

## **ADA POLICY ADVISORY COMMITTEE MINUTES**

2:05 p.m. Meeting Begins

3:00 p.m. Meeting Ends

Location: Academic Affairs Lobby Conference Room

### **I. MARCH 2, 2009: CALL TO ORDER – Huda Melky**

Called to order at 2:05 p.m.

### **II. ATTENDANCE – Huda Melky**

Those in attendance were Huda Melky, Cheryl Lewis-Smith, David Coffey, Jeff Jones, Jennifer Tougas, Vernon Sheeley, Bob Ware, Kelly Burch-Ragan, John Kessell, Mana Kariman, and Cindy Smith.

### **III. APPROVAL OF MINUTES**

Minutes from the November 13, 2008 meeting were reviewed and approved.

### **IV. AGRICULTURE FARM ESTIMATE**

- A. Bob Ware updated the committee on the situation at the Agriculture Farm pertaining to restroom and modification to be handicap accessible. The materials have been ordered, and this will be handled in house.
- B. The doors on campus are accessible and in compliance. They will be re-checked each year.

### **V. UPDATE ON 508 WEB ACCESSIBILITY**

- A. There was a presentation by Mana Kariman, Assistive Technology Specialist, to educate the committee on the process of auditing websites. Mana will meet with the webmasters and/or Department Heads to make their web sites accessible.
- B. Jeff Jones discussed Web Developer and how the software was written.
- C. Huda Melky shared that Mana may need a Graduate Assistant in the future to assist with the auditing of all the websites. Huda recommended an e-mail be sent to each Vice President and their assistant to let them know how important it is to contact Mana so she can make their web site compliant.

### **VI. ACCESSIBILITY SUBCOMMITTEE REPORT**

- A. John Kessell discussed the grandfather clause regarding ADA and reasonable accommodations. A reasonable effort being made will hold up in court.
- B. John shared with the committee a check list for the disabled he thought WKU might consider using.

- C. Dr. Sheeley shared that since the definition has changed as of January 1, 2009, almost anyone can claim a disability.

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

- A. Dr. Coffey will attend a meeting with other Universities to make sure we all have similar policies.
- B. Dr. Coffey presented the committee members with a graph of how many disabled students are registered with SDS at WKU.
- C. Huda Melky shared with the committee that she will be attending the ADA Task Force Meeting on Wednesday, March 4, 2009 in Frankfort, KY.
- D. Automatic doors will be installed for SDS and Helm Library. This will be paid for by Academic Affairs and an emergency fund.
- E. Equipment for the captionist and Mac assessment equipment will be paid for by the Provost. The captioning policy needs to be reviewed to see who will pay for the in class instruction.
- F. There is an increased need for testing accommodations and SDS is always looking at space for testing.
- G. Debbie Ward has agreed to work part time.
- H. Kim Kirkpatrick needs someone to stay with her between 5 p.m. – 8:30 p.m. since her dog has passed away. It is not safe for her to be in the building by herself in the evenings.
- I. There continues to be discussion regarding the direction of the SDS office for the future.

## **VIII. PARKING AND TRANSPORTATION**

- A. Jennifer Tougas said they still have 3 or 4 students who utilize the transit.
- B. There have been some enforcement issues with parking and the construction workers at Van Meter.

## **IX. UPDATE ON REQUEST FOR FACULTY AND STAFF ACCOMODATIONS**

- A. Human Resources currently has 2 faculty members that have applied with ADA issues.
- B. Jennifer Tougas will send Cheryl Lewis-Smith the on-line policy recommendations.