

# ADA Instructional Committee Meeting Minutes

September 8, 2022

Minutes: compiled by Chantel Braasch

**Members:** Ed Lovitt, Holly Dressler, Chantel Braasch, Jean Ann Vickers, Lisa Parra, Lori Slavin, Samira Hussein, Tim Brown, Pete, Peterson, Terri Easley-Giraldo, Rob Grondahl, Masood Syed, Farrell Jenab, Alexa Summers, Mindy Ritter, Christa Haas

## 1. Welcome and Introductions

- a. New Member: Christa Haas (Healthcare, Public Safety & Wellness)
- b. New Access Advisor: Megan Kissel

## 2. ICT Accessibility

- a. PDL Presentations/Workshops

Farrell: Recap of Accessibility day during Professional Learning Days; would like to send out recording for Dr. Burgstahler's presentation and the session on how to have conversations on students about disabilities; news will be coming out in InfoHub tomorrow about the Common Read; common feedback from PLD was that faculty would like additional sessions on all the topics including Accessibility at future PLD training

- i. Equatio – Math Department

Ed Lovitt: Equatio training was provided to Math faculty during PLD. Positive feedback from attendees.

Rob Grondahl: Holly asked for feedback on Math Department's use of Equatio: Rob sees it as a great tool. However, many in Math department are using different tools but he's promoting the use of Equatio; Rob noted that he has tried to enter some of the most difficult equations into the software and he notes that it has converted it into digital equations the best he has ever seen a software do with multiple output options (LaTeX, MathML, etc)

- ii. Dr. Sheryl Burgstahler – Keynote

- b. Ally

Holly: Access Advisors have been showing students Ally tools available in Canvas which has been great for students to see inclusive design

- c. Read & Write

## 3. Access Services

- a. Current Numbers

Holly: almost to 700 students which is all time high; currently, requests in over 1100 classes

b. Faculty Notifications of Accommodations

Holly: big batch emails went out before the semester started and will now be sent daily; be sure to let faculty know to look in Clutter file as some notifications still land there.  
Samira: She wonders what the break down is by disability and if the influx of services is a consequence of COVID (anxiety, depression, etc); being able to know the break down of disability and accommodations may be helpful for faculty to plan differently in future semesters

c. Questions from Faculty

i. Recording Lectures: Explanation of Taped Lecture agreement.

ii. Notetaking Tools

Holly: Faculty have increased the notes and course content in Canvas courses so the need for peer notetakers has decreased; Glean and LiveScribe pens are additional technology that we have available and are promoting for students to facilitate their independence in notetaking; spoke to the concern and some increased push back from faculty for recording with these new technologies. Students MUST sign a taped lecture agreement before the accommodation is put in place and this agreement has been vetted by JCCC legal counsel

d. Elevator in Student Center – December thru January

Beginning Dec through January, elevator in Student Center will have repair completed; Will work on options for students to access support on 2<sup>nd</sup> and 3<sup>rd</sup> floors as well as access from first floor of Student Center to cafeteria. Testing Services Changes

e. Test Accommodation process for Faculty

i. Video Instructions

Holly: Ed created video of instructions for students  
Instructions on Testing Services Infohub site.

f. Test Accommodation process for Students

i. Video Instructions created by Ed

ii. Access Services webpage content/instructions for students

g. Concerns/Feedback

Christa Haas:

- testing in Testing Center is very hard for selective admission (dental hygiene);
- make up exams are required by program to be taken the next day the student shows up to class and Testing is not always receptive of that need;
- Easier to proctor own exam instead of using Testing Services due to current policies.

Jean Ann Vickers/Science:

- Concern when giving many exams, which causes the possibility the student may have to take a test out of order;
- If test review/feedback is given to the class the next class meeting, student using accommodations missed that feedback.

- Suggestion for professors to provide tests 15 days in advance which is not feasible for professors;
- Concern that cumbersome process/procedures may strain relationship with the student and professor
- Science is concerned that the student has to check the accommodations for tests and then the test is rescheduled if there was an accommodation left off. Approved accommodations should automatically be on the form and they get unchecked if the accommodation is not needed

Rob Grondahl/Math:

- Agrees with all concerns shared by Science;
- Many Math professors will not be using Testing Services.
- Asked if there are any legal ramifications for a professor to provide the accommodations for a test. Holly shared that professor may proctor exams as long as student receives the approved accommodation.

#### 4. Updates from Members

- a. Book Talk – Sitting Pretty (Farrell Jenab)
- b. Needs from Divisions

Beth Gulley: She has fielded concerns with recorded lecture accommodation and has answers questions about LiveScribe pens. Asked about place where information on LiveScribe pens could reside. Holly suggested adding information to Access Services Infohub site.

Samira asked about adding tutors to classes. Terri Easley-Giraldo suggested pulling OLAC information about adding tutors/interpreters as Observers into courses and adding Recording Lecture Agreement information onto InfoHub

- c. How can we better serve you and your students?

Terri: Suggested accommodation notifications sent closer to start date on late start classes