

ADA/504 Compliance Committee Agenda
December 2, 2016
Building 19 Room 260

Attended: Kerry Levett, Dennis Carr, Sharon Daniel, Renee Mackey, Ian Coronado, Jennifer Hayward, Lisa Rupp, Ezra Gabbert and Leanne Guthrie (recorder)

Absent: Dawn Barth, Jace Smith, Derek Nelson and Terrie Minner

Review of minutes from last meeting

- Minutes from 06/02/16 were review and a motion to approve by Ian and 2nd by Renee –
Motion approved

Additions to agenda

- No additions to agenda

Old Business

- **Signage/Wayfinding**
 - Update on buildings and Wayfinding signs
 - Jeff Hansen from FMP has been working on updating the list and FMP is almost done.
 - We have heard really good feedback about the sign changes in building 19.
 - Map in building 1 may still need to be updated.
 - Has the interactive map been updated?
 - CAR has updated buildings, parking spaces, accessible routes & construction.
- **Accessibility**
 - Building 1 parking
 - Jennifer Hayward distributed the packets that respond to all the OCR requirements.
 - **Lot A** – adding ramps
 - **Lot B** - spaces and pathways were not up to code, we will be moving the spaces and adding more, they will be up to code and the pathway is compliant.
 - Concern about smoking area being so close to ADA parking spots.
 - Moving the smoking shelter may be an option - more consideration will be discussed at a later time.
 - **Lot C** – not a lot of changes just updating.
 - **Lot E** – most accessible to building 19, proposing to add more spaces
 - **Lots F - K** have no real accessible route, more spaces will be added to **Lots B & E**
 - **Lot L** – remove some spaces and add / reconfigure some others that are more compliant. We will change the sideways parking and making them head in
 - FMP is hoping to have all of this complete by the end of next summer.
 - Parking in alley between the Center Building and 17/18. At this time the signage has been removed in preparation for the new signs.
 - There will be 2 designated spaces for building 15 in the alley between the Center Building and buildings 17 & 18 – this is the only accessible route to building 15. There will be a permit required. No elevator in building 15.
 - Access to the Center Building, buildings 17 & 18 your best option is **Lot L**.
 - Access to building 2 & 3 then your best option is **Lot B or L**.
 - We need input from users, concerning where the cuts would be and the importance of how smooth they are.
 - **Lot M** – ramps are not compliant but will be updated.
 - **Lot N** - part of the lot needs to be re- sloped to be compliant and spaces closer to buildings.

- Chairs & Tables in Center building update
 - No update from CAR, no recent complaints
 - Ian reported that the chair noise has been addressed by adding feet to the bottom of the chairs. There is no update on concerns about the table height.
- Accessible work stations in the Library update
 - 3 standing table are now located on the east side of the library.
 - 2 computer workstations have also been added.
 - The library is working on getting speech to text software on some machines.
 - OCR (Optical Character Recognition) we have the Adobe Pro licenses so we just need to add it to the machines.
 - Library is in the process of obtaining some Lap Top's so student can take them into private study rooms to do speech to text without being disruptive in the main part of the Library.
 - We are still looking into the tables in the student common areas. We need more medium height tables.
 - Dennis asked if we could research the option of getting some adjustable tables.
 - Renee asked that we look at how the tables would adjust, in terms of theft or vandalism. Some of the cranks have come up missing so a more permanent fixture would be better.
- Lockers in multiple buildings (i.e. Center)
 - Lockers were moved from the center building to building 10 for better access.
 - CAR Students are expressing a need for more lockers in different locations on campus.
 - It has been expressed that the need is mostly in the Center building, also in key areas like buildings 4 and 16.
 - Kerry asked if we could just move the lockers in building 10 back to the Center building.
 - Renee stated that they were being used by students and that originally it was thought that aesthetically they would not fit the new design of the Center building.
 - Becky Thill in surplus supplies is on the lookout for any that might work.
 - Kerry asked how many would be needed and Renee thought a bank of 16 would work but we could also use some larger ones for possible oxygen tank storage.
 - It was determined that placement would be best on the lower floors.
- Main Campus Areas of Concern
 - Heating fluctuations in building 1
 - CAR has experienced in their testing rooms 207 & 214 rise to close to 76°. It usually takes 24 to 48 hours for resolution.
 - Problem is some students cannot withstand long periods of time in a high heat.
 - Jennifer asked if fans would help.
 - Renee responded that it would depend on the noise level of the fan. It might be an interim solution.
 - Parameters are 74° in the Winter and 76° in the Summers, we will look into some silent fans
 - Noise by CAR testing
 - Ongoing concern about the noise outside CAR testing room 207.
 - Cause is because of location by the snack shack.
 - CAR is dealing with these on a case by case basis.

- Ian offered the possibility of using vacant rooms on the 3rd floor of the Center building.
 - This would be dependent on what accommodation were required.
 - The instructional testing space is very quiet, it has a check in area and 3 separate testing areas but located near each other.
 - There is a possibility of having one dedicated room.
 - No natural light, could it be simulated w/ light lamps is a possible.
- **Technology Needs**
 - Inconsistent Wi-Fi around campus
 - There was no Wi-Fi in building 11, this has been rectified.
 - There are several dead zones around campus.
 - It is being addressed by IT and Thad Cowdin will be checking to find out where the dead zones are.
 - Ian said that there may have some Sprint access point devices that CAR could check out to student when they know that the student it working in a dead zone.
 - Response time from IT has sometimes been 1 – 2 hrs. and that can be very problematic if a student needs to use accessible resources.
- **CAR Update**
 - Furniture accommodations
 - Tables- student were unaware they were available in the classrooms because other students were using them or they were cluttered and not accessible.
 - CAR has put out a few weekly tips addressing this.
 - Addressed in the faculty newsletter to keep the table clear of clutter and available to use.
 - Faculty education
 - CAR continues to do their weekly tips and faulty newsletter.
 - CAR increased the number of presentations done at fall in-service.
 - Continued problems with getting course material in a timely matter from instructors. We continue to try and educate faculty about the importance of the timelines and the effect on the students when they cannot get the same class material the same time as the other students.
 - Universal accommodations for visually impaired students
 - We have an increase in visually impaired students this fall term which has increased the workload of the CAR staff as well as Faculty.
 - Broad survey to assess students' needs
 - CAR will be doing another student survey which will be updated and sent out to all students. This way CAR can see if all students are aware of our services and how to obtain them.
 - CAR is still working on a faculty survey to be sent out next term to access faculty needs, concerns and improve communication.
 - Another Update
 - CAR is starting to run numbers comparing last fall with this fall term and we are seeing a 20% increase in the number of students we serve and accommodations requested.
 - Because we only have 1.5 advisors and the increase in accommodation requests the average wait time to see an advisor is 2 – 3 weeks.
 - Ian shared that Academic Technology will be starting up an advisory group with representation from all the divisions. Which will meet on a monthly basis to discussing topics of accessibility.

- There is no mandatory training for on line instruction. We want to make instructors aware that there is a need. “You don’t know what you don’t know”.
 - OCR requested 3 examples of where on line classes had been in-accessible and had now been made completely accessible.
 - CAR is still working on finding some examples to submit to the OCR.
 - Some concern was expressed on whether or not the contract would prevent an audit of the on line courses to see if they will be compliant.
 - Dennis said that they were working through bargaining with the intent that we will get access and because it is an OCR compliance issue the Federal law would triumph over the contract.
 - CAR has some concern in finding qualified ASL interpreters to be on campus. They have been using video remote interpreting which is not always ideal.
 - Oregon has a low number of qualified interpreters and part of the reason is the compensation level.
 - CAR would like to have a conversation with HR to talk about compensation.
- **Other**
 - Nancy Hart memorial bench taskforce update
 - Per Jennifer Hayward -Brian Mc Murry has been assigned to represent FMP on the task force.
 - The only additional information on the task force that is available is this excerpt from Fall 2015 meeting
 - [Funding in the foundation for this. Create a sub-group from ADA/504 committee also consisting of students, faculty, and Disability Resource staff. \[Terrie Minner to put this taskforce together and will report back to committee when they have a recommendation\]](#)

New Business – No new business

Announcements – No new announcements

Closing – find a meeting date for spring meeting

Motion to adjourn called by Kerry- 1st by Lisa Rupp, 2nd by Sharon Daniel

Motion approve unanimously