

DISABILITY SUPPORT SERVICES GOALS

Annual Objectives 2003-2004

1. Provide accommodations to students registered with the DSS office in the primary disability categories: communication disability, deaf and hard-of-hearing, learning disability, mobility limitation, visual limitations and other functional limitations.
2. Provide educational assistants as notetakers, readers, proctoring of exams, cart services, access to technology and other academic services as needed.
3. Improve the delivery and production of alternative format materials for learning disabled and visually impaired DSS students.
4. Provide student satisfaction surveys and feedback sessions during the spring semester.
5. Further utilize the ACCESS database by advisers and other staff on a daily basis to determine student usage and needs.
6. Update the office forms and evaluate the effectiveness of providing vital office forms electronically.
7. Continue staff participation on university-wide committees such as the ADA and commencement committees.
8. Develop a student advisory/educational committee.
9. Encourage staff participation in staff development opportunities.

Annual Objectives and Outcomes 2002-2003

1. **Provide accommodations to students registered with the DSS office in the primary disability categories: communication disability, deaf and hard-of-hearing, learning disability, mobility limitation, visual limitations and other functional limitations. (Primary goals 1,3)**

Accommodations were provided to students registered with the DSS office in the primary disability categories: communication disability, deaf and hard-of-hearing, learning disability, mobility limitation, visual limitations and other functional limitations.

A high speed scanner and compatible hardware and software were purchased to provide access to assist students with disabilities. Providing alternate text for students who normally use taped materials will be expanded in the coming year.

Clerical staff participated in ACCESS database training that replaced the AbleAid software that had been used for many years and implemented its use in the tracking of student usage.

2. **Educational and informational activities: Provide access to the DSS video for faculty, with summary sheet of activities to department meetings in both Academic Affairs and Student Affairs. Provide cover letter to Deans and Department Chairs, highlighting the faculty training**

DISABILITY SUPPORT SERVICES GOALS (con't)

video. Widely distribute revised Faculty handbook. Give presentations to faculty regarding accommodating deaf or hard-of-hearing students. Actively participate in Disability Awareness month activities throughout campus. Host the 3rd Annual Informational Session with regional community colleges, other CSU DSS offices and feeder high schools. (Primary goals 2,6)

DSS Faculty Video Presentations - Fall 2002

Department/College or Unit	Date Presented	DSS Team
Regional and Continuing Education	October 2	Chris Prator and Billie Jackson
Advising and Orientation	October 23	Nancy Hermanson and Van Alexander
English	November 1	Chris Prator, Billie Jackson, and Nancy Hermanson
Enloe Hospital - Department Heads	November 26	Nancy Hermanson and Cathy Carey
College of Behavioral and Social Sciences	December 5	Chris Prator and Billie Jackson
Graduate School Advisers - Working with Psychological Disorders	December 6	Nancy Hermanson and Billie Jackson
History	December 6	Billie Jackson and Van Alexander

On-going - Four members of the staff attended the AHEAD Conference in Washington, D.C. and the CAPED conference in San Francisco. A wide variety of workshops were attended that covered areas such as working with Asperser's Syndrome, Psychological disorders, learning disabilities and other areas that focused on disabilities in higher education.

Staff attended a teleconference promoted by the Health Center on "The Release of information in Student Health Files.

The newly-hired psychiatrist, Dr. Brister, presented to the staff on medications that might be used by those with psychological disorders. Additionally, staff attended a workshop in the community on "Brain Injury and Its Affect on Learning".

Staff participated on the regular commencement committee and the Commencement Safety Committee. As directed, the staff was active participants in the commencement ceremonies held at the end of the spring semester.

3. Provide notetakers, readers, extended time on exams, cart services, interpreters, assistive technology training, alternative format materials, etc. (Primary goals 1,3)

On-going objective - Staff meet with all DSS students who need letters sent to faculty and/or accommodations set up in accordance to the various disabilities. DSS learning disabilities specialists conduct necessary psycho educational assessment of learning diagnostics when needed and time permits.

4. Collaborate with Student Computing on hardware and software designed for students with disabilities. (Primary goal 5)

Ongoing. DSS scheduled meetings with Student Computing as needed.

**5. Provide student satisfaction surveys and feedback sessions each semester.
(Primary goal 7)**

Surveys are sent annually the last month of each spring semester to students registered with DSS to evaluate the program effectiveness. Often the feedback is utilized in the revamping of the delivery of services. Student satisfaction surveys were sent electronically to students for the first time spring semester. The DSS newsletter was also sent in an electronic form for the first the past year. Periodic DSS announcements were sent through university announcements.

6. Begin student video with IMC Support. (Primary goal 6)

The student video is in production in the Instructional Media Center.