

ADA POLICY AND ADVISORY COMMITTEE MINUTES

2:05 p.m. Meeting Begins

3:15 p.m. Meeting Ends

Location: Academic Affairs Lobby Conference Room

I. SEPTEMBER 23, 2010: CALL TO ORDER – Huda Melky

Called to order at 2:05 p.m.

II. ATTENDANCE – Huda Melky

Those in attendance were Huda Melky, Jeff Jones, Jae Kim, Jennifer Tougas, Charles Jones, Vernon Sheeley, John Kessell, Stephen Rowland and Cindy Smith.

III. APPROVAL OF MINUTES

Minutes from the April 22, 2010 meeting were reviewed and approved.

IV. OCR AUDIT

A. Huda Melky updated the group on the results of the OCR Audit with Angie Crowder. Huda said every building was visited and only a few recommendations were made. A follow up visit will be in the near future:

1. Some pipes were exposed under sinks and there were a few signage issues.
2. WKU's "non-discrimination" statement should be in all booklets and brochures distributed on campus.
3. The SDS website needs updating and their material should physically be given to the students.
4. The EOO website looked very good.
5. Angie Crowder was impressed that the Section 508 statement was on the majority of our websites.
6. Angie complimented the ADA Policy Advisory Committee and its structure and responsibility.

V. JAE KIM

A. Jae Kim attended the meeting to speak on behalf of her husband, Dr. Hak Youn Kim, who is a professor in the Economics Department. Dr. Kim is disabled and his wife brings him to work. There are many times delivery trucks and other vehicles are blocking the Virginia loop driveway. Mrs. Kim needs to be able to park close to the door so Dr. Kim can enter the building and teach his class. Jennifer Tougas suggested all deliveries be scheduled according to Dr. Kim's schedule. Mrs. Kim also asked if signage can be posted asking trucks to not park in the driveway. Jennifer Tougas and Charles Jones will investigate the situation.

VI. FACILITIES MANAGEMENT UPDATE

- A.** Facilities Management and Planning, Design and Construction are working with Huda to create an ADA Map. Huda has an intern who will help with this project.
- B.** Charles Jones said GIS Technology will give Facilities Management access to look at the campus without physically walking it.
- C.** Sidewalks and accessible doors into buildings for persons with disabilities continue to be accessed.
- D.** The Campus Committee is researching the Key and Lock Policy. Keyed access points will be limited and recommendations will be made to key leadership regarding situation. It will be more security, but not to limit access.
- E.** A Training Manager will be hired to support regional campuses, look at ADA issues, etc. When this position is filled, Charles would like to introduce them to our committee.

VII. UPDAE ON SECTION 508 WEB ACCESSIBILITY

- A.** Phase 1 is complete and all web accessibility statements are in place. Phase 2 will focus on Blackboard and faculty who teach with websites and videos. Jeff Jones shared that CMS is coming and he will train the campus in the spring. The new system is ADA compliant and Sudhir will still be able to audit.

VIII. PROJECT G.O.A.L.S.

- A.** Huda shared the purpose of Project G.O.A.L.S. is to instruct an individual on how to make their website accessible.

IX. UPDATE ON FACULTY AND STAFF ACCOMMODATIONS

- A.** Huda met with an employee today who needed accommodations, but she had never been notified. There needs to be campus wide education to remind department heads and deans to send employees to Mrs. Melky when they have a disability and need accommodations. Huda recommended it also be done during orientation

X. PARKING AND TRANSPORTATION

- A.** The FAC project is creating problems. The disability parking in FAC is being expanded.
- B.** McLean service drive resurfacing and possible reconfiguration is currently in progress.
- C.** There have been spaces added on Minton Circle.

D. Stephen Rowland reported that the ADA van is independent and expanding services to 9 p.m. during the week and 8 p.m. on Saturday. The bus stops have been inventoried and all but a couple are accessible. A few stops have been added (Great Escape, Kroger and The Gables).