Audit

Background

The Accessibility Audit would evaluate how accessible the new Student Union Building is.

This audit can be conducted by:

- Accessibility Advisory Committee members
- An external auditor
- A combination of many external auditors
- A combination of external auditors and Accessibility Advisory Committee members

There aren't legal standards surrounding disability in BC so having a combination of different auditors may be more comprehensive.

Some places we can look at to hire auditors can include:

- Council of Canadians with Disabilities
- Disability Alliance BC
- People who have the Rick Hansen Foundation Accessibility Certification
 - Database linked here:
<https://rhf.force.com/AccessibilityProfessionalNetwork/s/searchdirectory?id=a3V2I0000019R91>
 - There are 63 people that have this certification

Key Considerations

Accessibility Designated Assistant

- The new assistant can help look into external auditors as determined by the Accessibility Advisory Committee
- This would have to wait until the new assistant is hired sometime in Fall 2020



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Accessibility Advisory Committee members

- It may not be safe for committee members to go to SFU Burnaby and do an audit of the SUB
- We could take a look at the building plans as a remote option

Timeline

End of August: discuss details of the audit

September to October: research possible auditors, with the help of the Accessibility Designated Assistant (if one is hired by then)

October to November: conduct the audit

SFSS ACCESSIBILITY GRANT APPLICATION FORM

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

PLEASE EMAIL REQUEST TO: afac@sfss.ca

1. APPLICANT INFORMATION

Name:	Student Number:
SFU E-mail:	Phone:
Event Date(s):	Event Location:
Event Start and End Times:	
Name of SFSS Group:	
Name of SFSS Event:	

2. TYPE OF APPLICATION

2.1 I am requesting the accessibility supports:

- On behalf of my Club/DSU
 For an event I am attending
 Other: _____

2.2 Have any attendees requested accommodations?

Note: this is not a requirement to be granted funding.

Yes

No

2.3 Please provide a brief description of the event or activity. Include any barriers or concerns that you are trying to mitigate.

2.4 Please list any other groups that will be hosting or attending the event. Include any guest speakers.

3. ACCESSIBILITY GRANT REQUEST DETAILS

3.1 For event organizers: have you consulted the [Accessible Event Planning Checklist](#) to ensure other aspects of your event are accessible? Yes
 No
 N/A

3.2 Please select the services and supports you would like the SFSS to book for you.

Accommodation	Quantity	Total Price
<input type="checkbox"/> Wheelchair-Friendly Venue		
<input type="checkbox"/> Scent-Reduced Event		
<input type="checkbox"/> Reduced Fluorescent Lighting		
<input type="checkbox"/> Additional Quiet / Sensory-Friendly Room		
<input type="checkbox"/> Food Accommodating Dietary Restrictions		
<input type="checkbox"/> Sign Language (ASL/LSQ) Interpreters		
<input type="checkbox"/> Oral Interpreters		
<input type="checkbox"/> Captioning Services (CART)		
<input type="checkbox"/> Assisted Listening Device		
<input type="checkbox"/> Language Translation		
<input type="checkbox"/> Materials in Braille		
<input type="checkbox"/> Materials in Large Print		
<input type="checkbox"/> Plain Language		
<input type="checkbox"/> Visual supports		
<input type="checkbox"/> Communication Badges		
<input type="checkbox"/> Pronoun Badges		
<input type="checkbox"/> Stim Toys / Fidgets		
<input type="checkbox"/> Support Person / Care Attendant		
<input type="checkbox"/> Child Care / Elder Care		
<input type="checkbox"/> Compass Transit Tickets		
<input type="checkbox"/> Parking Pass		

<input type="checkbox"/> Alternative Seating (E.g. cushion, armless)		
Total		

3.3 Please indicate the supports and services you will be requesting yourself. Please include documentation of the projected costs with your application.

Accommodation	Quantity	Total Price
<input type="checkbox"/> Wheelchair-Friendly Venue		
<input type="checkbox"/> Scent-Reduced Event		
<input type="checkbox"/> Reduced Fluorescent Lighting		
<input type="checkbox"/> Additional Quiet / Sensory-Friendly Room		
<input type="checkbox"/> Food Accommodating Dietary Restrictions		
<input type="checkbox"/> Sign Language (ASL/LSQ) Interpreters		
<input type="checkbox"/> Oral Interpreters		
<input type="checkbox"/> Captioning Services (CART)		
<input type="checkbox"/> Assisted Listening Device		
<input type="checkbox"/> Language Translation		
<input type="checkbox"/> Materials in Braille		
<input type="checkbox"/> Materials in Large Print		
<input type="checkbox"/> Plain Language		
<input type="checkbox"/> Visual supports		
<input type="checkbox"/> Communication Badges		
<input type="checkbox"/> Pronoun Badges		
<input type="checkbox"/> Stim Toys / Fidgets		
<input type="checkbox"/> Support Person / Care Attendant		
<input type="checkbox"/> Child Care / Elder Care		

<input type="checkbox"/> Compass Transit Tickets		
<input type="checkbox"/> Parking Pass		
<input type="checkbox"/> Alternative Seating (E.g. cushion, armless)		
Other: _____		
	Total	

4. OTHER DETAILS

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

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

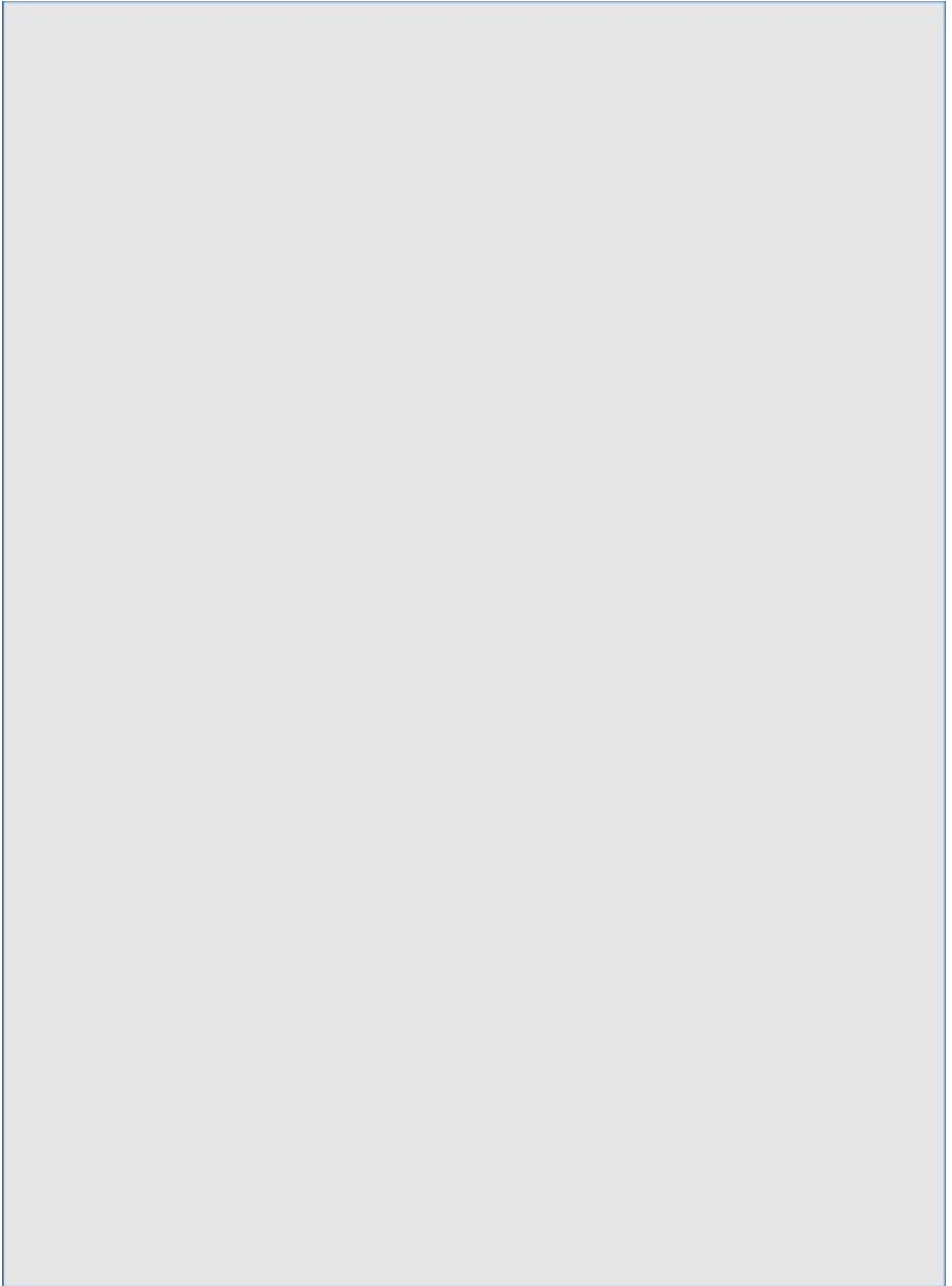
Not approved

ACCESSIBILITY COMMITTEE CHAIR

Name

Signature

Date



Accessibility Bursary

Background

The wording for the referendum question that established the Accessibility Fund was:

- Whereas there is currently no funding available from the SFU administration or the SFSS to make campus activities/events accessible to students with disabilities,
- Whereas it is imperative that students with disabilities are not excluded from taking an active part on campus life,
- Whereas 42% of students with disabilities' accessibility needs are unmet in post-secondary schools (Statistics Canada: Participation and Activity Limitation Survey, 2001)
- Do you support establishing an accessibility fund at a cost of \$0.75 per full time student per semester for the purposes of **increasing the accessibility of (and removing barriers to participation in) campus activities and events for students with disabilities?** This will increase the Student Activity Fee by \$0.75 per full time student per semester.

It is important to ensure that this bursary will be in line with what the original referendum question proposed. Therefore, we must ensure that the bursary is being used for "campus activities and events."

The bursary can also "[remove] barriers to participation in campus activities and events." This means that a potential justification could be that disabled students can more easily access campus activities and events if their time is not spent trying to pursue funding for tuition and other accommodations.

Definitions

Accessibility

- This would have to be a comprehensive and broad definition that the Accessibility Advisory Committee can workshop
- In the Simon Fraser Student Society Board policies, accessibility is defined as "countering and eliminating barriers by providing specific accommodations; changing

attitudes, environments, structures and processes; and implementing practices of universal design.”

Disability

- In the Simon Fraser Student Society Board policies, disability is defined as “long-term or episodic physical, mental, intellectual, sensory or communication needs, visible or invisible, which in interaction with barriers may hinder a person's full and effective participation in society on an equal basis with others.”

Barriers

- In the Simon Fraser Student Society Board policies, barriers are defined as “attitudinal, environmental, and organizational structures and practices that prevent a student with a disability from participating in activities, accessing services, and being accepted by others, as much as students without disabilities.”

Campus activities and events include:

- Classes
- Textbooks / other course materials
- Technology
- Transportation
- Club and student union activities
- Recreation
- Residence

Why a bursary is needed

Difference from the accessibility fund

- The accessibility fund request for is for a **specific** event or project, while the bursary can be more **inclusive** of many other barriers the individual is facing
- A bursary can free up time for disabled students to participate in campus activities and events by giving them the funding they need for accommodations
- Therefore, while the accessibility fund provides students with direct accommodations for a specific event or project, a bursary can more indirectly pay for a student's



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accommodations, therapy, or tuition so that they can access campus activities and events more easily

COVID-19

- A lot of folks have been impacted by the COVID-19 pandemic, and this bursary can help disabled students who have been disproportionately affected

How barriers to access can be reduced

Some students are not able to participate in activities and events on campus because their access needs are not met. For example, some students may spend a lot of time working part-time to pay for tuition or healthcare. Other students may not have the funding available to see a therapist or counsellor for specialized treatment and services.

This bursary can help address these barriers to access by providing students with the funding they need. As a result of this funding helping them pay for services they need, these students may be more likely to come to campus activities and events because their access needs are met.

What the bursary will be used for

In the application form, we can provide some examples of how the bursary can be used. However, currently I am not sure how funding can be distributed for things like this so we may have to do further research.

It is important to emphasize that these examples are open ended since students have many different access needs.

- Psychotherapy or other health-related services and resources
- Tuition
- Housing

Key Considerations

Disability payments

- If this bursary is treated as income, I am not sure how it will impact disability payments (which may have income limits) so we need to figure out a way so that it doesn't interfere with that
- Suggested checklist for any kind of honoraria for disabled people:
 - Check how the organization will be tracking it and if they will be issuing a T4-1
 - If it needs to be tracked, then the organization should provide a letter about what is for, and it counts as earned income
 - If it is for example a grassroots organization and it won't be tracked, then cash or food/pharmacy gift card is fine (maybe ask the recipient their preference?)
 - Keep the income limit in mind if receiving money
 - Non-profits and public organizations can get transit passes or reimburse parking (government subsidizes this)

Bursary amount

- The amount awarded and number of bursaries awarded needs to be decided by the Accessibility Advisory Committee

Application forms

- Application forms should be accessible and easy to fill out
- Questions and content on the form are to be decided by the Accessibility Advisory Committee

When applications are open

- The Accessibility Advisory Committee needs to decide when the application period would be

Eligibility

- The Accessibility Advisory Committee needs to decide the eligibility criteria of people who can apply for the bursary
- I recommend stating that self-disclosed is fine - there is no need for documentation as evidence



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Student feedback

- It is worth considering seeking student feedback on establishing this bursary
- We could do a callout for feedback and comments via SFSS social media or email newsletters
- SFU Disability and Neurodiversity Alliance could also help promote this

Potential Application Questions

What accessibility barriers are you facing on campus activities and events?

How will this funding help you?

Timeline

End of August: discuss details of the bursary

September to December: research and develop details of the bursary and application, with the help of the Accessibility Designated Assistant (if one is hired by then)

Spring 2021 semester (January to April): implementation (promotion, application period, selecting recipients)

Motion

Whereas the Accessibility Fund Bursary is part of the Accessibility Advisory Committee Annual Plan;

Be it resolved to establish an Accessibility Fund Bursary working group.

Be it further resolved to appoint X to the Accessibility Fund Bursary working group.