1. CALL TO ORDER

Call to Order – 12:05 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), Selíl̓witulh (Tsleil-Waututh), kʷikʷəƛ̓əm (Kwikwetlem) and q̓icə̓y̓ (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 Committee Composition

VP University and Academic Affairs (*Chair*) .... Serena Bains
SFSS President .... Gabe Liosis
Councilor (SASSA Rep) .... Stephanie Chung
Councilor (DSSS Rep) .... Warren Ho Kin
Councilor (BSU Rep) .... Nicolas Bonilla
Councilor (PSU) .... Graham Rich
Student At-Large .... *Vacant*
Student At-Large .... *Vacant*
Student At-Large .... *Vacant*
Student At-Large .... *Vacant*

3.2 Society Staff

Operations Organizer .... Ayesha Khan
Board Organizer .... Emmanuela Droko
Accessibility Administrative Assistant .... Brianna Price
Administrative Assistant .... Joseph An

3.3 Regrets

Councilor (DSSS Rep) .... Warren Ho Kin

3.4 Absents

Councilor (PSU) .... Graham Rich

4. CONSENT AGENDA

4.1 CONSENT AGENDA

Be it resolved to adopt the consent agenda by unanimous consent.

CARRIED AS AMENDED

- Serena objected to move Adoption of the Agenda out of the Consent Agenda.

4.1.1.MATTERS ARISING FROM THE MINUTES- Accessibility Committee Minutes - MOTION AC 2021-06-14:01

Be it resolved to receive and file the April 26th 2021 Accessibility Committee minutes;

- AC 2021-02-26

5. ADOPTION OF THE ANGENDA

5.1 ADOPTION OF THE AGENDA – MOTION AC 2021-06-14:02
Serena/Nicolas
Be it resolved to adopt the agenda as amended.
CARRIED UNANIMOUSLY AS AMENDED
- Add ratification of regrets for Warren Ho Kin

6. RATIFICATION OF REGRETS

6.1 RATIFICATION OF REGRETS – MOTION AC 2021-06-14:03
Serena/Nicolas
Be it resolved to ratify regrets for Warren Ho Kin.
CARRIED UNANIMOUSLY

7. DISCUSSION ITEMS

7.1 Group Guidelines
- Members worked on the group guidelines together on the shared document and any more suggestions to the document are welcome.
- To speak, write "list" in chat and * for direct responses.

8. PRESENTATION

8.1 Accessibility Committee 2021/2022 by Brianna Price
- AC helps accessibility is maintained and improved on campus, conceptualizes an annual plan and implements it throughout the year.
- Finished the Disability Justice Issues Policy and passed at end of April.
- Members of AC consulted with OCC and SFU to suggest solutions regarding gender neutral washrooms.
- Accessibility Policy definitions are ready to be included in the new policy.
- CART is much better than Zoom as there's very little errors.
- Will need to work on the new AC Annual Plan.
- Accessibility Standard Policy just has few edits left.
- Accessible Events Checklist is intended to help students plan accessible events. There's two versions for in-person and online. Still will need AC final approval, plain text and screen reader friendly version.
- Accessibility Fund Application was edited to be easier to use and require less info. Accessibility assistant can approve grants under $3000. Still need AC final approval, plain text and screen reader friendly version, non-reimbursement option.
- Developing a list of organization to work with to provide accessibility services.
- Started to expand Accessibility Supplies for SUB and DNA for members to use or rent when needed. Will need to finalized supply list, budgets.
- Need to convert audit information into a map.
- Need to hire an accessibility coordinator.

- Currently looking into Accessibility Bursary and not having to go through SFU requirements.
- AC made suggestions to improve website accessibility. Communications expressed plan to do accessibility audit in this current fiscal year.
- Psychoeducational Assessment will be offered as a pilot project to determine amount of usage.
- Students do not know that there's accessibility funds so there should be promotion.

9. ATTACHMENTS
9.1 Accessibility Committee 2021/2022

10.   ADJOURNMENT
10.1 MOTION AC 2021-06-14 :04
Serena/Nicolas
Be it resolved to adjourn the meeting at 1:00 PM
CARRIED UNANIMOUSLY

Accessibility Committee 2021/2022

● ● ●

By the Accessibility Assistant Brianna!

Completed This Year

Accessibility Designated Assistant Hiring

- Hiring process went from September-February
- They did it! I started on February 8th! Hi :)
- Also wrote letter of support to increase Designated Assistant wage, currently being worked out in bargaining!

Disability Justice Issues Policy

- Originally the "Accessibility Issues Policy"
- Goes over the SFSS's commitment to Disability Justice
- Was finished and passed at the end of April!
- [Go to IP-4: Disability Justice to read!](#)

SUB Gender Neutral Washrooms

- The SUB's washroom layout had no gender neutral washrooms by the Out On Campus lounge
- Members of the AC were asked to consult with groups including OOC and the SFU Multifaith Centre to suggest solutions
- Late April - Board approved motion for a prayer room

Accessibility Policy Definitions

- Definitions section for the Accessibility Policy
- Originally put together by the AC, AC feedback was implemented, definitions and citations edited
- Ready to be added to the policy!
- [Appendix A - Definitions](#)

How to Book CART Captioning

- Former AC Chair Jennifer put together a guide on booking CART captioning
- Will need to be updated when new Accessibility Fund process is instituted, but works for now!
- [How to Book CART Captioning](#)

Currently In Progress

Accessibility Committee Annual Plan

- The last Accessibility Committee Annual Plan was from Summer 2020-Spring 2021
- Need one for this year!

Accessibility Standard Policy

- Policy itself just has a few edits left
- Appendix A: Definitions, complete, needs to be added to policy
- Appendix B: Event Checklists, need final alternate formats
- Appendix C: Combines Appendixes C&D, new Accessibility Fund Application Process, needs final alternate formats
- Appendix D (was E): SUB Accessibility Map, requires Audit

Accessible Events Checklists

- Intended to help students plan accessible events
- Two versions: in-person events and online events
- Still needed: final AC approval, plain text version, screen reader friendly version
- Contacted by Vice Provost and CAL about potential collaboration
- In-Person Events Checklist
- Online Events Checklist

Accessibility Fund Application Process

- Edited forms to be easier to use and require less info
- Accessibility assistant can approve grants under $3000
- Basic forms are ready, need to be sent off to get alternative formats made
- Still need: final AC approval, plain text version, screen reader friendly version, non-reimbursement option
- [Various documents for the process](#)

Accessibility Vendors

- Developing a list of organizations we want to work with to provide accessibility services
- We can set up accounts, vendors bill us directly, no member reimbursements required
- Allows us to develop consistent working relationships
- Still need: approval of organization list
- Current Proposed Vendor List

Accessibility Supplies

- Started as a list of supplies to keep on hand for use during events
- Now has expanded - supplies for SUB and DNA for members to use, rent, or take when needed
- Still needed: finalize supply list, find best brands and supplies, determine budgets, purchase
- [Current suggested supply list with explanations](#)

Accessibility Audit & Map

- SFU DNA member did tour of the space, expressed overall positive impression with some concerns (significant concerns about signage)
- Contract signed with Calgary-based Level Playing Field to conduct survey and audit
- Survey is finished and needs to be sent out
- LPF needs to be flown in to conduct proper audit
- Need to convert audit information into a map

Accessibility Bursary

- Using the Accessibility Fund to set up a Bursary
- Going outside of SFU due to SFU bursary requirements
- Explored several different "drain" vs. "endowment" options
- Currently consulting with lawyers

Website Accessibility

- AC made suggestions to improve website accessibility
- Communications reached out to assistant for more suggestions
- Communications expressed plan to do accessibility audit in this current fiscal year

Psychoeducational Assessments

- Used to assess a student's learning ability
- Wanted coverage separate from just psychological benefit
- Extensive discussion with AC and DNA, currently finalizing details
- Will be offered as sort of a pilot project to determine amount of usage

Accessibility Fund Promotion

- Most students do not know that the accessibility fund exists and that they can access it
- Once the new fund process is implemented, want to do heavy promotion

What Needs Doing

- Grant Process: Approval and alternative formats
- Event Checklists: Approval and alternative formats
- Vendors: Approval, additional vendors, alternative formats
- Supplies: Additional supply suggestions, specific purchase options, budgets, systemizing, purchasing
- Audit: auditors must be flown in, audit must be conducted, map must be made from audit

What Needs Doing Pt. 2

- Bursary: finish consultation with lawyers, implementation, promotion
- Website: Communications must conduct audit
- Psychoeducational: Details finalized, implementation
- Fund Promotion: Start promotion once new process is implemented

Questions?