

ADA COMMITTEE MEETING NOTES

October 23, 2020

Members Present: Thomas Kearns, Thomas Cardoza, Bill Garand, Joan Steinman, Tony Futia, Jimmy Roque, Jane Zhang, Kara Potter, Catie Faria and Pat Jarvis

Goal Discussion

- Thomas Kearns opened the meeting with a discussion about what the committee would like to focus on this year. He shared the following list:
 - ADA Committee become a Faculty Senate Committee
 - TMCC Accessibility Central Webpage
 - Emergency Evacuation Program for hard to evacuate disabilities
 - Improve Accessibility Purchasing Program
 - Canvas Accessibility Training Center
 - Quick 2-10 minute Accessibility Trainings

ADA Committee Become a Faculty Senate Committee: Thomas explained that the ADA Committee is currently a sub-committee of the Faculty Senate Equity and Diversity Committee. If this group decided to pursue this option there is a process that must be followed, including approval of the Planning Council and the President. Thomas added that a few of the advantages of being a Faculty Senate committee are more access to faculty and committees that can drive change. In addition, monthly Faculty Senate reports would create another venue for information dissemination. Thomas advised that another option was suggested that the group consider presenting at the Planning Council in an effort to move projects forward, since this is the group that approves changes in the TMCC structure. The last Planning Council presentation was last year regarding the annual report given through the Equity and Diversity Committee. Another idea for future consideration was to ask to be a standing committee on the Planning Council. Other considerations: the Faculty Senate meets more frequently, so there would be an additional time commitment required from committee members. Kara Potter and Pat Jarvis both agreed that the ADA Committee should remain a sub-committee of the Equity and Diversity Committee at this time.

Accessibility Central Webpage: Thomas advised that the Webmaster informed him that this project is doable. The information needed to develop this page has to be gathered.

Emergency Evacuation Program: Thomas explained that he spoke with the DRC team to determine the scope of this program in order to successfully accomplish. They determined that the list of individuals with severe mobility or sight issues who would need evacuation assistance is not as long as anticipated. We will need to determine how to maintain the list. Bill Garand reported that he is working with the programming service team brainstorming this solution. That team has a student programmer that may be able to take on this project with oversight. Bill added that they will need more input regarding the types of disabilities that should display in the drop down. Bill suggested that faculty and staff who would need this assistance should also be included. This solution would be accomplished through the AIM database.

Improve Accessibility Purchasing Program: Bill Garand explained that they encountered problems with this

process. They discovered that some software/hardware that was reported by the purchasing faculty member to have a VPAT available did not actually have a VPAT. It appears that some faculty members are simply checking the boxes with affirmative responses to move the order forward.

Canvas Accessibility Training Center: Thomas and Jimmy reported that the Canvas Training Center is in the development stages. Jimmy is creating central area for posting these short training sessions. The goal is to have this project completed by the end of Spring. Jimmy has a meeting scheduled with Brandie Scarnati to discuss. Focus on completing this project.

Mission of the Committee: Thomas shared the ADA Committee charter with the group. The members agreed unanimously to create a working group to review the current charter and make change recommendations to the committee. The working group will include: Thomas Kearns, Bill Garand, Joan Steinman and Tony Futia. They will meet two times before the next ADA Committee meeting to review the charter. Thomas will arrange the meetings.

Accessibility Report

- This item was tabled to the next meeting.

Other Items

- Next Meeting Date: November 3 at 10 a.m.

Meeting ended at 11 a.m.