

## **ADA/Section 504 Committee Minutes from Meeting held on February 27, 2014 at 3pm in Union, Room A**

Attendees: Clint Atkins (Safety); Rodger Jackson (Residence Life); Belinda Patterson for Jennifer Hatten (Parking Management); Denise Bounds for Justin Long; (Residence Life); Jeff May (I-Tech); Matt Quin (Counseling Center); Robin Johnson, chair (Coast); Ragan Summers (ODA); Suzy Hebert (ODA); Scott Dossett (ODA); Geoff Locicero (University Communications); Susan Rayborn (Learning Enhancement Center); Jameela Lares (College of Arts and Letters); Dr. Jon Beedle (College of Education and Psychology); JoAnn Johnson (Research, Centers and Institutes); Jerry Purvis (College of Health); Dr. Nancy Bounds (College of Science & Technology); Dr. Glenn Bond (College of Science and Technology); Tyler Meador (Student Representative) and a Student Human Rights Group Representative

- I. **Mission of the Committee:** Robin Johnson called the meeting to order. She thanked the members for their continued service and for help in identifying and reporting access issues on both campuses to ODA. Robin 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. Robin also introduced the new committee member, Dr. Nancy Bounds from Interior Design Department, who replaced Michelle Rose. All attendees introduced themselves and identified the area each represents.
- II. **Minutes from the October 22, 2013 Meeting:** Robin shared that the minutes from the last meeting had been emailed to all. In case someone didn't have the opportunity to review them, copies were available in today's meeting. The committee accepted the October 22, 2013 meeting minutes. Attendees were reminded that an audio recorder is used to assist in recording the minutes.
- III. **Business Items:** Robin explained that the committee needs replacements for a student representative and the College of Business faculty representative. Suzy Hebert has already emailed and spoken with the College of Business requesting that they recommend someone from their area to serve on the committee. Two students on the committee are unable to serve because one graduated and the other is currently not enrolled. Any committee member can nominate a new student representative. The importance of student participation was emphasized. Three members, Matt Quin with the Counseling Center, Dr. Jerry Purvis with the College of Health and Dr. Jameela Lares with the College of Arts and Letters 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.
- IV. **ADA Consultants:** Suzy shared that ODA has received a very brief report from the university's legal office about feedback from the ADA consultants' assessment and report. Since the assessment was arranged through the Legal Counsel, the report was sent there before a global summary of recommendations was relayed to ODA. One recommendation is for ODA to use a software program to help it operate more efficiently. ODA has already chosen a software program and is awaiting approval. Another recommendation will involve a change in the ADA Compliance Officer role, which Suzy has had that title since 2005. In the future, this role will be shared by a small group of people, who are knowledgeable in the various and diverse areas of ADA Compliance, including physical access, program and technology access. Changes will be made but we are not sure when or how the compliance group will be structured. It could involve a subgroup from this committee. It was also reported that there have been several discussions on captioning and ensuring technology access.
- V. **Upcoming Events:** Ragan Summers announced that the following events are open to faculty, staff and students:
  - **Web Access Meeting** will be on Thursday, March 20 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.
  - **Physical Access Meeting** will be on Thursday, March 27 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.

- **ODA Awards:** Scott Dossett shared information about the three ODA Awards (Outstanding Student, Outstanding Instructor and Outstanding Staff) that ODA gives every Spring. Nomination forms for each have been distributed and the due date is March 27. The faculty and staff awards are given to employees who have championed the inclusion and integration of students with disabilities into campus life. Copies of the forms will be emailed to members so they can be easily forwarded to others in their department.
- **Powwow:** Tyler Meador explained that after they noticed that the Medicine Wheel Garden on campus was not accessible to persons in wheelchairs, action was taken to ensure that the Medicine Wheel is now accessible in all four directions. He announced the upcoming Powwow will honor people with disabilities. It will be held in Petal on April 18 and April 19 and asked that the committee please share this information with schools for children with special needs or others with special needs. He said that Thursday (April 17) will be “school day” and last year, 1,000 children participated. For more information, he said to contact Suzy and she will relay the message to him. Tyler shared that a representative for the Students for Human Rights organization is joining today’s meeting. Then Alissa, the representative entered the meeting. She explained that their group is planning to partner with others to host a Human Rights Week and they would like help in finding a student with a disability to share their story. ODA said that they will be happy to help locate a student speaker.

## VI. **Updates**

- a. **ADA Training:** Suzy reported that ODA has participated in some training opportunities sponsored by other departments with hopes to arrange future training with various groups of Physical Plant workers, who work all across campus.
- b. **Campus Construction and Physical Access:** Clint Atkins mentioned the ongoing campus construction with College of Business building and Century Park South. He announced that the fountain near the administration building will be replaced. Tyler reported that he had heard about a student who fell out of her wheelchair near a faculty parking area. There was some confusion of exactly where and what occurred, so Suzy agreed to follow-up with Dr. Greer to find out the details.
- c. **Web Access:** Geoff Locicero reported that a form building tool was recently upgraded and there is concern that some accessibility features in this tool may have been lost in the upgrade. So they are addressing the issue to ensure that the accessibility features are returned. He also mentioned an upgrade to the content management system, Drupal, to enable it to work on tablets and phones.

VII. **Other:** Susan Rayborn noted that Physical Plant’s work in responding to challenges created by the recent freeze and their speedy actions to provide access should be recognized. The committee spontaneously agreed by giving a round of applause.

VIII. **Next Meeting:** The next meeting will be held in Fall 2014 and that Suzy will email everyone with the details.

The meeting minutes were recorded by Suzy and the meeting lasted 23 minutes.