

ADA/504 Compliance Committee Minutes
May 12, 2017
Building 19 Room 260

Attended: Kerry Levett, Dennis Carr, Sharon Daniel, Ian Coronado, Jennifer Hayward, Jace Smith, Terrie Minner, Jim Harris and Leanne Guthrie (recorder)

Guests: Ashleigh Martins, Jonathan Smith, Keely Blyeven and Lynn Marie Chowdhury

Absent: Renee Mackey, Dawn Barth, Derek Nelson

Review of minutes from last meeting

- Minutes from 12/2/16 were review and a motion to approve by Terrie and 2nd by Ian – **Motion approved**

Additions to agenda

- Request by Jonathan Smith to talk about ADA Parking
 - Kerry asked that we include this discussion during the accessibility conversation.

Old Business

- **Signage/Wayfinding**
 - Update on buildings and Wayfinding signs
 - Jennifer & FMP have not gotten any feedback yet.
 - Terrie will speak to Helen Faith about the map in building 1 that is still incorrect.
 - Terrie thanked FMP on how quickly all the signage was moved
- **Accessibility**
 - Closures of parking lot E
 - Parking lot E adjacent to bldg.19 is now the preferred parking by CAR Students because of the accessibility.
 - The lot is often closed due to reserved parking by Foundation & CML
 - There is a need for better signage for students with visual issues
 - Persons with accessible parking permits are allowed to park even if the lot is closed to the public.
 - How can we better communicate when the lot will be closed to the public and students?
 - Starting in Fall term CAR with have a few reserved parking spots in lot E for quick appointment but these student with not be able to use them if they don't have accessible parking.
 - Public Safety Officer Jim Harris stated that Public Safety has been given a mandate to cooperate with the CML for any / all events which may require using 20 – 120 parking spaces.
 - Anyone who has a permit for accessible parking can use the lot even if it is closed to the public.
 - The challenge is that we need to find a way to place the barricade so the discourage public access.
 - Metal signs have been ordered, which will be permanently affixed to A Frames. The signs are 2ft x 3ft and say lots reserved.
 - All lot reservation are now done in 25 live and recognized by the college.
 - Attempts are being made to improve process.
 - Parking permits can be obtained directly from Public Safety.
 - How can CAR raise an institutional interest about not closing a specific lot?
 - Suggestions - take this request to Facilities Council and invite any stakeholders.
 - It is critical that CAR students and staff have access to the 1st floor Lot E location.
 - Concern is that if one dept. claims ownership to ADA spots then other depts. will want to do the same.
 - Accessible parking under the Center Bldg.

- Jonathan Smith talked about the need.
- LynnMarie Chowdhury from HR spoke about a prospective candidate that we lost because there were no accessible parking.
- Parking lot changes coming in spring and summer
- Jennifer reported that the changes to lots and striping will be postponed until next summer due to the lowest bid being 100,000.00 over budget.
- Will moving any of the accessible parking spots address the current issue?
- The spots in Lot L will be assessed for size and grade.
- During construction of the Center Bldg. there was a loss of ADA parking. An additional loading dock was added which then created a safety concern of having general or ADA parking in that area.
- Dennis Carr talked about a study process that is underway because the college recognize the need for more ADA parking, however the OCR did not require ADA parking under the Center Bldg. If it is determined that ADA parking spaces be provided it will be on a 1st come 1st serve basis.
- Terrie Minner reported that the OCR did require that any students that were registered for classes in the lower level of bldg. 15 there must be designated parking spaces on the lower level because there is no elevator.
- Keely suggest that perhaps the college could consider providing an assisted device like an electric cart or chair.
- Jace stressed the importance of parking permits only being issued from public safety.
- **Accessible Map icon on LCC main page**
 - CAR has received student complaints about the change of the icon on the Lane home page
 - Students want better marketing of the interactive map and the accessible routes and tools.
 - This will be an easy fix - Ian will work with Kyle and the web team to make the icon more visible.
 - Could there be an icon that would bring up the interactive map with only the accessibility features displayed?
 - Ian will follow up on map.
- **Library and AT software/accessibility update**
 - There have been conversations with Lori, Terrie and IT about what software is used in the Library.
 - It was determined that there will be less need of the same software as in the past because the student were not using it.
 - CAR has found that students have access to technology independently.
 - CAR is encouraging all departments to be mindful of the Universal Design and where their purchases would be of the most benefit to the most students.
 - The Library and IT can help with access, CAR is now just an advisor and backup for these types of software
- **Other Student Concerns**
 - Jonathan talked about the continuing problem of furniture accommodations not being in classrooms or non-CAR students using the furniture. It sometimes takes 4 weeks to get a chair. Can the process be sped up?
 - Any problems with malfunctioning furniture should be reported to CAR and Facilities will look into it immediately.
 - Keely talked about invisible disabilities, specifically accommodations with flexibility and deadlines.
 - Keely had to take a pass / no pass for one of her class were she had an above average GPA because the instructor graded on attendance.
 - Could there be a revision on how instructors approach reasonable accommodation.

- Kerry let us know that we need to distinguish the difference between accommodations and absences. All students have absences, and if the absence is or isn't tied to a disability, all students are accountable for all the work that is missed and assigned during that time.
- There are no accommodations that allow a student to do less work than is required.
- There is flexibility within each individual instructor and how they deal with absences.
 - These are not covered by ADA but by individual course policy and class syllabi.
- Looking at assessment what are the learning outcomes are attached to attendance being graded in the class?
 - It should be clear why an in person presence during that instructional time is important to meet the learning outcomes of the course.
- When Students fall behind could there be options like taking an incomplete to give the student more time to finish the class while working with the individual instructors.
- Are students accessing campus resources like tutoring to help meet the gap?
- Could online classes be an option? Are there enough offerings?
- Sometimes absence is the disability and there needs to be more support for students with invisible disabilities. Disabilities are a big reason why students are not in school and enrollment is down.
- If there were more education for instructors and flexibility with students that have those reasonable accommodations about attendance and deadlines, it would be a challenge worth assessing and figuring out how we can meet those needs.
- Kerry encouraged the students to share their individual stories with Faculty Council to bring attention directly to the instructors.
- Can we look for advocacy from this committee with communication with Faculty Professional Development about the need for education and training and the emerging concern for students with invisible disabilities?

- **Main Campus Areas of Concern**

- Heating fluctuations in building 1
 - This still continues, but may be resolved CAR planning and exploring relocation of the testing center. Facilities continues to adjust the heating system.
- Noise by CAR testing
 - CAR continues to put signs out and has talked to student government.

- **Technology Needs**

- CAR has posted a part time Tech assistant to help with technology needs in the classrooms
- CAR is having issues with VRI (*Video Remote Interpreting*) in the classrooms, along with other IT issues that prevent the student to access the lectures.
- IT and CAR are working together to address these issues and concerns. Using the Tech assistance with help troubleshoot some of the issues.

- **CAR Update**

- Continued issued with CAR testing location
 - Complaints regarding sound so CAR is exploring relocation of testing rooms.
 - Using both testing rooms to cut down on how many student per room.
 - Functionality of checking in students in while other students are testing is bothersome to students.
 - CAR with continue to work and strategize with students.
- Complaints caused due to lack of CAR advisors
 - A full time advisor has been hired and will start on May 22 2017. Appointment wait times will be more readily available.
 - Intake are on a temporary hold until more staff can be trained.
- CAR College Cohort class that will begin in the fall for student that have disabilities
 - College success strategies class which will be solely a total universal design.

- Invisible Disabilities Support Group is offered once a week facilitated by a CAR Advisor.
- o Highest level of students with DHOH or visual impairments
 - This impacts to CAR, College resources and departments.
 - CAR is struggling with having enough interpreters.
 - CAR is working with HR on recruitment of interpreters and pay scale is not competitive.
 - There are struggles with HR posting time frames. It could take 6 -10 weeks
 - What CAR is doing about it within their budget?
 - Dennis suggested using outside contractor, which CAR is already doing but it does have its challenges.
 - Could there be an open applicant pool for advisors,
 - o CAR uses an applicant pool for several of their positions but using an applicant pool for advisors/accommodation specialist would not be applicable because it takes months of training and not a position that someone could just step into.
- o Advisement of national trend of University and College online accessibility lawsuits
 - Attorneys are doing randomly searching of colleges web pages to see if they are accessible or not, if not colleges can be fined.
 - Academic Technology and CAR are closely looking at everything they are doing, is it accessible?
 - It will take years to change our culture to be a universal design and use technology.
 - We are a lot further than we were and OCR recognize that and looks at the progress we are making and who we are partnering with.
- **Other**
 - o Nancy Hart memorial bench taskforce update.
 - Facilities was going to install a plaque was going to be installed outside of building 1.
 - Brian McCurry is the coordinator and the Foundation donated some money toward the bench and plaque.
 - Jennifer will check with Brian and Leanne will look at the past minutes to see if there is any directions left from MJ

New Business

- Winter weather and plan to clear routes
 - o Where does facilities start clearing walkways? Can this information be put on the CAR web page for students and staff to use as a reference?
 - o The grounds staff is working on this and we will report back at the Fall Meeting.
- In closing Terrie talk about the increase of students like the students who attending today, that come into CAR asking for additional exceptions made in classes in what they saw was a normal accommodation for their disabilities.
 - o These are the types of conversations that the CAR's accommodation specialist is having with student nearly every day.
 - o They are attempting to help students walk through this and understand that there are certain expectations being in college.
 - o There are accommodations and support to help them to be successful and reach their goals.
 - o We have created a new attendance modification form because in California there was an institution that was sued. Not because there was not modified the attendance but because there was no clear communication early with the student.
 - o This is to educate instructors, not that they have to modify but so they can have conversation and a plan around attendance. That way the student and instructor knows early and it's above board.
 - o There is no modification of attendance accommodation here at Lane.