

ADA Instructional Committee Meeting

November 10, 2022

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

Meeting Notes taken by Chantel Braasch

1. Welcome New Member: Dianna Rottinghaus – Academic Success Branch

Guest, Andrea Vieux— gave a summary and update on the campus DEI efforts; search for the coordinator for DEI is about to begin; in the last 6-8 months Office of Inclusion and Belonging emphasis on student success; this office as it will be getting to established their job will be getting acquainted with the campus and then maybe within a year the Office of Inclusion and Belonging will start collaborating with committees across campus; complaint management will remain where they currently are dealt with; the office will be a resource and collaboration, not a punitive measure

History

Result of 5+ years of work from DEI Task Force > MGT Report > DEI Committee > Strategic Planning DEI Goal; DEI and Strategic Planning ran parallel because when the DEI committee presented report to Dr. Bowne, Dr. Bowne then

Role of the Office of Inclusion & Belonging

- Advising and resource for access, retention, achievement, and belongingness efforts
- Assists with benchmarking, evaluation, and reporting
- Coordinate and collaborate across campus: inclusion and engagement programming, professional development, employee recruitment & retention, communications & marketing, DEI Committee
- Resource for employees: partner with staff and faculty development, support employees in their work to enhance student success and belongingness, point of contact for questions about enhancing inclusion and belonging
- Supports identification & development of community partnerships: K-12, workforce development, student success, procurement

Holly: How many positions?

Andrea: Officer will ideally be hired within the spring and then after the officer's hire, they will be part of the search for an admin asst; \$400,00 approved for the creation of this department

Samira: Is this person responsible for staff, faculty, and students?

Andrea: Correct. Since Ethics Point is already thru HR, we don't want to overwhelm the new hire so processes will remain where they are located for awhile but if there are complaints in the ethics point that pertain to inclusion discrepancies, then the officer of this department would be consulted and brought into the loop as a solution is being decided

Samira: When an issue arises and perhaps it is an HR issue. Where would the final decision lie? Is it with HR or with the officer of Office of Inclusion and Belonging

Andrea: It will definitely lie with the HR as the office is getting established and then that may morph as time goes on.

2. ICT Accessibility

a. Ally Audit

Ed: Spring 2021 audit results:

2300 courses were evaluated, 462,477 alternative course content (images, pages, Word, PDF, Assignments, Quizzes, Presentations, Syllabus, etc),

Accessibility score SP2021 64% SP2022 65%, FA2022 58%

Showed what the accessibility reports look like in an instructor's log in

Below 33% accessibility rating=severe accessibility issues

34-66% accessibility rating=moderate accessibility issues

67-99% accessibility= low accessibility issues

Diana—are source courses/sandboxes included in the accessibility report?

Ed—no it is only production courses

Beth—would it be an option to have a report that will focus on the individual course content types so that an instructor could just concentrate on images or PDFs, etc.?

Ed—demo the tool in the accessibility report that shows the content with the easiest issues to fix; he also recommends remaining in the original Quizzes module tool rather than upgrading to the new release for the Quizzes because the new release is not very accessible and is hoping the

b. Course Software Accessibility

Ed: Gradescope—scanning tests was not a problem; has the capability to administer a test/quiz in the tool as well but Ed tested accessibility of this tool and there were some serious issues with the ability to use a screen reader on the test/quiz within the tool

Holly: OCR is trying to partner with publishers and vendors who are producing tools that institutions are using so that they can stop the trickle down effect through the institutions

c. Early Access to Course Content for Alt Format Requests

Chantel: Communication will begin being sent out to instructors that have a student in need of alternative format accommodation requesting access to see their course materials to determine if there are any documents that need to be remediated.

3. Access Services

- a. Elevator Repair in Student Center – December 5th – January ?

Holly: working with Marketing for signage to map out alternative routes for people to use and then adding additional accessible parking by the COM/GEB and then providing directions for the alternative routes

- b. Testing Accommodations
 - i. Identification of Exams (No Names or “ADA” needed)
 - ii. Plans for Fall 2023: 5 Private Rooms

Holly: 5 private rooms will be added to provide non-distractive testing environments

Mindy: if the student has their syllabus and knows when all the tests will be administered, why can the student not sign up for all the tests at once

Holly: we have asked that question and it is our understanding that it is a hiccup in the vendor’s capabilities of the software

Ed: ABC has invited Mary Ann to discuss faculty concerns with her and she notes that they are in constant communication with RegisterBlast to see if the company can work with the college to find solutions to meet the College’s needs not necessarily being limited by what the software can do right now.

- c. Flex Plan Updates

Holly: over 130 requests for flex plans and only needed in 65 classes; she is asking for members to look at the new flex plan questionnaire and provide some feedback within the next couple weeks. All members agreed to receive sample questionnaires.

4. Disability as Diversity

- a. Webinar: Disability Cultural Centers: Embracing Disability Culture and Identity within Higher Education, event.
 - i. [Webinar Recording \(Speakers and Slides - No Interpreter\)](#)
 - ii. [Webinar Recording \(Speakers and Interpreter - No Slides\)](#)
- b. Cavalier Conference on Writing and Literature - “Access For, Access to: Reimagining Education for All” Updates/Feedback from Members
- c. “Stranger in Town” –
- d. DEI Committee – Plans for JCCC

5. Member Updates

In lieu of next meeting in December, Lori Slavin has offered to give a tour of the CLB remodel