

Student Accessibility Advisory Committee Terms of Reference

Role/Purpose

The Student Accessibility Advisory Committee has been established to better understand the co-curricular programming needs of students with disabilities at Western, and to make recommendations that aim to ensure that co-curricular programs, supports, and services in Student Experience are fully accessible.

Term

Members commit to a minimum of 1 year, with a maximum term limit of 2 years, provided they continue to be registered as a student at Western or one of its affiliated university colleges.

Membership

Membership on the Advisory Committee is determined through an application process and applicants are vetted by a selection committee. The committee will be comprised of:

- Director, Academic Support & Engagement (co-chair)
- Student co-chair
- Undergraduate, graduate, professional and other (e.g. diploma or certificate) student representatives including one representative from each of the faculties, as well as Western's three affiliated university colleges; members will also represent a diverse range of disabilities, genders, ethnicities/race, and experiences
- Two allies (i.e., someone that does not live with a disability, but supports people with disabilities and is actively committed to the principles of equity, diversity, and inclusion as they pertain to accessibility) selected from any faculty of study

Roles & Responsibilities

- Attend scheduled monthly meetings and complete any required advanced preparation or follow up; inability to fulfill committee responsibilities may result in removal from the committee
- Commit to active and respectful participation in committee discussions
- Provide feedback, advice, and recommendations on the development of general and tailored new co-curricular programming designed for students with disabilities, as well as tactics and strategies to ensure accessibility to existing co-curricular activities
- Respond to requests for input on broader issues of accessibility (i.e., those outside the purview of Student Experience)
- Adhere to Western's [Non-Discrimination/Harassment Policy](#) during committee time; failure to do so may result in removal from the committee

Meetings

- Generally, meetings will be held once a month for 2 hours each with the exceptions of April, August, and December
- Meeting agendas, with any required advance preparation, will be provided in advance and meeting minutes will be recorded and posted, along with the agendas, on the committee's webpage
- Please endeavour to attend all meetings; we recognize that circumstances arise that may prevent you from being present, and ask that you notify ase@uwo.ca in advance if you are unable to attend a meeting

Remuneration

Committee members will receive a \$1,000.00 honorarium for their time and contributions.