

ADA/Section 504 Committee Minutes from Meeting held on February 19, 2015 at 2pm in Union, Room A

Attendees: Clint Atkins (Safety); Josh McAlpin (Physical Plant); Crystal Bunch for Jennifer Hatten (Parking Management); Jake Kuennen (Athletics); Marie Adkinson for Justin Long; (Residence Life); Karen Lott (ODA); Matt Quin (Counseling Center); Robin Johnson, chair (Coast); Marks Elder (ODA); Scott Dossett (ODA); Susan Rayborn (Learning Enhancement Center); Suzy Hebert (ODA); Geoff Locicero (University Communications); Dr. Emily Stanback (College of Arts and Letters); JoAnn Johnson (Research, Centers and Institutes); and Dr. Glenn Bond (College of Science and Technology).

- I. **Mission of the Committee and Minutes:** Robin Johnson called the meeting to order then reviewed the mission, 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. She noted that the minutes from the previous meeting were sent out and some copies are available for review in meeting. The minutes were accepted by the committee. Attendees were reminded that an audio recorder is used to assist in recording the minutes.
- II. **Business Items:** Three members, Justin Long with Residence Life, Jennifer Hatten with Parking Management and Geoff Locicero with University Communications have the option to rotate off or serve another three year term. Members with this option were informed that if any want to rotate off, they should inform Suzy stating their choice. Otherwise, it will be assumed that the members will continue on the committee for three more years. Two members, Dr. Jon Beedle and Robin Johnson, have served two 3-year terms (total of six years,) will rotate off the committee as voting members. Per the Bylaws, the three officers, Chair (Robin Johnson), Vice Chair (Dr. Jon Beedle) and Secretary (Suzy Hebert) have completed their terms and will rotate out of these roles. The Vice President of Student Affairs, Dr. Joe Paul, appointed replacements: Marks Elder will be the Chair, Scott Dossett as the Vice Chair and Karen Lott as the Secretary. Ex officio members do not rotate off the committee and their role is to act as advisors to the committee. Suzy Hebert said that since Robin has a strong interest in assisting with disability matters and routinely acts as ODA's liaison on the Coast campus, she agreed to remain on the committee as an ex officio member. Dr. Paul also appointed Rebecca Anderson to represent the Coast campus.
- III. **Upcoming Access Meetings:** Marks Elder announced the following events which are open to faculty, staff and students:
 - **Physical Access Meeting** will be on Thursday, March 5, November 13 at 12:15pm to 1pm in Owing-McQuagge Hall, Room 111. Representatives from ODA and other departments will be there to answer questions and hear suggestions about access to campus facilities, parking and pathways.
 - **Web Access Meeting** will be on Thursday, March 19 at 12:15pm to 1pm in Owing-McQuagge Hall, Room 111. Representatives from ODA and other departments will be there to answer questions and hear concerns about access to online classes, web sites and BlackBoard.
- IV. **ODA Report**
 - **Growing demand for services:** Suzy reported that the demand for ODA services continues to grow. ODA gave a record number of exams in Fall 2014 semester and the staff handled this increase very well.
 - **Electronic record system-** ODA is still waiting to implement a software program soon which will improve the efficiency in serving students and, hopefully this will be done soon.

V. **Access to campus events** – Marks Elder reported that the campus lawn space designated for a recent outside concert was not very welcoming for persons with disabilities. ODA learned about this issue late on the day before the concert so it worked with the concert sponsors to try to create an accessible area for participation. In the future, hopefully, Student Activities will contact ODA ahead of time to make better plans for access. ODA is looking into purchasing mats that can be placed on the lawn so students in wheelchairs can get closer to stage. It was suggested that employee in departments who use funds to buy Christmas gifts for other staff could use it for the mats. Another possibility is if mats could be obtained with funds raised by foundation.

VI. **Updates**

- a. **Campus Construction and Physical Access** –Clint Atkins reported that the new parking lot near the Liberal Arts Building will be completed in the next couple of weeks. He added that Rails for Trails is adding a new parking lot which has caused students to go around Stores when traveling to and from Hillcrest. ODA inquired about the status of the plans for the diagonal crosswalk from Bond Hall to the Cochran Centers but Clint said that he wasn't aware of any status. ODA explained that the crosswalk's connection to the Cochran Center sidewalk is where cars are exiting the Chain Tech Parking lot. The placement of the stop sign is so that it has autos wait on the crosswalk before turning out of parking lot. Today, this situation blocked Marks' access to the curb cut. Susan Rayborn shared that the raised area in the Cook Union Lobby could be a hazard to someone with a visual impairment. Clint agreed to look into these issues. He stated that it would be good if we could take pictures when problems are noticed. Clint stated that there are fixing the cracked sidewalk in front of the new dorms next to Bond Hall.
- b. **Web Access:** Geoff Locicero reported that they are waiting on the web upgrade project and noted that several things have caused it to stall. He added that there is a plan and they will be a higher accessibility standard. Possibly, with the vendor's help, they can find a way to manage the accessibility features. Susan Rayborn shared that StreamServe is now set up so instructors can use it. She said that it does captioning but since the captioning is not accurate, the Learning Enhancement Center (LEC) is looking into other solutions for closed captioning.
- c. **ADA Training:** Suzy reported that since July 1, 2014 ODA presented ADA information in eight department meetings, four classes and one staff orientation. She reminded all that ODA welcomes opportunities to meet with groups to talk about the importance of disability access.

VII. **Next Meeting:** The next meeting will be held in Fall 2015 and that Karen will email everyone with the details.

The meeting lasted 25 minutes were recorded by Suzy Hebert and minutes were recorded by Suzy Hebert.