

# Western Kentucky University

## ADA Policy Advisory Committee

**Meeting Minutes**  
**January 10, 2008**

**Members Present:**

Ms. Huda Melky, Dr. Vernon Sheeley, Dr. Jennifer Tougas, Mr. Jeff Jones, Dr. Cecilia Watkins, Ms. Cheryl Lewis-Smith

**Members Absent:**

Dr. David Coffey, Bob Ware, Dr. John Kessell

The meeting convened at 2:00 with Chair, Huda Melky, presiding.

Review and acceptance of last meeting minutes.  
Minutes were approved with no corrections.

Chair Melky announced that she and Dr. Sheeley attended a state ADA Task Force meeting last month. The CPE wants to conduct a survey to see total numbers of disabled student populations across the state. She also informed the Committee of a pending complaint from a WKU Faculty member. It was recommended and agreed upon, by Advisory Committee members present, to create a sub-committee to assess the current WKU ADA Policy and procedural guidelines.

Sub-committee members include: Dr. Vernon Sheeley- Chair, Jeff Jones, Dr. Jennifer Tougas and Dr. Cecilia Watkins.

Dr. Coffey sent the most recent SDS Report (Fall 2007) for committee review. The report reflected a wide array of student disabilities. Committee member commented, "Based upon the magnitude and/or increase in hearing impaired services needed on campus, maybe WKU should consider a combined and/or Centralized Deaf & Hearing Program for staff, faculty and students". It was also noted that there is one situation involving a disabled individual who is experiencing problems in his or her respective major due to clinical rotation expectations/requirements.

Jeff Jones shared 508 Compliance information. User groups are currently in place to handle tasks. The Webmaster Committee is contemplating purchasing the Enterprise Content Management System. The group will meet in a few weeks to consider piloting the system. Jeff serves as WKU's dedicated person for this task, however if the system is not purchased he feels that a person in Student Disability Services should be assigned to the role. Progress has been made but not steadily.

Dr. Tougas shared “Health Center Area” parking concerns, additional space allocations and Special Transportation/Van Services dispatch issues. There are numerous scheduling concerns and other issues related to handicap/hardship exception requests. Four (4) new disability parking spaces have been added between the new Health and Preston Center facilities.

Cheryl Lewis-Smith reported receipt of one (1) current staff/faculty accommodation request. Human Resources is working with the EEO/ADA Compliance Office to resolve cited concerns mentioned earlier in the meeting.

The newly created ADA Policy subcommittee will meet within the next week to formulate recommendations/action plans as applicable to their formal review findings.

Meeting adjourned at 2:00pm

Submitted by Cheryl Lewis-Smith, PHR, M.A.  
ADA Advisory Committee Recorder