ATI Steering Committee Meeting – Minutes

Date: December 2, 2010

Present: Bill Post, Sandy Parsons, Drew Calandrella, Jerry Ringel, Sara Rumiano, Jaime Nelson

Agenda

1. Introductions- Bill
2. Overview of changes to coded memo- Sandy
3. Debriefing on ATI projects coordinated by the Chancellor’s office- Sandy
4. Discussion regarding other initiatives that are generating synergy for ATI- Sandy
5. Report from each Priority Team re: status, progress, plans for coming year, challenges for implementation
* Jerry Ringle- Priority One/Web Accessibility
* Sandy Parsons/Bill Loker- Priority Two/Instructional Materials
* Sara Rumiano- Priority Three/Procurement
1. Communication strategies for this year

Discussion:

Revised Coded Memo:

Sandy Parsons provided copies of the revised coded memo and highlighted the following changes or significant points in discussion:

* Compliance dates prior to 2010 are still in effect
* Other dates have been extended
* Implementation is a continuous activity
* Campuses are required to do a self assessment annually documented via an annually report
* Chancellors’ office will compile annual report information and translate them into baseline requirements. If majority of campuses report compliance with success indicator, then that success indicator will become a baseline/system wide requirement.
* CO/memo strongly recommends that campuses include their ADA compliance officers in the steering and implementation process for ATI. The Steering committee agreed that Maurice Bryon should be invited to participate in the ATI. Sandy Parsons will contact Maurice Bryon.

ATI Project Inventory:

Sandy Parsons distributed copied of the project inventory. Chancellor’s office ATI group has developed, in conjunction with ATI Leadership Counsel and Executive Sponsors, a list of projects to coordinate solutions system wide. Projects include: coordinated vendor consultation for common use products (e readers, Soft Chalk), standardized procurement procedures/processes, system wide licensing for widely used assistive technology, such as Jaws, Zoom text, Kurzweil.

Drew Calandrella offered caution regarding system wide solutions that will have a fiscal and programmatic impact to individual campuses and urged Parsons to continue to explore potential impacts as pat of her leadership council role.

Other Campus Initiatives:

Sandy Parsons shared information about campus projects that are all happening right now that can help build synergy for the ATI. These projects include: Diversity Action Plan, Digital Marketplace, and Affordable Learning Solutions, CELT grant on Teaching to Diversity, as well as, Higher Education Opportunity and Affordability Act.

Priority Team Reports:

Jerry Ringel reported on Web Accessibility. Tony Dunn submitted the web accessibility annual report. Jerry provided a handout detailing compliance data for web accessibility:

* 79.9 % of al sites are accessible
* 98.9% of sites within the web content management system are accessible
* The vulnerability lies with the sites that are not in the WCMS and that are not easily adapted, such as the course catalog.
* 9,400 pages that are not accessible are housed in 4 sites: University Catalog, Inside Chico State, Campus Announcement sn Chico Statements.
* Bill Post commented that Arno Rethans has hired someone to revise the university catalog. Bill Post will connect with Arno and make sure that he is aware of ATI/web accessibility requirements as this is vulnerability.

Sandy Parsons reported on Instructional Materials in Bill Loker’s absence. IM annual report has not been submitted. Due date is December 10,. 2010.

* This has been a slow year for IM
* Very low textbook ordering compliance (6.4% by due date and 46% by buy back)
* Vulnerability lies within the need for greater involvement from Academic Affairs and stronger policy
* Increase in LMS use (73%) and E reserve project has decreased the number of course packs that require remediation
* 80% of students eligible for alternate media requested service in a timely manner (up from 30%)

Sara Rumiano reported on Procurement. Annual report not submitted but will be by the December 10th due date.

* Process of using VPATs and team review (Jerry Ringel, Sandy Parsons) is still working and is effective.
* Chancellors’ office is working on a standardized procurement process
* Sara Rumiano will work on revising the procurement policy to include specific language about accessibility requirements
* Sara Rumiano agreed to work with her procurement staff to review multimedia purchases from academic departments to ensure that media purchased is captioned (even though this is not yet a requirement of ATO)

Other Discussion:

* Bill Post discussed need for more intentional communication about ATI across campus and specifically from Cabinet and administration. This is something that all teams will focus on this year.
* SharePoint will be used for mutual review of annual reports and procurement evaluation data.
* Sandy Parsons shared information about recent lawsuit- NFB vs. Penn State. OCR is watching this lawsuit very carefully and the CSU is on both NFB and OCR radar. Sandy shared that this lawsuit will highlight campus vulnerability which she has agreed to put into a memo to VP Calandrella.