

Disability Access and Compliance Committee (DACC) Annual Report 2007-2008

Membership

- Student participation improved this year with the appointment of Lorin Torbitt. She attended every meeting except two which conflicted with her studies. Lorin's presence was appreciated and we hope this trend continues!
- Mikie Stock was the Human Resources representative in 2006-07. When her position transferred from HR to Risk Management, Lisa Hensley became the HR representative. Given her knowledge and expertise on employee-related disability issues, Mikie was asked to serve on an ad hoc basis this year. DACC recommends formally adding a Risk Management representative to its membership starting in 2008-09.
- Kathy Kimball is the Non-MPP representative to DACC. On June 1, 2008, Kathy assumed a new role in Information Technology Services (ITS) and Sally Anderson assumed Kathy's accessibility-related duties. Therefore, DACC recommends appointing Sally Anderson to complete Kathy's term.

Committee Activities and Actions

Eight full committee meetings were held between July 2007 and June 2008. Meeting agendas and minutes are available at: <http://accessibility.calpoly.edu>. The following summarizes key recommendations and actions for 2007-08:

July 2007

- Passed motions to elect Mary Shaffer as co-chair for 2007-08 and to appoint the Disability Resource Center (DRC) Director as permanent co-chair
- Finalized "Policy and Procedures for Resolving University 504/ADA Student Accommodation Disputes" (<http://drc.calpoly.edu/support/legal/disputes.htm>)

August 2007

- Provided advice to DRC on criteria and guidelines for determining student eligibility for receiving services (<http://drc.calpoly.edu/eligibility/eligibility.htm>)
- Finalized campus plan to implement the CSU Accessible Technology Initiative (ATI) procurement priority and posted it on the accessibility website
- Reviewed DRC practice of using video supervision for accommodation testing

September 2007

- Finalized "Section 504/ADA Coordinator Roles and Responsibilities" which was subsequently reviewed and approved by the Provost. The final version is being posted on the Employment Equity website.

November 2007

- In response to DACC concerns about having input into the Master Planning process, Facilities Planning decided to hire access specialist consultants to review building plans, work with contractors at all stages of the building process and perform spot check inspections. DACC applauds this proactive step to ensure that access issues are identified and addressed early on.
- Campus plan to implement the CSU ATI instructional materials priority reviewed by the Academic Senate Instruction Committee and Instructional Advisory Committee on Computing
- Procurement Open Forum included timelines, roles and responsibilities, and other information about implementing the ATI procurement priority

December 2007

- Developed “Cal Poly Guest and Visitor Disability Policy and Procedures” which is being submitted to CAP for inclusion in a new subsection for accessibility-related policies under campus wide policies
- DACC was briefed on the “Annual Parking Audit” report to the Chancellor’s Office. The report reflects the number and location of disabled parking spaces on campus and shows Cal Poly is compliant. Access routes/paths are not reported, but this information is available, along with newly developed maps for use by visually and mobility impaired persons.
- Raised concerns about some disabled parking spaces not being properly striped. Instead of re-striping, UPD will widen spaces as needed.

January 2008

- The “Access by Design: Faculty Awareness Training” video was previewed and implementation plans were discussed. It was developed by ITS to inform faculty about what they must do to implement the ATI instructional materials priority. DACC felt the video was very effective and should be mandatory. The need for similar training for staff was noted. It is available for use by other CSU campuses: <http://www.calstate.edu/accessibility/resources/>
- DACC was briefed on the “Campus Transition Plan” (per Executive Order 926) which addresses removal of physical barriers. The history, current status and process for updating were presented and discussed. (<http://www.facilities.calpoly.edu/facilityaccess/access.htm>)
- Sixteen Cal Poly staff from six colleges and other units attended the California Web Accessibility Conference. They found it beneficial, i.e., they learned new techniques but also gained a better understanding of why ATI is necessary.
- An article on “Universal Design for Learning” appeared in the Center of Teaching and Learning’s Winter Quarter newsletter to help inform faculty of this issue (http://ctl.calpoly.edu/newsletters/2008_winter_newsletter.pdf)

March 2008

- Trey Duffy and Sally Anderson attended the International Conference on Technology and Persons with Disabilities hosted by the CSUN Center on Disabilities (<http://www.csun.edu/cod/conf/>)

- At the conference, Cal Poly received two of four Best Practices awards from CSU ATI: (1) Communication for the “Think B4U Buy, Teach, Design” logo and poster campaign and (2) Web Accessibility for the Web Authoring Resource Center and Compliance Process Guide developed by Kathy Kimball and Steve Rutland
(<http://www.calstate.edu/accessibility/events/CSUNawards.shtml>)
- At the conference, ATI also highlighted Campus Success Stories, including Cal Poly:
http://www.calstate.edu/accessibility/events/success_statements/SLO.shtml
- In February, Mary Shaffer, Greg Melnyk and Brenda Tesch attended CSU ATI training sessions on procurement. Campus procedures will be updated and streamlined for reviewing all electronic and information technology purchases.

April 2008

- Provided advice to DRC on how to handle potential budget cuts in 2008-09. Raised concerns about falling out of legal compliance due to budget cuts
- Provided advice on possible renaming of DRC to reflect its dual roles and responsibilities of serving disabled students and performing outreach and consultation to the campus
- Endorsed solution to address non-compliant electromagnetic chamber in CENG by allowing only instructors or trained staff to enter the chamber
- Approved modification to “Student Policy and Procedures for Resolving University 504/ADA Accommodation Disputes” to include two faculty appointed by the Academic Senate on the Accommodation Review Board

June 2008

- Approved revised DRC policy section for submission to CAP committee
- Approved memo to President Baker regarding the need for temporary or permanent electronic lifts for use with campus stages. (A disabled person could not access a stage without assistance at two events in 2007-08.)
- Met with all but two colleges (deans and department chairs) about implementing the faculty awareness training program, engaging faculty and bringing departmental websites and procurements into compliance
- Facilities Planning is considering using the new physical access specialist (consultant) to review and update the Campus Transition Plan.

Physical Access Subcommittee

- The Physical Access Subcommittee met regularly during the year and provided updates and reports to DACC. DACC members receive agendas and notes and are welcome to attend the meetings.
- Major issues discussed during the year are reflected in the notes above.
- The subcommittee reviewed design plans for the Center for Science, Mott Pool, Construction Excellence Building, Library Learning Center expansion, etc. They also toured the new Spanos Stadium, Housing Administration, and Poly Canyon Village facilities. This process has been very effective, allowing DACC and Facilities Planning to identify, discuss and address concerns.

Continuing Issues and Action Items

1. Service Animal Policy: Lack of clarity about the difference between service and therapy animals (which resulted in complaints being filed against other universities) caused this effort to be put on hold. Proposed changes to the Americans with Disabilities Act may provide the clarity needed to act on this policy in 2008-09.
2. Employee Transportation: DRC transports students with disabilities, but no such service exists for employees with disabilities. This issue needs to be defined and then revisited in the future.
3. Accessibility Websites: Information about accessibility related policies, services and resources is not always easy to find. Websites of the areas represented by DACC need to be reviewed and updated and then linked to from the main accessibility.calpoly.edu website.
4. Section 504 Coordinator: With Will Bailey's retirement, DACC is losing a valued member with extensive knowledge and expertise. It is critical that Will's replacement serve as Section 504 Coordinator, a critical role. DACC welcomes the opportunity to interview prospective finalists for the position.
5. DRC Name Change: DRC is considering changing its name to better reflect its dual roles and responsibilities of serving disabled students and performing outreach and consulting to the campus.
6. ATI Implementation: High priority items for 2008-09 include completing faculty awareness training, identifying additional training resources, training web accessibility coordinators, prioritizing and establishing timelines for bringing administrative websites into compliance, testing a web content management system, promoting use of the Cal Poly template, and refining purchasing procedures to accommodate review of all E&IT procurements.
7. Instructional Accommodations: Academic department responsibilities for responding to accommodation requests (when not barrier removal) should become clearer as ATI is implemented. Roles and responsibilities may need to be formally documented in the future.
8. Accommodation Review Board Training: In accordance with the "Student Policy and Procedures for Resolving University 504/ADA Accommodation Disputes," the Section 504 Coordinator and Disability Resource Center will provide training to the ARB (which includes DACC members) as early as possible during Fall Quarter 2008.