

ADA Committee Minutes
September 17, 2007
Colusa 116

MEMBERS AND GUESTS			
X	Jeanette Alosi	X	Glenda Morse
X	Patrick Berry	X	Wayne Murray
X	Kimberlee Candela	X	James Newman
	Cheryl Conery		Leslie Nix-Baker
X	Laura Cox	X	Sandy Parsons
X	Lauri Evans		James Pearson
	Karen Gilmet	X	Linda Schurr
X	Nancy Hermanson	X	Joel Trenalone
	Dan Halliday		Gloria Torbeck
	Penelope Kuhn		Hsuying Ward
	Armando Maldonado	X	Karla Zimmerlee

DISCUSSION ITEMS	
1.	May minutes were approved.
2.	A better system is needed than the current system for requesting DSS furniture. Currently, when DSS furniture is needed in a specific classroom, it is often discovered that the furniture is not in the classroom. Nancy then has to try and find it in the warehouse... It was also felt that DSS should not have to pay for everyone's needs across campus. The committee agreed with Sandy, that each classroom (and some labs) should each have a nice DSS set-up. Jim Jessee will be asked about this request. Lauri will email Jim Jessee for his assistance in finding "lost" equipment. Glenda will remind faculty each semester that the ADA stickers and furniture needs to stay in the classroom. Committee felt that putting larger stickers on desks, would call attention to disabilities in a negative way. Nancy will include information about DSS furniture in the "Did you Know" blurbs.
3.	There was much discussion on elevator button placement and what is feasible for wheelchair folks. 42" is legal, but sometimes not very practical. Group would like to see the bottom of the button to be closer to 38 to 40". Then the problem was brought up, that even if these buttons were lowered to allow these folks access into the elevator, what happens once they are inside?? Some folks are able to use a pointer (but not a Tetraplegic) to push the button--voice-activated has inherent problems... Glenda will research this issue.
4.	Committee would like to add updates as to safe paths of travel on the ADA website pertaining to the demolition and construction in the UHFS area. Lots of signage will also need to be in place. Gloria will meet in the Whitney loading dock with one of Sandy's drivers to discuss the demolition of the Rec. Center. ADA parking will be unavailable sometime before mid-October. Glenda was asked to email maps to Pat that included a narrative about safe paths of travel for posting on the ADA website. Steps are being taken to try and reduce traffic in that area: IE: AS is being asked to make their deliveries before 7:00 a.m. Signage will be posted directing pedestrians travel one way and bikes another way. Luisa Garza will be replanting as much as possible from the Rec. Center area. Looks like only one specimen tree will need to come down. Everyone is trying to make the area more of a "park" and less a roadway look. Twelve ADA parking spots were saved. FMS is still trying to find more spots – looking at East of Butte. As construction progresses, Glenda will pass on to Pat, who will post information on the ADA website.
5.	Glenda reports that there is \$150,000 in ADA projects for the 2007-08 fiscal year. This will be used for improvements in restrooms, Holt Hall and Langdon elevators. Much of the other allotted monies (\$400,000) went to improvements at Nettleton Stadium. 20% of overall Minor Capital budget was spent to settle a litigation matter for the past several years. The University was instructed to make improvements to restrooms in Kendall Hall. We had to

	<p>have one male/female or one unisex restroom on each floor of Kendall and on each end of the floor. The new ADA project "wish list" is ready for the Chancellor's Office.</p>
6.	<p>Pat informed the committee that they submitted their ATI plan, but the Chancellor's Office and ATI (Access Technology Initiative) folks were off this summer. Friday, September 21st will be the first conference call. He will then give feedback to the Committee. The integrated WEB content and WEB management are moving towards new WEB content management. As this moves forward, ATI will move forward. There will be a charge-back for maintaining websites. The current focus is print material accessibility through alternative media. It was pointed out that it would be ideal to get first generation masters on all course materials in order to have clear legible copy to read. Mr. Copy has electronic reserves available. They can run material through a scanner while making copies and then it can be put on a CD. Mr. Copy will also give us the PDF's (untagged) images only. Some material is available "tagged" – which means they work better with screen readers. Unfortunately, all stuff from the Chancellor's Office is not editable – they scan some documents. Sandy mentioned there are several workshops planned via TLP, DSS, and CELT to provide faculty with training on issues such as universal design, accessible PP, Word, LMS, etc. This information will be included in the "Did you Know FAQ." Sandy indicated that the Procurement Plan is done. Pattie, Jerry, and Sandy looked at a \$5,000 increase to meet accessibility features. RFP's were reviewed for a new copy machine.</p>
7.	<p>This committee met to review flyers. They picked the one with all the pencils. Wayne reports that they will be making 4 large (2 x 3 feet). There will also be 125 11 x 17 glossy posters printed as well. These will list key point and events happening during October's Disability Awareness Month. 200 handbills will also be printed. Final printing decisions will be made soon. There was discussion about buying a generic banner that DSS can use for various events. A time-line banner has been produced by James Pearson. Some of the many promotional events that will be featured will be: art show in Kendall, Jet Fuel Only band (some members with disabilities) will perform; there will be simulation stations, panel of students with hidden disabilities, DA 101 and DA Training. Other parts of campus will be supporting these endeavors – for example the resident halls will be showing the movie "Murderball."</p>

TO DO LIST

	Task	Responsible Party	Due Date	Status
1.	Will contact Jim Jessee about helping find "lost" furniture.	Glenda Morse	10/15/07	
2.	Remind faculty that ADA stickers and furniture needs to stay in assigned classroom.	Glenda Morse	10/15/07	
3.	Ask Jim Jessee about one nice DSS set up in classrooms/labs	Sandy Parson	10/15/07	
4.	Update DSS related information to "Did you Know" blurbs.	Nancy Hermanson	10/15/07	
5.	Email Sandy about setting up a meeting with Gloria and Sandy's driver to discuss demolition of Rec. Center.	Laura Cox	ASAP	

NEXT MEETING

Date: October 15, 2007	Time: 2PM	Place: Colusa 116
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