

ADA POLICY ADVISORY COMMITTEE MINUTES

2:00 Meeting Begins

2:45 p.m. Meeting Ends

Location: Academic Affairs Lobby Conference Room

I. NOVEMBER 10, 2011: CALL TO ORDER – Huda Melky

Called to order at 2:00 p.m.

II. ATTENDANCE – Huda Melky

Those in attendance were Huda Melky, Matt Davis, Vernon Sheeley, Charles Jones, Leyla Zhuhadar and Cindy Smith.

III. APPROVAL OF MINUTES

Minutes from the September 22, 2011 meeting were reviewed and approved.

IV. FACILITIES MANAGEMENT

- A.** Charles Jones reported the ADA doors at Grise Hall have been improved.
- B.** A new set of operators have been installed on the doors at the Glasgow Campus.
- C.** Hand rails have been added at Van Meter Hall and Cherry Hall.
- D.** Charles Jones shared that a WKU donor has asked that handrails be added at the Van Meter Chapel and the KY Museum. This request will be taken to the Master Plan Committee.
- E.** An ADA compliant curved sidewalk has been placed in front of DFM.
- F.** The work behind Cherry Hall will be complete in the spring.
- G.** Matt Davis asked Charles Jones if he was aware of the water that accumulates at the bottom of the Academic Complex when it rains. Charles said he will look into the problem.

V. FACULTY AND STAFF ACCOMMODATIONS

- A.** Huda Melky stated there is a faculty member who gets migraines due to the sun shining in her office. Ben Johnson said he can install temporary shades until the permanent shades arrive. The faculty member has not been cooperative with the maintenance crew to install the temporary blinds. Charles Jones said he has a second shift maintenance person who could install them after hours.

VI. SDS UPDATE

- A.** Matt Davis reported the October Disability Awareness Month events were a success.
- B.** Matt said that SDS is working on accommodations for commencements in December.

VII. LEYLA ZHUHADAR

- A.** Leyla discussed, at length, the Tegrity usage and distributed a handout to committee members.

- B. Currently there are 10 transcribers and 10 more to be added. Student workers are also being utilized.
- C. Leyla shared that converting online courses to accessible courses is a very slow, but necessary task.
- D. The UAV platform is complete and Leyla discussed how the system operates. This will allow transcribers to work from home.

VIII. JEFF JONES

- A. Jeff has met with the Blackboard group and they are looking for a way to require an ALT tag.

IX. SECTION 508 WEB ACCESSIBILITY

- A. Huda met with Gopi Chand Nutakki, John Bowers and Julie Dent to discuss the steps for making blackboard accessible.
- B. Huda will meet with Beth Laves, John Bowers and Dr. Miller to discuss making blackboard accessible. A committee will be established.
- C. Huda said the library will be reviewed at a later date.
- D. Matt Davis shared he had an issue with a student from PA who is taking two online courses, and was in need of extended time to complete the work.
- E. Huda said she will check with Jennifer Tougas regarding a parking pass for Leyla and her staff when they assist faculty on campus.
- F. Norb Ryan asked Huda for our policy on service animals and this has been sent to him.
- G. Charles Jones shared that a policy has been created regarding DFM services trucks being parked on sidewalks across campus. They will now have to be approved by a DFM Supervisor and a yellow hang tag should be visible in the service vehicle.

X. PARKING AND TRANSPORTATION

- A. Jennifer Tougas was unable to attend the meeting, but verbally gave her report to Cindy Smith to share with the committee:
 - The Music Hall behind Grise Hall will be complete in December and will increase disability parking.