

ADA POLICY ADVISORY COMMITTEE MEETING

2:05 p.m. Meeting Began

2:45 p.m. Meeting Ended

Location: President's Conference Room

- I. NOVEMBER 29, 2012: CALL TO ORDER – Huda Melky**
Called to order at 2:05 p.m.

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

- III. APPROVAL OF MINUTES**
Minutes from the October 18, 2012 meeting were reviewed and approved.

- IV. INTRODUCTION**
Huda Melky introduced Denise Cornelius, Human Resources, Benefits Specialist, as the newest member of the ADA Policy and Advisory Committee. Huda said HR information will also be shared with Jennifer McLeod, Employee Relations Specialist in Facilities Management.

- V. FACILITIES MANAGEMENT**
 - A.** Charles Jones announced the reorganization in the Department of Facilities Management. The updated organizational chart was distributed and discussed at length.
 - B.** Michael Schilling reported that the steps in front of Gatton Academy are still a safety issue.

- VI. STUDENT DISABILITY SERVICES**
 - A.** Matt Davis distributed the SDS Data Report to committee members.
 - B.** Matt said SDS is working on accommodations for finals week and graduation.
 - C.** Jennifer Tougas said she will be working with SDS regarding parking accommodations during graduation.
 - D.** There was discussion regarding a complaint that has been filed with the Office of Civil Rights from a student who was discharged from a Nursing class. The student never disclosed her disability while she was a student.
 - E.** Matt said there is an issue with a student who has back problems and can't drive to the Elizabethtown campus.
 - F.** Jeff Jones discussed the need for a more efficient way to have accommodation forms returned to SDS.

VII. PARKING & TRANSPORTATION

- A. Stephen Rowland reported that there has been a 25% increase in ridership since October 2011. However, those with permanent disabilities typically use the fixed route and those with temporary disabilities use the ADA van.
- B. The new low floor vehicles that have been ordered will arrive soon.
- C. The transportation service times have been extended.
- D. Jennifer Tougas reported they will be opening the new section of Chestnut Street North.
- E. Jennifer reported there is an employee who is having difficulty finding van accessible parking in front of Southwest Hall.

VIII. SECTION 508 WEB ACCESSIBILITY

- A. Huda distributed the Website Accessibility Status Report to committee members and it was discussed.
- B. Huda said that Gopi Chand Nutakki continues to assist departments with their websites.
- C. Huda reported that accessibility for online training is the next challenge. Huda is working with Beth Laves on this.
- D. Huda said that since the University of Louisville's ADA Symposium, several universities have asked what process WKU is using to make their websites accessible.
- E. Jeff Jones had a class scheduled on 11/28/12 "How to Make your Website Accessible", but no one attended.

IX. REQUEST FOR FACULTY & STAFF ACCOMMODATIONS

- A. Huda reported that two employees are currently off work and may need disability.