

1. CALL TO ORDER

Call to Order – 11:04AM

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^kwx^wú7mesh Úxwumixw (Squamish), Selíłwítulh (Tsleil-Waututh), k^wik^wəłəm (Kwkwetlem) and qícəy (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 Advisory Committee Composition

VP Student Life (<i>Chair</i>).....	Jennifer Chou
VP Student Services.....	Matthew Provost
Board of Directors Representative.....	Emerly Liu
Board of Directors Representative.....	Phum Luckkid
Student At-Large (Technical Difficulty)	Jillian Sloane
Student At-Large.....	Serena Bains
Student At-Large.....	Vivian Ly
Student At-Large.....	Spencer Chen

3.2 Society Staff

Transition Manager.....	Lawrence Jones
Communication Coordinator	Sindhu Dharma

3.3 Guests

VP Finance	Corbett Gildersleve
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3.4 Regrets

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

4.1 MOTION AAC 2020-09-29:01

Matthew/Emerly

Be it resolved to adopt the agenda as amended.

CARRIED AS AMENDED UNANIMOUSLY

- Add Discussion 8.7 Zoom Accessibility.

5. RATIFICATIONS OF REGRETS

1.1 MOTION AAC 2020-09-29:02

Vivian/Emerly

Be it resolved to ratify regrets from Spencer Chen for fall 2020 semester.

CARRIED UNANIMOUSLY

6. MATTERS ARISING FROM THE MINUTES

6.1 MOTION AAC 2020-09-29:03

Matthew/Emerly

Be it resolved to receive and file the following minute:

- 2020-07-28 AAC

CARRIED UNANIMOUSLY

7. NEW BUSINESS

7.1 MOTION AAC 2020-09-29:04

Emerly/Vivian

Be it resolved to approve \$500 from the Accessibility Fund for a guest lecture in EDUC 710 on October 7th, 2020.

- This will be a back up fund in case other financial options fall through.
- 1 person abstained from voting.

CARRIED UNANIMOUSLY

8. DISCUSSION

8.1 Accessibility Standard Policy Appendices

- VP Student Life wants to know if forming working groups to work on specific parts of the appendices is a good idea.
- Suggestion by Student At-Large (VL) to set time for working group meeting & Discord as an option to communicate between meetings.
- Student At-Large (VL) & VP Student Life will work on Appendix A & B.
- Appendix C is very similar to current accessibility fund grant form which may need future changes.
- Appendix D is being looked at by VP Student Life to make it more accessible.
- Student At-Large (VL) & VP Student Life will work on Appendix E and add in online meeting accessibility.

8.2 SFSS Website Accessibility

- Update or accessibility audit is in the works, but it's costly
- Communications Coordinator is hoping to get it started soon and has been in touch with web developers.
- 'Have a question?' form on home page is very inaccessible due to image in background, and committee member never heard back after submitting that form.
 - Transition Manager will take a look at it, and give an update to VP Student Life.

8.3 Accessibility Bursary

- VP Student Life update on working group meeting notes.
 - Opinions on definitions decided upon.
 - Summary of guidelines for the application, who should disperse the bursary, and questions on the application.
- Corbett presented the options, as outlined in the Accessibility Bursary Spreadsheet.
 - "Drain to 10k" which means we use the accessibility fund until there is only \$10,000 left in it.
 - "Drain to 100k" which means we use the accessibility fund until there is only \$100,000 left in it.

- ‘Endowment Fund’ which is where we invest a portion of the revenue for student fees (at 2% interest rate) and this would ensure the longevity of the bursary.
 - Question of ethical investments if we pick that route.
 - Vancity has policies in place to be as fossil-free as possible.
 - This option is preferred by some committee members since it ensures sustainability of fund and longevity of it.
- Decision will depend on how much gets dispersed for each bursary and how many students it will help.
- Any costs of the Student Union Building relating to accessibility can come from the Space Expansion Fund instead of the Accessibility Fund.
- Student At-Large (VL) will send a resource to Discord server on disability benefits and how they impact scholarships/bursaries.

8.4 Accessibility Designated Assistant Update

- Hiring is ongoing.
- Transition Manager can keep administrative tasks and paperwork at minimum to help alleviate workload. Student At-Large (VL) agrees to be part of hiring committee as a result.
- VP Student Life & Student At-Large (VL) will be part of the hiring committee.

8.5 Accessibility Audit Update

- No reply from auditors that we reached out to about remote audits of the Student Union Building yet.

8.6 Accessibility Fund Grant Request Form Update

- Word Doc is better than Fillable PDF in regard to screen readers, but Word Doc gets formatted weird on Google Docs.
- More edits will have to be made – splitting it into two forms (one for accommodations that SFSS books and another for funding so the student can book accommodations themselves).

8.7 Zoom Accessibility

- SFSS will be moving to Zoom for future meetings as Google is no longer offering free meeting recordings and Zoom seems to be the better option for many people.
- We can use <http://otter.ai/zoom> for live transcription.

9. ATTACHMENTS

9.1 Accessibility Grant Application

9.2 Accessibility Bursary Working Group Meeting Notes

9.3 Accessibility Bursary Spreadsheet

9.4 Grant Request Form

10. ADJOURNMENT

10.1 MOTION AAC 2020-09-29:05

Vivian/Phum

Be it resolved to adjourn the meeting at 12:27PM.

CARRIED UNANIMOUSLY

SFSS ACCESSIBILITY GRANT APPLICATION FORM

You can use funds from the accessibility grant for one-time purchases, accessibility services for events, and short-term accommodations.

Please note that the SFSS requires at least 10 working days (excluding submission and event day) to process Accessibility Grant requests.

Retroactive reimbursements (submitting a request for funding **after** an event has happened) **are not possible**. Please refer to the SFSS [Accessibility Granting Guidelines](#) for more information.

Please email your completed application or any questions to aac@sfss.ca

1. APPLICANT INFORMATION

Name: Type your name here	Student Number: Type your student number here
SFU e-mail: Type your SFU email here	Phone: Type your phone number here

Please fill out the following fields only if it is applicable to your request.

Event Date(s): Type your event date or dates here	Event Location: Type your event location here
Event Start and End Times: Type your event start and end times here	
Name of SFSS Group: Type the name of your SFSS group here	
Name of SFSS Event or Project: Type the name of your SFSS event or project here	

2. TYPE OF APPLICATION

2.1: I am requesting the accessibility supports:

For an event I am organizing

For an event I am attending

Other: _____

If you are requesting accessibility supports **for an event you are organizing or attending:**

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

Type your description here

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

List other groups here

3. ACCESSIBILITY GRANT REQUEST DETAILS

3.1: For event organizers: have you consulted the [Accessible Event Planning Checklist](#) to identify other aspects of your event that can be made more accessible?

Yes
 No
 Not applicable

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

This means that the SFSS will book and pay for the services and supports, so you will not be spending money out of pocket.

Accommodation	Quantity	Total Price
<input type="checkbox"/> Wheelchair-Friendly Venue	Quantity requested of wheelchair-friendly venue	Total price for wheelchair-friendly venue
<input type="checkbox"/> Scent-Reduced Event	Quantity requested of scent-reduced event	Total price for scent-reduced event
<input type="checkbox"/> Reduced Fluorescent Lighting	Quantity requested of	Total price for reduced

	reduced fluorescent lighting	fluorescent lighting
<input type="checkbox"/> Additional Quiet or Sensory-Friendly Room	Quantity requested of additional quiet or sensory-friendly room	Total price for additional quiet or sensory-friendly room
<input type="checkbox"/> Food Accommodating Dietary Restrictions	Quantity requested of food accommodating dietary restrictions	Total price for food accommodating dietary restrictions
<input type="checkbox"/> Sign Language (ASL or LSQ) Interpreters	Quantity requested of sign language (ASL or LSQ) interpreters	Total price for sign language (ASL or LSQ) interpreters
<input type="checkbox"/> Deaf Blind Interveners	Quantity requested of Deaf Blind Interveners	Total price for Deaf Blind Interveners
<input type="checkbox"/> Oral Interpreters	Quantity requested of oral interpreters	Total price for oral interpreters
<input type="checkbox"/> Captioning Services (CART)	Quantity requested of captioning services (CART)	Total price for captioning services (CART)
<input type="checkbox"/> Assisted Listening Device	Quantity requested of assisted listening device	Total price for assisted listening device
<input type="checkbox"/> Language Translation	Quantity requested of	Total price for language translation

	language translation	
<input type="checkbox"/> Materials in Braille	Quantity requested of materials in Braille	Total price for materials in Braille
<input type="checkbox"/> Materials in Large Print	Quantity requested of materials in large print	Total price for materials in large print
<input type="checkbox"/> Mobility Instructors	Quantity requested of mobility instructors	Total price for mobility instructors
<input type="checkbox"/> Plain Language	Quantity requested of plain language	Total price for plain language
<input type="checkbox"/> Visual supports	Quantity requested of visual supports	Total price for visual supports
<input type="checkbox"/> Communication Badges	Quantity requested of communication badges	Total price for communication badges
<input type="checkbox"/> Pronoun Badges	Quantity requested of pronoun badges	Total price for pronoun badges
<input type="checkbox"/> Stim Toys or Fidgets	Quantity requested of stim toys or fidgets	Total price for stim toys or fidgets
<input type="checkbox"/> Support Person or Care Attendant	Quantity requested of support person or care attendant	Total price for support person or care attendant

<input type="checkbox"/> Child Care or Elder Care	Quantity requested of child care or elder care	Total price for child care or elder care
<input type="checkbox"/> Compass Transit Tickets	Quantity requested of compass transit tickets	Total price for compass transit tickets
<input type="checkbox"/> Parking Pass	Quantity requested of parking pass	Total price for parking pass
<input type="checkbox"/> Alternative Seating, like cushion or armless chairs	Quantity requested of alternative seating, like cushion or armless chairs	Total price for alternative seating, like cushion or armless chairs
<input type="checkbox"/> Other:	Quantity requested of other accommodations	Total price for other accommodations
Total		Total price

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

This means that you will pay for the services and supports out of pocket, and the SFSS will reimburse you at a later date.

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4. OTHER DETAILS

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

Type other details here

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: