

ADA ADVISORY COMMITTEE MINUTES

2:05 p.m. Meeting Begins

3:55 p.m. Meeting Ends

Location: Human Resources Conference Room

I. SEPTEMBER 25, 2008: CALL TO ORDER – Huda Melky

Called to order at 2:05 p.m.

II. ATTENDANCE – Huda Melky

Those in attendance were Huda Melky, Richard C. Miller, Kelly Burch-Ragan, Vernon Sheeley, John Kessell, Bob Ware, Cheryl Lewis-Smith, Matt Davis, Jeff Jones, Jennifer Tougas and Cindy Smith.

III. APPROVAL OF MINUTES

Minutes from January 10, 2008 were reviewed and approved.

IV. NEW ADA AMENDMENTS, SENATE BILL 3406

A. Dr. Sheeley said the new ADA Amendment, Senate Bill 3406 has passed The House and The Senate, and will be sent to the President within the next couple of days. This bill will go into effect January 1, 2009.

B. Huda Melky further discussed the bill and its major implications.

V. LEGAL UPDATE ON EEOC AND OFCCP ON ACCOMODATING DISABLED VETERAN

A. Huda Melky gave a summary of OFCCP's revisions in reference to compliance with Section 508. This section includes, "Online Application Systems: Providing Equal Opportunity to Individuals with Disabilities." She stated the University must ensure that qualified individuals with disabilities and disabled veterans have an equal opportunity to apply and compete for jobs.

B. Jeff Jones said that WKU is looking at purchasing a management system currently being tested by U of L. This system will help test the web sites to make sure they are in compliance with section 508.

C. Huda Melky is recommending that Mana Kariman, who currently teaches at BGCC and KCTCS, be hired PT to audit all departmental websites. Mana received her Rehabilitation Engineer Certification from University of Miami, attained her Interdisciplinary Fundamental Certification in Adaptive/Assistive Technology, and her American with Disabilities Act Certification from the Georgia Institute of Technology.

D. Jeff Jones said it may take 1 year to transition to the new program.

VI. UPDATE ON REQUEST FOR FACULTY AND STAFF ACCOMODATIONS

- A. Cheryl Lewis-Smith said there has only been 1 request to date.
- B. Cheryl Lewis-Smith shared that Human Resources will make employees aware of policies at the new hire orientation.
- C. In April, when ECU came to campus, a training was conducted for the hearing impaired. It was widely received by the employees and students.
- D. It was suggested that there needs to be training for the Deans and Department Heads to update them on the new changing laws.

VII. UPDATE ON STUDENT DISABILITY SERVICES DEPARTMENT, PROGRAMS AND SERVICES

- A. Matt Davis (filled in for David Coffey) brought a breakdown of accommodations SDS provides for the student population at WKU.
- B. The majority of WKU students need help with testing and this is becoming increasingly difficult due to the lack of available rooms to place the students in while they are testing. Huda Melky suggested that SDS look into putting the test on Blackboard to eliminate the students' need for space.
- C. Matt Davis illustrated the structure of SDS by providing employee names and job titles. Dr. Coffey's impending retirement was also discussed.
- D. There are 3 deaf students at WKU, 2 full-time captionists, 1 full-time deaf and hard of hearing coordinator, 4 part-time interpreters, and 4 part-time captionists who are utilized to assist these students.
- E. Disability awareness month is in October.
- F. John Kessell, from the Agriculture Department, discussed the need for a handicap accessible restroom at the Agriculture Farm.

VIII. UPDATE ON CAMPUS ACCESSIBILITY

- A. Bob Ware clarified there are 2 sections to Facilities Management; maintenance and construction.
- B. Huda Melky and Bob Ware discussed that when renovations are done at WKU, they have to be inspected by the State to meet the American with Disabilities Act Accessibility Guidelines (ADAAG).
- C. Bob Ware suggested that projects on campus be listed so they can be prioritized as to what needs to be done to make them compliant.

- D. Huda Melky recommended a subcommittee be formed to work with Natasha Smith who is with Planning, Design, and Construction. The following individuals volunteered to serve on the accessibility subcommittee: Bob Ware, Matt Davis, John Kessell and Kelly Burch-Ragan.
- E. Dr. Miller stated that accessibility is a priority and we need to make sure staff and students have access to where they need to go.
- F. Huda Melky showed the committee members the accessibility check list that was used in years past for the university and this needs to be updated.
- G. Bob Ware gave an overview of the projects that are currently underway at WKU:
 - 1) Ramps at 1702 and 1790
 - 2) Plan to put a ramp at Phelps log house
 - 3) New side walks for Gordon Wilson
 - 4) Fence at Preston impending the sidewalk
 - 5) Looking into the 5 doors a student with a disability has requested to have an automatic door opener for each.

IX. PARKING AND TRANSPORTATION

- A. Jennifer Tougas shared a handout with the committee that contained the updated policy for Tier I and Tier II parking at WKU.
- B. Appeals for handicap parking now go straight to Jennifer Tougas and no longer to Huda Melky.
- C. Topper Transit and Paratransit Service is available to accommodate the needs to persons with a temporary or permanent disability.
- D. Currently, there is no transportation service to the Agriculture Farm.
- E. Eventually, students, faculty, and staff will be able to renew parking online.

X. ADA GUIDEBOOK

- A. Huda Melky and Dr. Sheeley will revise the Access and Opportunities 504/ADA Guidebook for Students with Disabilities (Second Edition, 2000). Huda will request department heads to revise their departmental information so that the document will be placed on E.O. website.
- B. Huda shared with the committee that an ADA Policy Advisory Committee website will be part of The Office of Equal Opportunity/504/ADA Compliance's site. Agendas, minutes, and pictures of each committee member was requested in order for them to be posted on the website.