

ADA/Section 504 Committee Meeting

Minutes for February 21, 2011

Members in Attendance: Neal Mead (for Tom Atkinson in Athletics), Belinda Patterson for Lucy Bowens in Parking Management); Dr. Aimee Thomas (Biology Faculty); Rodger Jackson (Safety); Karen Reidenbach (I-Tech); Michelle C. Rose (Interior Design Faculty); and Ragan Summers (ODA)

Items Distributed: Agenda, Minutes from November 8, 2011, Draft of Bylaws, Copy of Bylaw Recommendations (Dr. E. Mann); and the Committee Member List

I. Minutes from Fall 2010 Meeting:

Meeting called to order at 1:07 p.m. by the ADA Committee Chair, Dr. Aimee Thomas. Minutes from the previous meeting (November 8, 2011), which had been emailed, were approved.

II. Drafted Bylaws – Review, Revise...Approve. Feedback received so far:

Dr. Thomas explained the Committee is charged with drafting bylaws by the Committee on Committees. She noted Suzy Hebert researched bylaws from various college committees and the Ad-Hoc Committee met to draft the bylaws. She mentioned Dr. Ed Mann provided recommendations and thanked him for his efforts.

a. Whether to elect or appoint officers?

Article 3 was read by Dr. Thomas. She explained the Ad-Hoc Committee recommended the appointment versus election of members in order to have the involvement of the Vice President of Student Affairs (higher administration) and equal representation. The motion was moved to accept appointing members to the committee and it was approved.

b. Review member list...should we add representatives from other areas?

Dr. Thomas requested all to review the list to see if other areas/departments needed to be represented. It was noted Economics moved to the College of Arts and Letters (review and categorize academic departments to colleges). Upon reviewing the member list, it was noted there is not representation on the member list from Business, Health, Athletics, Counseling Center, and Vice President of Research; it was agreed to add for diversity. It was determined the member list and sign-in sheet should be consolidated. Ragan mentioned a recommendation made to add Physical Plant. Roger recommended Chris Crenshaw.

c. Adopt Robert's Rules of Order

Dr. Thomas explained Robert's Rule of Order is a good practice and should be used in the meetings because it is formalized. She asked if there were any comments. There were none. She motioned to move to accept the use of Robert's Rule of Order and it was approved.

d. Add section on Amendments (to bylaws)

Dr. Thomas read Article 8. She explained Susan suggested it was probably an oversight of the Ad-Hoc Committee. She noted some prefer secret ballots when amending bylaws and it is okay. Karen Reidenbach expressed there would be times when you would not be able to make changes if there is no turn-out. It was suggested to add "2/3" majority to

Section 1 in order to have same language as Section 2. Karen requested to add “present and voting” to Section 1 as well.

Dr. Thomas asked if there were any additional comments and suggestions to the bylaws. There were none.

III. Updates:

a. *Announce Spring’s Access Meetings open to campus community:*

Ragan announced the next Physical Access Meeting on Wed., March 16, at 12:15 p.m. – 1:00 p.m. in OMH, Room 111. Dr. Thomas announced the next Web Access Meeting on Wed., March 23, at 12:15 p.m. – 1:00 p.m. in OMH, Room 111. Ragan mentioned the access meetings are included in this weeks ODA mail-out.

b. *Nominations forms for ODA Awards will be distributed soon*

Dr. Thomas requested each member think of someone they would like to nominate.

c. *Campus Construction and Physical Access*

Roger reported the biggest project is the parking garage. He noted it will be ready for use on March 15th or 16th and the official date is April 1st. He mentioned updates at Kinard-Washington (rearranged sidewalks and added curb cuts) and eastern side of McClemore (continue sidewalk in the front and northside as well as added more cross stripes to street). Roger expressed the need to have Physical Plant on the committee (contact Chris Crenshaw, Joel Lucero, or Rita Hailey-Burks).

d. *Web Access...ADA Letter sent from Dr. Lyman*

Ragan reported a letter was sent to faculty and a copy of the letter is on file with ODA. It was also noted the letter jump started a lot of interest and feedback which has started a process on how to address closed-captioning. Karen Reidenbach inquired if there was anything needed through I-Tech regarding equipment services.

e. *Recognize department’s best practices in promoting access (Physical Plant and University Communications)*

Dr. Thomas requested contacting Suzy Hebert if you recognize departments who utilize best practices and how.

Other Updates:

Parking Management- Belinda Patterson reported no updates.

Athletics- Neal Mead reported he had no additions, except there may be complaints regarding baseball handicap parking. He expressed the sold parking lot has ten handicap parking spaces (1st come; 1st served); there were threats made by patrons. He stated they are brainstorming and may want to move them to coliseum. Roger suggested students may be willing to keep slot open if they are given free entrance to the games.

Old/New Business:

There is no old/new business.

Next Meeting:

Dr. Thomas reported the Committee does not have a summer meeting so the next meeting will be held in Fall 2011 and bylaws will be in place. She noted Suzy will communicate date, time, and location via email and how it will affect members already on the committee.

The meeting was adjourned at 1:40 p.m. Minutes recorded by Ragan Summers.