

ADA POLICY ADVISORY COMMITTEE MINUTES

2:10 p.m. Meeting Begins

3:00 p.m. Meeting Ends

Location: Equal Opportunity Office

- I. SEPTEMBER 27, 2012: CALL TO ORDER – Huda Melky**
Called to order at 2:10 p.m.

- II. ATTENDANCE – Huda Melky**
Those in attendance were Huda Melky, Vernon Sheeley, Jennifer Tougas, Jeff Jones, Matt Davis, Charles Jones, Huda Melky, Richard Miller, Michael Schilling, and Cindy Smith.

- III. APPROVAL OF MINUTES**
Minutes from the May 10, 2012 meeting were reviewed and approved.

- IV. ADA POLICY ADVISORY COMMITTEE MEMBERS**
 - A.** Huda Melky welcomed everyone back from summer break.
 - B.** Matt Davis introduced Michael Shilling, who will be a student representative on the ADA Policy Advisory Committee.

- V. UPDATE ON SECTION 508 WEB ACCESSIBILITY**
 - A.** Gopi Nutakki continues to work with the IT Department regarding web accessibility. WKU is currently 92% accessible with its websites.
 - B.** Jeff Jones reported he took the web accessibility online course test.
 - C.** Huda shared that a committee was formed at the end of spring 2012 to oversee accessibility of blackboard and online courses.
 - D.** Dr. Miller suggested an email be sent to all faculty stating they must take the online tutorial and receive their certificate before they can teach an online course. Dr. Miller said he will discuss this with Beth Laves.
 - E.** Jeff Jones said he will develop a schedule that reflects class availabilities.
 - F.** John Bowers, Beth Laves, and Huda attended a CPE meeting in Frankfort, KY and presented steps WKU is taking to make online classes accessible.
 - G.** The committee agreed that spot audits will be the most efficient method to ensure online classes are accessible. Jeff Jones will send committee members Blackboard account to take the test. Each faculty member must achieve an 80% or better on the test to become certified.
 - H.** Huda reported that online books at the library will need to be made accessible.

- VI. PARKING AND TRANSPORTATION**
 - A.** Jennifer Tougas reported that the Helm Library parking lot project was completed during summer break.

- B.** Jennifer said a student asked for transportation to the Agriculture Farm to ride her horse. Huda said this request is for personal use and the student will need to find her own transportation.
- C.** Jennifer reported that in 2013 the campus will lose 500 parking spaces when the new construction begins on the facility to house married students.

VII. UPDATE ON SDS

- A.** Matt Davis reported a WKU student started a petition on facebook to make the Gordon Wilson building accessible. Huda shared that a reporter from the Herald contacted her regarding this student and she instructed them to call John Osborne to discuss the situation. Huda also brought to the committees attention that the class could be moved to a building already accessible.
- B.** Michael Schilling discussed the campus' sidewalks considered safety hazards. Michael had pictures of these sidewalks on a flash drive. Huda suggested that Charles Jones review the pictures and report back to the committee.
- C.** Matt distributed the SDS Accommodations and Student Diagnosis reports and they were discussed.
- D.** October is Disability Awareness Month and several activities have been planned for the campus.
- E.** Matt reported there have been several issues at the extended campuses and SDS is seeing more students who need services. There has been discussion regarding having someone to visit each campus to assist with these issues.