

ADA COMMITTEE MEETING NOTES

April 8, 2022

Members Present: Thomas Kearns, Anthony Futia, Brandy Scarnati, Jennifer Hock, Bill Garand, and New Member SGA Representative Jamie Gudino Vargas

Review and Approve Minutes (Discussion and Action)

- The 2/25/22 ADA Committee Meeting Minutes were reviewed and excepted by those in attendance

Review and Approve Report Items for Planning Council Meeting (Discussion and Action)

- **Improve Accessibility Purchasing Program and Complete Emergency Evacuation Database (EMD)** The discussion centered on improving the Accessibility Purchasing Program and Completing Emergency Evacuation Database (EMD) for faculty and staff. Bill Garand acknowledged that these two ADA Goals are slated for program and form rebuilds by the IT Programming and Development Team. The forms and databases are scheduled to be rebuilt this summer 2022. The discussion centered on the effectiveness of the forms and the mandatory parts of the IT Software Request Form. Thomas Kearns also mentioned that to meet both TMCC Policy 3522 and NSHE (ICT) Accessibility Policy 18.1.5, NSHE obligates the department buyer to ensure a compliant Voluntary Product Accessibility Template (VPAT) or an acceptable alternative is attached to the P-Card, Request for Check paperwork or Requisition before the purchase can be paid/made.
Develop and Implement Marketing Plan for Accessibility Training
Jennifer Hock reported that the survey questions had been created and were ready to send out in the first phase of the project. She requested two volunteers from the committee to be a secondary review team to go over the questions before sending them out to TMCC Institutional Research Department. Brandy Scarnati and Thomas Kearns volunteered. Since then, they both went over the questions and presented them to Institutional Research Department. On April 25, the 2022 TMCC ADA Survey was sent out to the TMCC community.
- **Accessible Book Selection**
Thomas Kearns opened up the discussion by pointing out that access to complete book information for classes has been a problem. In 2021 the new TMCC Barns and Noble Bookstore took over. All involved realized that there would be a settling-in period for both campus and bookstore to get things up and running. It took 45 requests that semester to departments and instructors to find out what book they would use for the semester. It was admittedly better during the spring of 2022, with 23 missing titles. Yevonne helped by directly contacting the 12 of the Department Directors. This is not only causing problems with students with reading and print disabilities. When this topic was brought up in our February meeting, SGA representative Chanikan Buntha brought up that there had been complaints from students. Thomas Kearns mentioned investigating the issue and talked with the TMCC Barns and Noble Manager Sherry Davis. She said she was working with Facilities Operations and Capital Planning Lora Robb, but they had not reached a solution. Thomas asked Sherry if anybody had talked about reinstating a Bookstore Committee, and she said that no one had.
With the consensus of the rest of the ADA Committee, Jennifer Hock pointed out that many of the process surrounding the bookstore was outside our committee's ability to help create change. She suggested that the committee needed to ask for the assistance of the Planning Council.
- **Testing Rooms RDMT 122 Project**
The committee chair announced that TMCC has found the funding and plans to add the new testing rooms for the Testing Center. Construction will take place this summer of 2022.
(action)
All committee members in attendance reviewed and agreed to place the five items listed on the Planning Council Meeting report. Improve Accessibility Purchasing Program; Complete Emergency Evacuation Database (EMD);

Develop and Implement Marketing Plan for Accessibility Training; Accessible Book Selection; Testing Rooms RDMT 122 Project.

New Business

- **2022-23 ADA Goals (Discussion and Action):** The discussion was taken on future ADA Committee Goals of Improve Accessibility Purchasing Program; Complete Emergency Evacuation Database (EMD); Developing and Implement Marketing Plan for Accessibility Training and Accessible Book Selection.

(action)

All members of the committee in attendance agreed to adopt these four goals for 2022-23.

Old Business (Discussion)

- **Charter:** Thomas Kearns mentioned to the committee that the new ADA Committee Charter posting is awaiting President Hilgersom's charter approval. Yevonne reported that the President had not reported back about the Charter.

Conclusion

10:20 AM April 8, 2022