ADA POLICY ADVISORY COMMITTEE MEETING
2:05 p.m. Meeting Began
2:50 p.m. Meeting Ended
Location: Academic Affairs Lobby Conference Room

I.   March 6, 2014: CALL TO ORDER – Huda Melky
Called to order at 2:05 p.m.

II.   ATTENDANCE – Huda Melky
Those in attendance were Huda Melky, Trenton Blair, Charles Harrison, Sam Moore, Shaden Melky, Stephen Rowland, Michael Schilling, Matt Davis, Denise Cornelius, Jeff Jones, and Cindy Smith.

III.   APPROVAL OF MINUTES
Minutes from the December 4, 2013 meeting were reviewed and approved.

IV.   UPDATE ON FACILITIES MANAGEMENT
    A.   Trenton Blair, new Director of Facilities Management, was introduced to the committee.
    B.   Charles Harrison reported that a professor in the Cravens Library requested new handles on his desk and they have been installed.
    C.   Huda commended Charles and his staff for their efficiency.

V.   UPDATE ON STUDENT DISABILITY SERVICES
    A.   Matt Davis reported that the temporary location of SDS is currently in the Downing Student Union Building Room 2124. The department should move back to its permanent location mid-summer.
    B.   Matt reported that SDS continues to search for a Deaf & Hard of Hearing Coordinator.
    C.   Matt distributed the SDS data to the committee and it was discussed.
    D.   Matt said the Complaint Procedure is now on the SDS website. Huda asked Matt to bring a sample to the next meeting.
    E.   Matt asked Huda for direction on who to contact when a student needs a special chair for a classroom. Huda instructed Matt to document the name of the student, the type of chair needed, and contact the Building Coordinator. Huda asked that she be contacted if Matt is unable to accommodate the student.
    F.   Michael Schilling reported that due to the construction at DSU he believes it is causing a power outage between Bates and DSU, resulting in minimal lighting outside.
    G.   Michael said the crosswalk at the Planetarium is no longer beeping which is a problem for those who are sight impaired. Matt and Jennifer have both contacted the City of Bowling Green and it still has not been repaired. Michael also suggested that a beeping crosswalk be installed in front of The Registry Apartments. Huda asked Michael to send her the information and she will contact the city inspector.

VI.   UPDATE ON PARKING & TRANSPORTATION
   A.   Steve Rowland reported that WKU will lose 250 parking spaces due to construction on campus. Bus routes will expand to accommodate the loss of parking.
   B.   Steve said the ADA van is doing well; however, most of the disabled riders prefer to use the bus. A majority of the ADA trips are for temporary injuries.

VII.   UPDATE ON WEB ACCESSIBILITY
   A.   Shaden Melky reported there is currently a 92% success rate on the auditing of all WKU websites.
   B.   Huda discussed possible challenges WKU may face in the future regarding website audits.

VIII.   UPDATE ON LIBRARY ACCESSIBILITY
   A.   Shaden reported that audits on data bases are going well. She continues to work with vendors on their VPAT.
   B.   Shaden shared that there has been a successful run on a Blackboard core sight. Two professors have given permission to run their sight.
   C.   Huda introduced Sam Moore, a graduate student, who is working with Shaden to test data bases.
   D.   Jeff Jones discussed OU campus and Alt. tags.

IX.   UPDATE ON FACULTY/STAFF ACCOMMODATIONS
   A.   Huda reported that last semester she received 3 requests for chairs and 1 request for a desk.
   B.   Huda discussed a situation regarding an employee with severe ADHD and the process of helping the employee do her job successfully.

X.   UPDATE ON HISOFTWARE
   A.   WKU purchased 11,000 pages this past year to test HiSoftware. The Library and DELO have been using the pages to test the software while the other websites have been using the old software. The cost to purchase HiSoftware is $26,000 and $6,000 each year to maintain.

   Huda announced that the April 10, 2014 meeting has been cancelled. The next scheduled meeting is May 1, 2014.