

ADA POLICY ADVISORY COMMITTEE MEETING

2:00 p.m. Meeting Began

3:00 p.m. Meeting Ended

Location: Academic Affairs Large Conference Room

I. September 12, 2013: CALL TO ORDER: Huda Melky

Called to order at 2:00 p.m.

II. ATTENDANCE – Huda Melky

Those in attendance were Huda Melky, Michael Schilling, Shaden Atz, Stephen Rowland, Charles Harrison, Jeff Jones, Jennifer Tougas, and Cindy Smith.

III. APPROVAL OF MINUTES

Minutes from the May 2, 2013 meeting were reviewed and approved.

IV. FACILITIES MANAGEMENT UPDATE

- A.** Charles Harrison reported that a parent has concerns regarding ADA access to the Health Services building. There is a service ramp at the back of the building; however, the entrance is in the front of Health Services and it is accessible. Huda suggested better signage indicating where the entrance is located. Charles will reply to the parent's email and let them know which entrance is accessible.
- B.** Charles updated the committee about the Grise Hall elevator. He said the work should be completed by January 7, 2014. Huda shared that the faculty member who wanted to file a complaint regarding the elevators doesn't have any classes in Grise Hall.
- C.** Charles said a power door opener has been requested at South Campus and the cost to purchase /install is \$12,000. This installation isn't required because the tension and weight of the current door is ADA compliant.
- D.** Charles received a request to park an automated wheelchair at the Academic Complex during the day. Charles agreed to this request for this academic school year.

V. STUDENT DISABILITY SERVICES UPDATE

- A.** Matt Davis was unable to attend the meeting; however, his report was given verbally to Cindy Smith to share with the committee:
 - 1. Matt said the SDS report will be sent to committee members within the next couple of weeks.
 - 2. Matt reported that SDS will move to the other side of the Downing Student Union (formerly Downing University Center) during Christmas break (no later than Spring Break) while renovation is done on the current location.

VI. TRANSPORTATION

- A. Jennifer Tougas received a request from a student for Tier 2 parking; however, the individual did not show up for their scheduled meeting. Jennifer sent an email to the employee to reschedule, but they did not reply. The student was provided Tier 2 parking based on the doctors note only.
- B. There was discussion regarding a Professor's girlfriend and issues related to her scooter. Huda recommended for her to visit Vocational Rehabilitation and request a scooter that is a better fit for her. Jennifer has given her Tier 1 parking.
- C. Jennifer said a Professor who is teaching a night class has an injured leg and has requested for the Topper Transit to pick him up and transport him to classes.
- D. Huda requested for Jennifer to provide her with a list of faculty and staff who currently have Tier 1 and Tier 2 parking permits.

VII. UPDATE ON SECTION 508

- A. Huda reported that the ADA Ad Hoc Committee met during the summer break and updated the committee on what was discussed.
- B. DELO is hosting a symposium for Distance Learning and Web Accessibility on Thursday, September 19, 2013 at the Knicely Center. Huda invited the ADA Policy Advisory Committee to attend. Cindy Smith will send the registration link to committee members.
- C. Huda reported that HiSoftware will be used for auditing the library, but not web accessibility, due to the number of pages WKU purchased that can be audited.
- D. Huda distributed the Website Accessibility report and it was discussed.

VIII. UPDATE ON ONLINE LIBRARY MATERIALS

- A. Shaden Atz distributed handouts on VPAT and WKU Library Procedure Document and both were discussed at length.

IX. UPDATE FROM JEFF JONES

- A. Jeff reported that the OU Campus will begin a software upgrade in November.

X. REPORT FROM MICHAEL SCHILLING

- A. Michael asked if an audible notification could be installed at the intersection between the parking structure and the Registry Apartments. This is a busy intersection and difficult for someone who is sight impaired to cross alone. Jennifer Tougas will forward the request to KYTC.