ADA POLICY ADVISORY COMMITTEE MINUTES

2:10 p.m. Meeting Begins
3:00 p.m. Meeting Ends
Location: Academic Affairs Conference Room

I. FEBRUARY 25, 2010: CALL TO ORDER – Huda Melky
Called to order at 2:10 p.m.

II. ATTENDANCE - Huda Melky
Those in attendance were Huda Melky, Jeff Jones, Leyla Zhuhadar, Vernon Sheeley, Richard C. Miller, Stephen Rowland, John Kessell, Matt Davis and Cindy Smith.

III. APPROVAL OF MINUTES
Minutes from the November 19, 2009 meeting were reviewed and approved.

IV. INTRODUCTION OF STEPHEN ROWLAND
Huda Melky introduced Stephen Rowland from Parking and Transportation who filled in for Jennifer Tougas.

V. UPDATE ON STUDENT DISABILITY SERVICES
A. Matt Davis distributed the handout Student Diagnosis Spring Semester 2010.
B. Huda Melky said some of the policies on the SDS website are outdated. Matt said they are currently updating the website.
C. Dr. Miller asked if the documents are taken down to revise, where will the students go for references of policy and procedures. Matt said links will be provided to let the students know where to go.
D. Leyla Zhuhadar suggested while the website is being updated, to offer the policy in the office based on their case and have them sign a document confirming they have read the policy.

VI. UPDATE ON SECTION 508 WEB ACCESSIBILITY
A. Dr. Miller met with the Administrative Council and President Ransdell. Huda Melky has been asked to oversee ADA faculty and staff accommodations at WKU. Students will remain under SDS.
B. Huda showed the committee the new EO/AA/ADA website that will be launched (possibly in March). Documents and new policies are being sent to the WKU General Counsel for review.
C. Dr. Sheeley and Huda will meet to review documents.
D. Dr. Miller would like Huda to attend the next Administrative Council meeting to discuss the ADA/AA updates.

VII. PROJECT GOALS: FIELD TEST SITES

    A. Leyla said the documents on the website will be linked to Project Goals.

    B. Currently, Leyla is creating a survey based on our Administrative server. The website will monitor all activities from the EO/AA/ADA office. Sudhir will post the status of web servers on a weekly basis.

    C. Jeff Jones volunteered to train any webmaster who doesn't understand the process.

    D. Leyla shared that she continues to have students and faculty asking for accommodations instead of going through SDS.

VIII. FACILITIES MANAGEMENT UPDATE

    A. There was not a representative from Facilities in attendance at the meeting. Currently, Huda doesn't have any request that pertain to Facilities.

IX. PARKING & TRANSPORATION

    A. Stephen Rowland distributed a handout indicating the ADA daily counts for February 2010. This semester there has been an increase in the use of the ADA van. The buses will accommodate wheelchair users and they are in operation from 7:30 a.m. – 5:00 p.m. Monday through Friday and Saturday only service from 2:00 p.m. to 6:00 p.m.

X. ACCESSIBILITY SUB COMMITTEE

    A. John Kessell asked if the rooms in Helm library can be used for testing since SDS continues to have space issues. Matt Davis said he would look into this space being a possible option.