

## **ADA Committee Meeting Minutes held on March 23, 2016 at 11:00am in Union, Room A**

### **Attendees:**

Marks Elder (ODA); Karen Lott (ODA); Scott Dossett (ODA), Belinda Patterson for Jennifer Hatten (Parking Management), Karen Reidenbach (iTech), Geoff Locicero (Communications), Susan Rayborn (Learning Enhancement Center), Misha Lamphere for Stacy Breazeale (Athletics), Kori Nadine Armstrong for JoAnn Johnson (Research, Centers and Institutes), Adrienne McPhaul, and Dr. Greg Smith (College of Education and Psychology).

### **Mission of the Committee and Minutes:**

Marks Elder reviewed the mission statement, which is to increase disability awareness in an outreach, grass-roots manner, provide feedback to ODA, offer ideas on ways to increase disability training opportunities and disseminate information about ODA and disabilities. Minutes are available on our website and available for review at the meeting. Minutes were reviewed by the committee. Minutes were approved as written.

### **Business Items:**

Karen Lott reported on Member Rotation. Member Rotation begins July 1, 2016. New members will attend their first meeting during the Fall 2016 ADA meeting. Members scheduled to rotate off on June 30, 2016 are Susan Rayborn, Learning Enhancement Center; Nancy Bounds, College of Science and Technology; JoAnn Johnson, Vice President of Research Office; Karen Reidenbach who had taken Jeff May's position, iTech and Jake Kuennen, Athletics. Sheri Lyon, Director of Learning Enhancement Center has been informed that Susan will rotate off and will make a recommendation for a new member to begin July 1, 2016 for the Learning Enhancement Center. Nancy Bounds will not begin a second term on the committee. The Dean for the College of Science and Technology has been informed and will make a recommendation for a new member from that college. JoAnn Johnson will stay on the ADA Committee for a Third Term which will end June 30, 2019. Karen Reidenbach, iTech, has chosen to stay on the committee to begin her first official term. The term in which she currently serves expires June 30, 2019. Geoff Locicero asked if the Committee Members are permanent. He noted that he had been on the committee approximately 6 years and he would like to appoint a new member of his staff to the committee. As that Geoff is Director of Web Services, it is noted that he may appoint someone from his department to be on the committee to begin July 1, 2016. There are two student representative positions open, Scott and Marks will make recommendations at a later date.

### **Upcoming Events**

Marks Elder announced the following events which are open to faculty, staff and students:

- Physical Access Meeting will be on Wednesday, March 30, 2016 at 10:00 am in RC Cook Union Room A.
- Web Access Meeting will be on Wednesday, April 6, 2016 at 10:00 am in RC Cook Union Room A.

### **ODA Report:**

Scott Dossett reported on the Staff Changes at ODA. Scott Dossett has been named the Director of ODA as of February 1, 2016. Scott reported that all position titles have been changed and that we currently have one position open that may or may not be filled. Demand for Services at ODA continues to grow with over 500 registered students. Electronic record keeping has made the demands for our office much easier with improving the way letters of accommodation are being produced and distributed. Students are able to access the ODA Application for Services, access myODA to schedule exams and instructions for scheduling exams on the ODA homepage. To access myODA students use their SOAR credentials. Susan asked if this information as well as the new ODA syllabus statement could be sent to her which she will add to their Website for instructors. Scott reported that staff and faculty have been instrumental in helping students with disabilities to ensure that they know about the services provided by our office.

### **Updates:**

Campus Construction and Physical Access, reported by Scott Dossett, Construction of the cross walk between Bond Hall and Thad Cochran is ongoing and has been delayed due to sewer problems. Belinda reported that Thad Cochran parking lot has been reopened. Ray Guy Way is open. Administration Building construction is

ongoing. New College of Nursing building construction is ongoing. Please call ODA if there are complaints about access on campus due to construction.

Web Access reported by Geoff Locicero. Website upgrades are ongoing and currently working through project management as well as vendors to ensure that vendors understand the need for accessible websites on campus. General Counsel has recommended that the university follow WCAG guidelines for accessibility which are more stringent than Section 508 and other guidelines. Training is available that Karen Lott has taken and will get back with Geoff to discuss ways that it will be helpful on campus. Susan Rayborn reported that there have been no reports of inaccessibility for Blackboard. There are no scheduled upgrades for Blackboard and they are currently piloting Collaborate Ultra which is a web conferencing tool.

Scott reported that Captioning of Videos is an ongoing problem. Reported there was a student who is deaf enrolled in an online course that had about 14 videos created by the instructor that were not captioned. ODA captioned the videos for the instructor, however, due to the time it takes to caption videos, ODA is unsure that this can be an ongoing process for other classes. Discussion was made to improve captions provided in the class and online. Karen reported that captions are time consuming but easy to provide in videos created by the instructor. Susan also reported that online courses are now following the NC-SARA standards that allow Southern Miss to teach students online in other states. With these standards, there will be training mandated for instructors yearly that will include ADA compliance.

ODA reported that there have been several training sessions completed on campus. Marks spoke to a group of students visiting Admissions. Scott spoke at four training sessions that included information about ODA and ADA Law. There are currently no presentations being done on the Gulf Coast. ODA will work with the Gulf Coast to provide face-to-face meetings. Also, suggestion that a Physical Access and Web Access Meeting be held on the Gulf Coast Campus.

### New Business

Scott Dossett reported that he will meet with David Tisdale who will write an article for the USM News about ODA. This article will help increase the presence of ODA on campus which will encourage students who are eligible to register with ODA. This will help with student retention.

### Next Meeting

Fall 2016 Semester