CAP– Creating an Accessible Campus for All

Present: Kathy Keating, David Anderson, Anne Sherman, Paula Sullivan, Jeff Kissinger, Tom Smith, Ric Underhile, Deb Sanders, Meeghan Willi, Eric Kunnen, Klaas Kwant

1) Update on January OCR Complaint
   - Second OCR complaint filed by student
   - Complaint regarding failure to provide accessible materials in two courses
   - Request for information on hold as case was referred to Early Complain Resolution process (mediation type process)
   - Waiting for information and appointment from ECR Department currently

2) Update on ADA Compliance Position
   - Position was approved
   - Going to report to Gilda for a year to determine scope and best permanent reporting structure for the work
   - Position needs to be classified and then will be posted

3) Web Content Policy Overview
   - GRCC's web accessibility policy provides students, faculty, and staff a clear definition of what web accessibility is and why it is necessary.
   - This policy mandates that all of GRCC’s web content should conform to W3C WAI's Web Content Accessibility Guidelines 2.0, Level AA conformance.
   - The policy was reviewed and approved at the February 1 Policy Committee meeting
   - There will be some minor changes made to the policy that were suggested by CAP team. Kathy will take to Cabinet on February 12. If approved, it will be posted and communicated via established process.

4) Status of the Accessibility Audit requested in Resolution Agreement
   - Website and Online Center are in good shape
   - Still working on some department pages
   - Latest online center audit showed 92.7% compliance
   - Two parts to the Audit
     - Blackboard system itself – is it accessible?
     - Content – selected 11 class sections randomly to submit to audit
     - Kevin O’Halla sent email to faculty on 2/4 explaining audit
     - Results of audit are expected the end of February
• Questions about this being a representative sample were discussed. Once college has Compliance Sherriff, a review of the rest of the sections can be done

5) Sub-Committee Updates

Technology –

• We are in process of purchasing Compliance Sherriff and product training for at least 4 employees
• Possibility of syllabus standardization (our current syllabus template isn’t accessible) and a Powerpoint checker for future use
• Jeff sending language to Ric and Anne regarding language to include in the Instructional Materials Policy that would address having access to check accessibility
• Jeff met with Mansfield to discuss purchasing of software and incorporating language into procurement documents supporting accessibility
• Working on captioning plan – DocSoft and two part time employees dictating
• Klaas requested mid-year budget to support captioning efforts but it was turned down. Will submit request again.

Culture –

• Mostly had questions including
  i. What resources do we have to do audit?
  ii. How do we make sure copy machines, raider card machines etc are accessible?
  iii. Is there any way to get a mid-level person for assistive technology work
  iv. Team requested Kathy Keating attend meeting
  v. Team concerned with overlap between Culture and Capacity Team
  vi. Considering a combined meeting to sort out overlap

Capacity –

• Attendance at trainings not as high as would prefer
• Getting excellent reviews of Faculty Learning Day and the trainings that have been done since
• Lower attendance than expected, but will continue to offer and promote the current trainings
• Working on attending departmental meetings to reach greater audience
• MB, Gilda, Kevin and Ric developing grcc.edu/access. This page is intended to be a standalone webpage surrounding ADA accessibility

Physical Environment –

• Updated work order system so college community can make ADA accommodation requests that relate to physical environment/facilities
• Auto door openers installed throughout campus

Next Meeting/Steps:

• Anne Sherman sent group a starter list for Instructional Accessibility
• Ric making contact with Julie Parks about Training Solutions receiving communication/training regarding ADA and the CAP work
• Deb sending the brochures to Training Solutions regarding ADA, ethics etc