

ATI Steering Committee Meeting – Minutes

Date: April 9, 2012

Present: Phyllis Weddington, Sandy Parsons, Drew Calandrella, Jerry Ringel, Jeremy Olguin, Lauri Evans, Bill Loker, Russ Mills

Update from Executive Sponsors and ATI Leadership Council – Phyllis Weddington/Sandy Parsons

- Revision of coded memorandum – Sandy Parsons shared that the revised coded memorandum is targeted to be done by the end of this AY and will supersede all preceding memos which will add to clarity of interpretations. Additionally, the new memo will include baselines for campuses to monitor progress.
- ATI Strategic plan – Sandy Parsons reported that campuses plans are still targeted to be due June 2012; Sandy continues to work with ATI staff at Chancellor's office to create a plan template. The Executive Sponsors group is in the process of reviewing the template. Sandy reports that the plan should be ready to use by early May 2012.
- ATI Website revision – Sandy Parsons reported that she will begin to work with IRES staff to revise the ATI website so that it can clearly articulate our campus commitment and progress. Sandy is targeting completion by the end of August 2012.

Update regarding ATI Priorities- (progress, challenges, and plans for the remainder of the year)

- Web Accessibility- Tony Dunn was absent from the meeting so Jerry Ringle reported. Web accessibility priority area is on track and continues to make slow and steady progress toward ATI compliance. Two areas of progress were noted, specifically placement of a "report accessibility issue" that is now placed on all home pages on Chico State website. Additionally, Tony continues to work with website owners who have large amounts of archived material on statements regarding accessibility and equally effective alternatives.
- Procurement- Sara Rumiano was absent, so Jerry Ringle reported. Jerry reports on going work on our procurement process to approve VPATS and purchases greater than 10K. The procurement team (Jerry, Sara and Sandy) plan to meet with ASC group to provide awareness regarding the procurement accessibility requirements. Sandy will follow up with Sara about scheduling.
- Instructional Materials- Lauri Evans reported. Specific progress has been made with the approval of a trial faculty liaison. IRES has offered to provide funds for one department to "buy out" a faculty member to be a peer ATI liaison. Lauri Evans and Jerry Olguin will work with the College of BSS, Gayle Hutchinson and Eddie Vela to develop a training and mentor strategy for Fall 2012 implementation. Lauri reported continued challenges with receiving late hire faculty plans, a senate resolution or revised policy. Russ Mills and Bill Loker provided much discussion and perspective regarding the difference and consideration between an updated policy and a Senate resolution. Russ Mills expressed much support for either approach and will work closely with Lauri to get a document in front of the Senate. Lauri will lead the process and hopes to have a draft to Russ and Bill before the end of the AY.
- Alternate Media- Jeremy Olguin reported that his department continues to see an increase in the number of students and the number of conversions. The number of students receiving alternate media was over 50 and the number of conversions was near 300. Jeremy reports that the average length of time to receive materials is 3 days. This is REMARKABLE! Jeremy also commented that he was involved in drafting a senate resolution at his previous campus and will share his experience and expertise with Lauri as we develop an appropriate document.

Next Meeting – TBD Fall 2012.

Submitted by Sandy Parsons