

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
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- 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.