

ADA COMMITTEE MEETING NOTES

October 7, 2022

Members Present: Lucile Purnell, Steve Bale, Tony Futia, Thomas Kearns, Bill Garand, Ryan Schoenfeld, Kat Dow

Proxy: Marcus Ollom for Eric Lopez

Guests: Lora Robb

Bookstore Online Database not in sync with TMCC Academic Department(s) Adopted Book List (Discussion)

- Guest Lora Robb, Assistant Director of Auxiliary Services, came in to represent the Bookstore Committee and add information. Thomas Kearns mentioned growing issues arising not only for students with print disabilities but also experienced throughout the rest of the student body. Thomas asked for the committee's assistance on how they might proceed and remedy the situation. At the end of the discussion, the consensus of committee members was that we take the conversation to the Planning Council to begin a dialogue on how to improve the current process.

Purpose of the ADA Committee (Discussion)

- The committee was sent an NSHE DRC Audit document that discusses the purpose of the ADA Committee. The committee was asked if they wanted to have the document read during the meeting or if we would table the topic until the next meeting giving each member time to read the document and make comments. The consensus of committee members was to table the subject until the next meeting.

2022-23 ADA Goals (Discussion and Decision)

- Complete Employees with Disability Emergency Evacuation Plan: Member Bill Garand said this goal has been on hold since last May due to the need for the IT Department to hire an IT Programmer. Once the programmer is on board, Bill said that the Emergency Evacuation program will be slated to start sometime around summer 2023. The committee was asked if the goal should be taken off the yearly goal list until the 2023-24 year, and the consensus was to leave it on the list.
- Complete Goal - Improvement of the Accessible Purchasing Process: A discussion ensued on this goal. Members pointed out that this goal has been ongoing and discussed before. Thomas pointed out that the reason the goal hasn't been resolved is the reliability of the selected information submitted during the process. Member Bill Garand suggested we work on the form with the TMCC Webmaster. Everybody agreed, and Bill further indicated that an Ad Hoc committee be formed, where Bill will reach out to Webmaster Cal Anderson and involve Thomas Kearns.
- Improvement of Bookstore Book Adoption List: Discussion took place as agenda item 1.
- Advertise ADA Training and Forms: This topic has been an ongoing goal since last year. The discussion centered on what forms of communication each TMCC department used to interact with their students and the public. The committee also pointed out that when an accessibility training was created, it would have to cover the most used communication tools. Thomas Kearns suggested a newly released set of video training tools produced by the Office for Civil Rights. He pointed out that these training videos cover the most frequently used communication tools for students and are 7 minutes or less long. Thomas suggested he would work with the TMCC Director of Professional Development (Tommie Guy) to create a biweekly newsletter featuring accessible training called "Accessibility in 7 Minutes or less." The committee adopted the suggestion and instructed Thomas to follow through.
- Suggestion - The urgency of replacing the Canvas accessibility checker UDOIT with a New Canvas/Web accessibility checker (Discussion): The suggestion generated consensus and was adopted as a goal to be worked on for the ADA Committee during the 2022-23 year. Member Kat Dow explained that the old learning management system accessibility checker UDOIT had stopped usage and was sold to a software company. In the absence of the

accessibility checkers, instructors were left to use the very slow built-in one component at a time per page at a time Canvas Rich Content Editor (RCE). Kat stated the RCE has the drawback that it only checks and reports on what is on the Canvas page, not any information linked or attached. She said this makes an accessibility check vulnerable to missing a lot of content that couldn't be accessed. In the final analysis, Kat noted an urgent need to replace the accessibility checker soon; otherwise, students needing equal access to Canvas through accessible content would not be able to enter their courses anymore.

- Thomas suggested creating an Ad Hoc committee with Kat Dow and Steve Bale. Kat volunteered to take the lead. She will investigate accessibility checkers and meet with Thomas and Steve.
- Preliminary Accessibility Checker List:
 - Ally in Canvas courses,
 - UDOIT CIDE Cloud Course Accessibility Checker,
 - YuJa Panorama for Digital Accessibility

New Business

- An accessibility issue was brought to the committee's attention. Thomas repeated what was reported by SGA Member representative Lucile Purnell that a student in a wheelchair is having access issues with laboratory equipment and tables in Chemistry Lab RDMT 304. Thomas reached out to the student and notified the student's Accommodation Specialist Bill Proebstel. Bill informed Marcus Ollum from Facilities, who will check into it, and if needed, an Accessible Chem Lab Desk will be provided.

Old Business

- None

Do we need a new ADA Committee Chair? (Discussion)

- Thomas led the discussion by asking if anyone would like to be the Chair of the ADA Committee for 2022-23. By agreement, the committee stated that Thomas Kearns was doing a good job and should continue as chair. Steve Bale said he might want to run for next year's term, 2023-24.

Next Meeting

- By consensus, December 2 was chosen for the next ADA Committee Meeting.

Conclusion

Meeting ended at 11:24 a.m.