

ACCESSIBILITY IN TEACHING AND LEARNING ADVISORY COMMITTEE

TERMS OF REFERENCE

MANDATE

Reporting to the Associate Vice President, Teaching and Learning, the University of the Fraser Valley Accessibility in Teaching and Learning Advisory Committee (ATLAC) is an advisory body established to advise on and promote accessibility as it relates to teaching and learning on the UFV campus.

DEFINITIONS

Within this Terms of Reference and according to the Accessible British Columbia Act (<https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/21019#section1>):

- a **barrier** is anything that hinders the full and equal participation in society of a person with an impairment. Barriers can be:
 - (a) caused by environments, attitudes, practices, policies, information, communications or technologies, and
 - (b) affected by intersecting forms of discrimination.
- "**disability**" means an inability to participate fully and equally in society as a result of the interaction of an impairment and a barrier;
- "**impairment**" includes a physical, sensory, mental, intellectual or cognitive impairment, whether permanent, temporary or episodic.

GOAL/PURPOSE

The purpose of the committee is to:

- Raise awareness and promote accessibility as it relates to teaching and learning at UFV
- Conduct professional development for both the committee and the wider university community

COMPOSITION

The Accessibility in Teaching and Learning Advisory Committee shall be comprised of the following with a term of office for at least one year, preferably two years or more for continuity;

- One rep from each Faculty Council
- At least two student representatives including one student with accessibility needs and one from UFV-SUS
- The AVP Teaching and Learning
- One rep from Teaching and Learning
- One rep from the Centre for Accessibility Services

- One rep from Advising
- One rep from Academic Success Centre
- One rep from Library

OFFICERS

A chair and co-chair will be elected from committee members on an annual basis at the last meeting of the year to preside over the following year's meetings and committee business.

MEETINGS

The Committee shall meet at least twice per semester in the fall and winter, or on an as-needed basis. The Committee meetings will be held at an accessible location which may include online meetings. Meetings will be open to anyone in the university community who would like to attend.

AGENDA AND MINUTES

The Chair and Co-chair will prepare the agenda with input from the committee and/or the UFV community. Committee meeting minutes will be prepared by the Assistant to the Associate Vice President, Teaching and Learning and posted online.

After each meeting, the minutes and the next meeting's agenda will be sent via email to the Accessibility Advisory Committee membership.