**ADA POLICY ADVISORY COMMITTEE MEETING**

2:05 P.M. Meeting Began

2:40 P.M. Meeting Ended

Location: Academic Affairs Lobby Conference Room

**I. April 16, 2015: CALL TO ORDER – Huda Melky**

Called to order at 2:05 p.m.

**II. ATTENDANCE – Huda Melky**

Those in attendance were Huda Melky, Michael Schilling, Jeff Jones, Trenton Blair, Jennifer Tougas, Matt Davis, Julie Uranis, Shaden Melky, and Cindy Smith.

**III. APPROVAL OF MINUTES**

Minutes from the February 12, 2015 meeting were reviewed and approved.

**IV. FACILITIES MANAGEMENT UPDATE**

**A.** Trent Blair reported that toilet paper and paper towel dispensers across campus have been replaced. A few of the dispensers needed to be raised to meet ADA regulations.

**B.** Trent shared the door openers at DSU have been replaced.

**C.** Trent said he will ask Josh Twardowski to check the accessibility at Helm Library.

**V. STUDENT ACCESSIBILITY RESOURCE CENTER UPDATE**

**A.** Student Accommodations and SARC data were emailed to committee members for their review, and were discussed.

**B.** Matt shared that SARC has received an influx of students requesting comfort animals. These requests are registered in SARC, but are referred to Kit Tolbert for approval.

**C.** Matt reported that due to budget cuts, he and Carolyn Board, Office Assistant in SARC, will not be on campus the month of July. Veronica Hazard, Coordinator of Deaf and Hard of Hearing, will cover the office in their absence.

**VI. PARKING & TRANSPORTATION UPDATE**

 **A.** Jennifer Tougas reported she received an email from the parent of a student, who has Crohn’s Disease, regarding parking accommodations.

 **B.** Jennifer said she has been working with Josh Montgomery in Planning, Design, & Construction, on a campus map. There was discussion regarding the map being made available in alternate format.

**VII. REPORT & UPDATE ON WEB ACCESSIBILITY**

 **A.** The OU Campus Audits report was emailed to the committee for review.

 **B.** Huda said Gopi Nutakki continues to audit websites.

**VIII. REPORT & UPDATE ON ACCESSIBILITY TO ONLINE LIBRARY MATERIALS**

 **A.** The WKU Libraries Database report was emailed to the committee for review.

 **B.** Shaden Melky said there are no new updates.

**IX. REPORT & UPDATE ON ACCESSIBILITY TO DISTANCE LEARNING CLASSES**

 **A.** The Distance Learning Report was emailed to committee members for review, and was discussed.

 **B.** Huda complimented Julie Uranis, DELO, and the Library staff on their hard work to make courses accessible.

 **C.** Julie discussed the success of transcriptions in DELO, and her ability to track what students are transcribing.

 **D.** Julie said DELO has an ADA checklist that hold faculty accountable for making their course accessible on Blackboard.

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

 **A.** Huda reported she has several request for ergonomic chairs and adjustments to desks.

 **B.** Huda is working with a Director who has an employee with ADHD.