

## **ADA/Section 504 Committee Minutes from Meeting held on October 22, 2013 at 3pm in Union, Room A**

Members in Attendance: Clint Atkins (Safety); Jennifer Hatten (Parking Management); Melissa Bastine (for Justin Long; Residence Life); David Sliman (i-Tech); Karen Reidenbach (for Jeff May, I-Tech); Matt Quin (Counseling Center); Robin Johnson, chair (Coast); Ragan Summers (ODA); Suzy Hebert (ODA); Scott Dossett (ODA); Karen Lott (ODA); Geoff Locicero (University Communications); Susan Rayborn (Learning Enhancement Center); Jake Kuennen (Athletics); Jameela Lares (College of Arts and Letters); Jerry Purvis (College of Health) and Dr. Glenn Bond (College of Science and Technology).

Items Distributed: Meeting Agenda, "Give Back Night" flyer, and circulated the February 28, 2013 meeting minutes.

- I. **Mission of the Committee:** Robin Johnson called the meeting to order and 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 thanked the returning members and new members for serving on the committee.
- II. **Minutes from February 28, 2013 Meeting:** Robin shared that minutes from the February meeting had been emailed and that copies were being circulated in today's meeting. The committee accepted the February 28 meeting minutes. Members were reminded that an audio recorder is used to assist in recording.
- III. **New members:** Robin introduced the new members: Clint Atkins from Safety Office, Jake Kuennen from Athletics and Dr. Glenn Bond from College of Science and Technology then all members introduced themselves.
- IV. **ADA Consultants:** ODA is still awaiting feedback from the consultants' assessment and report. Since the assessment was arranged through the university's legal office, they will relay the information to ODA.
- V. **Upcoming Events Announced:**
  - **"Give Back Night"** at the PowerHouse will be on Tuesday, October 29 from 5pm to 8pm. This is a fund raiser sponsored by students. Funds generated will be used to create a foundation to benefit students with disabilities. For \$10, patrons will have a choice of three meals.
  - **Physical Access Meeting** will be on Tuesday, November 5, 2013 at 12:15pm to 1pm in the Owings-McQuagge Hall, Room 109. Representatives from the University Police Department, Safety Office, Parking Management and ODA will be there to answer questions and hear suggestions about access to campus facilities, parking and pathways.
  - **Web Access Meeting** will be on Tuesday, November 12, 2013 at 12:15pm to 1pm in Owing-McQuagge Hall, Room 109. Representatives from the Learning Enhancement Center, i-Tech, ODA and the Institute for Disability Studies will be there to answer questions and hear concerns about access to online classes, web sites and BlackBoard.
  - **We Connect Now USM**, a student led group is forming to promote the understanding of disabilities and enhancing the quality of life and success for students with disabilities. Dr. Glenn Bond is the faculty advisor. He explained that adjustment for incoming students with disabilities can be difficult. The group could assist with adjustments and be a social outlet. Glenn said that the meeting is tentatively scheduled for Wednesday, October, 30 at 7pm in Chain Tech Building, Room 205. After he confirms the meeting's exact time and date, Suzy will email this information to the committee.

## VI. **Updates**

- a. **ADA Training:** Suzy Hebert reported that ODA has done some disability presentations in classes, several employee orientations, and has also conducted training sessions with some departments. There are plans to meet with more departments and with employees on the coast.
- b. **Campus Construction and Physical Access:** Since there are several areas around campus that are under construction, it was requested that the committee members inform Suzy if any disability access issues arise. Glenn reported that near the main entrance, there is a sidewalk which ends in mud. Members speculated that this situation may be a result of the February tornado. Jennifer Hatten shared that the sidewalk in front of the Lucas Administration Building that is closest to Southern Miss Drive does not line-up perfectly to connect with sidewalk in front of Southern Hall. Clint Atkins will relay these concerns to the appropriate areas in Physical Plant.  
Melissa Bastine reported that Black and Gold Boulevard will close November 27, 2013 through the Summer of 2014. There were questions about the effects of this closure so Jennifer clarified that there will be no parking on or cars traveling on the part of the street between Century Park construction site and the Cochran Center. She added that parking will remain on Black and Gold Boulevard between Chain Tech Building and Bond Hall.
- c. **Web Access:** Karen Lott indicated that ODA had no reports on web access. Though not directly related to access issues, Geoff Locicero said that they are looking into a new template that is adaptable, meaning that it would work on a laptop, desktop, phone or tablet. He clarified that the plans are not definite. Karen inquired about Drupal and Geoff indicated that it will likely remain but there may be some changes.  
David Sliman said that they will be doing more with Lecture Capture in the Spring and pushing for closed captioning. He said that the speech recognition is only 60% so 40% (of the lecture) has to be typed in. Suzy added that Rich Baker, with the Institute for Disability Studies, had a software program that could be downloaded free and this program synchronizes the transcript with the video. David remarked that getting the transcript is the big issue. An ad hoc committee, which had looked into to this issue, also found that the biggest hurdle is the inaccuracy of voice recognition software. It was noted that a lot of departments are contracting with others to provide the captioning service. Creating transcripts when classes are developed is ideal and some departments are taking this step.

- VII. **Other:** ODA now reports to Dr. Thomas Burke, who is the new Executive Assistant to the President for Administration. In the past, ODA was organizationally under Student Affairs and this change took place in August.

Michelle Rose, who recently left the committee, suggested that the committee replace her with another faculty member from Interior Design. It was noted that having Interior Design's involvement is beneficial in promoting disability awareness. The committee voted to add a faculty member from Interior Design so now the College of Science and Technology will have two representatives. Suzy will contact the faculty member to invite her to be part of the committee.

- VIII. **Next Meeting:** Robin announced that the next meeting will be held in Spring 2014 and that Suzy will email everyone with the details.

The meeting lasted 30 minutes and the minutes recorded by Suzy Hebert.