ADA Instructional Committee Meeting

Minutes

February 10, 2022

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

1. Welcome New Members & Introductions

   a. Alexa Summers (CSIT)
   b. Mindy Ritter (Health Care, Public Safety, Wellness)

2. ICT Accessibility

   a. Equatio Training with MRC/Math Faculty
      i. MRC training yesterday
      ii. Recommend bringing in Equatio Math expert for future training
      iii. Offer during PDD
      iv. Feedback from MRC (Brett Cooper):
         1. Great interactive tool to use for thinks like online office hours
         2. Imbeds in Canvas – may use with online quizzes and assignments
         3. Benefit for more than students with disabilities
   b. Ally in Canvas
   c. Website Updates
      i. DEI Strategic Planning – Website update suggestion
   d. Other – Intern in the Ed Tech Center – Send Ed Lovitt documents that need remediation as he wants to give the intern some experience with editing/remediation.

3. Access Services – 620 registered students/

   a. Accommodation Notifications
      i. Email Alert – sending notifications via email. Approximately 620 students using services but still receiving new requests.
      ii. Faculty Acknowledge in myAccess
      iii. Reminder (timing) –
         1. 2nd week of school – sent reminder to professors who had notifications that hadn't been read.
         2. Received mixed feedback on timing - Committee suggested sending reminder email a week after email notification sent.
   b. Supplemental Notes for Students
      i. LiveScribe Pen
      ii. Glean
      iii. Professor Notes

iv. Notetaker
1. Student attends class, reviews info in Canvas before confirming need for notetaker
2. Faculty respond to our notetaker recruitment inquiry and let us know if notes/presentations are provided in Canvas.
3. If Notetaker is needed:
   a. Recruit a student in the class via email
   b. Helpful if recruitment info is added to course announcements in Canvas. Members agreed that requesting professors post announcement in Canvas is reasonable.
   c. Access is trying to provide technology so students can take their own notes.
c. Course Accessibility
   i. Checking course content for accessibility
   ii. Timeline needed – This is a really tedious process so Access needs course content as early as possible.

4. Other Updates from Members

Concerns with accessibility on roof of CLB – Contractor referred to Access for input

Samira – UDL workshop with KCPDC