

ADA POLICY ADVISORY COMMITTEE MINUTES

2:10 p.m. Meeting Begins

2:55 p.m. Meeting Ends

Location: Academic Affairs Lobby Conference Room

- I. **NOVEMBER 18, 2010: CALL TO ORDER – Huda Melky**
Call to order at 2:10 p.m.
- II. **ATTENDANCE – Huda Melky**
Those in attendance were Huda Melky, Jeff Jones, Richard Miller, Jennifer Tougas, Vernon Sheeley and Cindy Smith.
- III. **APPROVAL OF MINUTES**
Minutes from the October 21, 2010 meeting were reviewed and approved.
- IV. **FACILITIES MANAGEMENT & SDS UPDATES**
 - A. There was no one available from the department to give the committee an update.
- V. **UPDATE ON SECTION 508 WEB ACCESSIBILITY**
 - A. Sudhir is very close to finishing all university websites. There are 10 audits in the query which should be completed by our next meeting. There are a few departments that have decided to create new websites instead.
 - B. Jeff Jones shared that the CMS System will be released in the spring and Skydrive will also be available in the near future. There will be a new Topper email system for Students.
- VI. **UPDATE ON REQUEST FOR FACULTY & STAFF ACCOMODATIONS**
 - A. Huda Melky & Sally Kuhlenschmidt will conduct a seminar at FaCET in December on How to Deal with Someone Who Hasn't Disclosed their Disability.
 - B. Huda would like to conduct a seminar after the first of the year targeting Managers and Supervisors and how they comply with ADA. Huda would like to educate them on referring people to the EOO. Dr. Miller will follow up with Huda regarding a meeting time to educate the department heads.
 - C. Huda shared that faculty and staff continue to request accommodations and occasionally we have a faculty member who complains about their accommodations.
 - D. There was discussion among the group regarding Adobe Connect and how it would allow those who are off campus due to a disability to participate in

meetings. Jeff Jones suggested contacting Brian Taylor. Jeff also said there is a tutorial available on the IT website that will teach Adobe Connect.

VII. PARKING & TRANSPORTATION

- A.** Blasting will be done at the Music Building next week.
- B.** Disability access to FAC has been disrupted due to construction.
- C.** The McLean service drive has been repaved.
- D.** After Dr. Kim's wife voiced her concern regarding his difficulties entering the building, Jennifer reviewed the situation and hasn't heard any new complaints. Huda asked Jennifer to please keep her updated on this situation.
- E.** A professor at WKU, who is temporarily disabled due to an injury, called for the van and was upset when it didn't arrive quickly. Steve Rowland has followed up with the professor and left several voice mail messages. Jennifer Tougas shared that this situation made her aware that the program needs to be more formal.
- F.** Transportation has a new bus running on the blue line. Dr. Miller inquired if there are ever special request from visitors and Jennifer said there are at times.
- G.** On December 13, 2010, Project SAFE will have a meeting here on campus at DUC. One person attending the meeting is disabled and will need accommodations.