**ADA POLICY ADVISORY COMMITTEE MEETING**

2:03 P.M. Meeting Began

2:42 P.M. Meeting Ended

Location: Academic Affairs Lobby Conference Room

**I. October 16, 2014: CALL TO ORDER – Huda Melky**

Called to order at 2:03 p.m.

**II. ATTENDANCE – Huda Melky**

Those in attendance were Huda Melky, Charles Harrison, Jeff Jones, Michael Schilling, Matt Davis, Sam Moore, Shaden Melky, Jennifer Tougas, and Cindy Smith.

**III. APPROVAL OF MINUTES**

Minutes from the September 17, 2014 meeting were reviewed and approved.

**IV. FACILITIES MANAGEMENT UPDATE**

**A.** Charles Harrison and Michael Schilling confirmed that the lighting issue at the Academic Complex has been updated.

**B.** Matt Davis was contacted regarding the College Heights Hall ADA door openers. Charles said it meets the eight pound pull test limit and pressure.

**C.** Charles said they will install an ADA door at the back entrance of Downing Student Union.

**D.** Charles shared a picture with the group that showed a less expensive ADA opener.

**E.** Shaden Melky discussed the slope and landing as you enter the library.

**V. SARC UPDATE**

**A.** The Student Diagnosis and Accommodation Reports were emailed to committee members for their review.

**B.** Matt Davis discussed the change in priority registration. Now, only specific students in Banner will have access. Matt said he sent an appeal to the Council for Academic Deans and to Brian Meredith. Huda asked Matt to send her the appeal and she will defend the case.

**C.** Michael Schilling shared that there will be an article in The Hearld next Tuesday announcing the new location of SARC. It will also inform everyone about the new MAPS (Mastering Accessible Possibilities for Students) organization. Robert Unseld will create a website for MAPS and they are also working on putting it on social media.

**D.** Huda suggested that Michael and Matt look into having a Student Helping Student Program.

**VI. PARKING & TRANSPORTATION UPDATE**

**A.** Jennifer Tougas reported that she met with a student who has Multiple Sclerosis, who asked for Tier I parking. Jennifer gave him a tour of the campus and showed him other options that are available.

**B.** Jennifer reported that there has been an increase in ridership on the ADA van.

**C.** Matt shared with a student, who is on crutches, transportation options that are available.

**VII. HISOFTWARE UPDATE**

**A.** Huda reported that HiSoftware continues to work well. There continues to be some manual work for the Library and Distance Learning.

**VIII. UPDATE ON WEB ACCESSIBILITY**

**A.** The Web Accessibility reports were emailed to committee members for their review.

**B.** Huda reported that a majority of the websites have passed their audit.

**C.** Jeff Jones said the IT team was able to correct the OU Campus Alt tag issue.

**IX. UPDATE ON ACCESSIBILITY TO ONLINE LIBRARY MATERIALS**

**A.** The WKU Libraries Database Score Card Report was emailed to committee members for their review.

**B.** Shaden reported that they have completed audits on 83 databases and a majority of them were compliant.

**C.** Shaden will work with Laura DeLancey, Assistant Professor in the Library, next week for more inclusive audits.

**X. UPDATE ON ACCESSIBILITY TO DISTANCE LEARNING CLASSES**

**A.** Julie Uranis was at a conference and unable to attend the meeting. The Distance Learning ADA Compliance Update Report was emailed to committee members for their review.

**XI. UPDATE ON REQUEST FOR FACULTY AND STAFF ACCOMMODATIONS**

**A.** Huda reported she has received a couple of accommodation requests for new desk chairs due to back problems. There was also a request for an ergonomic keyboard.

**B.** Huda shared that she had a request from a faculty member for a flexible teaching schedule.

**C.** Huda said there was a situation with an employee who has missed a considerable amount of work due to migraines. The employee was referred to a physician.