TMCC

Truckee Meadows Community College
Americans with Disabilities Act Committee

ADA COMMITTEE MEETING NOTES

February 25, 2022

Members Present: Thomas Kearns, Thomas Cardoza, Steve Bale, Nicole Scollard

Guests: Chanikan Buntha (SGA), Miguel Diaz Bonilla (In place for Bill Garand)

Implementation Plan of ADA Yearly Goals (Discussion)

- **Improve Accessibility Purchasing Program:** The discussion started with chair Thomas Kearns talking about the purpose of the goal of improving the accessibility purchasing program. He pointed out that if we don't have an efficient accessibility purchasing program up and running, it will, in the long run, cause accessible and access damage not only to TMCC students with disabilities but to all students. Thomas outlined that a flaw has developed in keeping track of Voluntary Product Accessibility Templates (VPAT) and Accessibility Conformance Reports (ACR). A Zoom screen share of the Academic Software Request Form showed that the Pre-Information part of the Academic Software Request Form encouraged all requestees to fill out the Pre-Purchase Accessibility Checker request form. Thomas explained that the pre-purchasing form is designed to help all requestees of software destined to be used at TMCC assure that the software or hardware used would have a VPAT or ACR. In this way, TMCC would be living up to its obligation as indicated by TMCC Content Accessibility policy 3522, which is also required by the NSHE Disability Accessibility policies. Thomas continued to explain, unfortunately, that not only was the pre-purchasing form not used in two years, but it added to the unverifiable aspect that users were qualifying their software as accessible. Thomas finished by saying this is putting TMCC in a very vulnerable situation.

  Members of the committee acknowledged their concerns as well. Suggestions range from:
  - Improve and rewrite the academic software request form.
  - Making the declaration question of accessibility in the academic software request form mandatory.
  - Each person filling out the Software Request form attends a mandatory training session on what is accessible software and hardware.
  - Making the pre-purchasing assessable software form mandatory.

  Miguel Diaz Bonilla from the IT Department, sitting in for committee member Bill Garand, acknowledged the problems and stated the form needs updating, which will be done this coming summer. The ADA Committee asked, and Miguel responded he would contact our committee when the Academic Software Request Form was to be worked on by the IT Department so the committee could be part of the rewrite.

  Complete Emergency Evacuation Database (EMD): Miguel Diaz Bonilla reported that the IT department still has the Faculty and Staff EMD slated to build Summer 22. When asked, Nicole Scollard agreed to help with this project because of the project's faculty and staff aspects.

  Develop and Implement Marketing Plan for Accessibility Training: Jennifer Hock reported that she would turn in the survey questions to the TMCC Institutional Research department and report back to the committee next meeting.

  Accessible Book Selection: Thomas Kearns reported he contacted the TMCC Bookstore Manager. She acknowledged the problems with TMCC departments sending accurate textbook information to her store, and she mentioned that she believed the issue should be taken to the TMCC Leadership Committee. Chanikan Buntha, the SGA representative, also noted that it wasn't just students with disabilities who were having problems obtaining book information but that the SGA had several students complaining about the issue. The committee made several suggestions ranging from an ADA Committee member who needs to become part of the Bookstore Committee to asking Yevonne Allen for guidance on how the ADA Committee should tackle TMCC Leadership Committee involvement.

Add Testing Rooms RDMT 122 Project: It was announced that TMCC would build the testing rooms starting in the summer of 2022.

Old Business (Discussion)

- **Charter:** Thomas Kearns mentioned to the committee that the new ADA Committee Charter posting is awaiting President Hilgersom's charter approval. Updates will be reported at the next meeting.

New Business

- **Next Meeting Date (Discussion):** It was decided that the last meeting for 21-22 year would be March 25, 2022. UPDATE: March 25 meeting was Canceled. The new date is April 8, 2022.

Meeting ended at 10:26 a.m.