

## ADA POLICY ADVISORY COMMITTEE MINUTES

2:05 p.m. Meeting Begins

2:55 p.m. Meeting Ends

Location: Academic Affairs Lobby Conference Room

**I. FEBRUARY 17, 2011: CALL TO ORDER – Huda Melky**

Call to order at 2:05 p.m.

**II. ATTENDANCE – Huda Melky**

Those in attendance were Huda Melky, Matt Davis, Charles Jones, Jeff Jones, Vernon Sheely, Stephen Rowland, Leyla Zhuhandar and Cindy Smith.

**III. APPROVAL OF MINUTES**

Minutes from the November 18, 2010 meeting were reviewed and approved.

**IV. FACILITIES MANAGEMENT UPDATE**

- A.** Charles Jones shared that DFM has received several requests for desks to accommodate students who are unable to sit at a traditional desk. Charles said DFM doesn't have the budget to purchase extra desks and surplus has a very low supply. Dr. Sheeley said Ransdell Hall has an abundance of extra large chairs.
- B.** Huda Melky reminded the committee that obesity is considered a disability and we are required to accommodate these students. Matt Davis said currently there are seven students at WKU who are in this category and a procedure needs to be implemented to accommodate their needs.
- C.** Huda requested an inventory of how many large chairs we have on campus. If an obese student needs a larger chair or desk, the request will be completed and sent to SDS. Huda suggested asking Jeff Younglove if his department has anywhere to store the chairs. Charles suggested another way to handle the situation would be to put the student at a table but use a normal chair.
- D.** Huda asked Charles for an update on the accessibility map. He stated the master plan of the GPS map has been reviewed and was presented at the last Board of Regents meeting. Currently, Neal Downing has a student doing an internship in his area who is working on the map.

**V. UPDATE ON SDS**

- A.** Matt Davis distributed handouts to committee members which included the Accommodations and Student Diagnosis for Spring Semester 2011.
- B.** Alisha Reece is the new Testing Coordinator this semester.
- C.** Ellen Bonaguro will be leaving Student Disability Services to teach full-time.
- D.** Outreach for deaf students is being done in SDS.

- E. Huda discussed we have faculty, staff and students on campus who are not disclosing their disability.

**VI. UPDATE ON SECTION 508 WEB ACCESSIBILITY**

- A. Huda met with Gordon Johnson and Stacy Biggs regarding WKU transitioning to CMS. Huda requested the Equal Opportunity Office be included in the audits.
- B. Sudhir Jamalamadaka has audited most websites on campus; however, due to CMS, he must begin the process again. Huda consulted with four universities regarding the CMS system and how their websites are being audited.
- C. Sudhir and Gopi Nutakki will conduct the training of the web masters with Jeff Jones 3-4 times a week. A disclosure needs to be added to the websites stating if an error message appears, they need to contact Sudhir. Jeff Jones recommended training Sudhir and Gopi on the new system the week of Spring Break.
- D. Huda discussed the need to schedule another meeting with Gordon Johnson. A meeting also needs to be scheduled with Jeff Jones, Huda, Leyla and Sudhir.
- E. Sudhir, Leyla and Gopi will view the new software and access what kind of videos and training is needed.

**VII. UPDATE ON REQUESTS FOR FACULTY AND STAFF ACCOMODATIONS**

- A. Huda shared that faculty and staff receive accommodations from their supervisor, but it never reaches the Equal Opportunity Office.
- B. Huda has a small budget to assist faculty and staff with their accommodations.

**VIII. PARKING & TRANSPORTATION**

- A. Stephen Rowland distributed the Topper Transit Activity Report for 2011 and it was discussed at length. The ADA van is losing ridership and there was discussion regarding whether it is feasible to continue this service. There are three wheelchair students who regularly use the van.
- B. It was suggested that data should reflect a one year comparison before a decision is made. Stephen asked Matt Davis if a survey could be submitted to find out the needs of the campus community.
- C. Huda mentioned all nine WKU buses are accessible and in compliance. Huda has no problem discontinuing the use of the van as long as the buses have the same route.