

California State University, San Bernardino  
CAMPUS ACCESSIBILITY ADVISORY BOARD (CAAB)  
Minutes of the March 3, 2015  
2:00- 4:00 pm, UEC Boardroom

Members Present: Hamid Azhand, Amy Beran, Bunny Brown, Marci Daniels, Doug Freer, Ilseop Han, Beth Jaworski, Juan Macias, Ron Profeta, Donita Remington, Sam Sudhakar, Jill Vassilakos- Long, Michael Wahl

Members Absent: Leigh Connell, Randy Hanlin, Tina Howe, Connie Jones, Hideya Koshino, Leon McNaught, Jon Mohoroski, Cesar Portillo, John Russel, Deirdre Thomas

Guests Present: Gerard Au, Dayna Brown, James Bradford, Alex Cassades, Al Salgado

Doug Freer called the meeting at 2:01 pm.

Review and Approval of October 9, 2014 Meeting

Moved to adoption.

Action Items List

Jaworski advised that the Grade Grievance policy is currently being reviewed by the Faculty Senate Executive subcommittee once again. Jaworski is hopeful they will adopt the required changes and the policy will go to the full senate in March for the next steps in the approval process.

Sudhakar confirmed that the Web Accessibility Policy has been revised to include criteria on information technology accessibility. The policy went through all stages of the policy review and was approved last week at Admin Council. ATI is currently creating subcommittees that will each focus on accessibility, usability, and compliance for the three primary areas of procurement, web accessibility, and instructional material.

Wahl confirmed that the installation of directory cabinets in Sierra Hall, Chaparral Hall, and the Administration Building have been completed. The Health and Physical Education Building and the Faculty Office Building have been identified as buildings that need additional directory cabinets with an estimated installation date of March 31.

Salgado shared that bids for all four bollard locations are due this Thursday. The retractable bollard system will become a maintenance issue. Azhand suggested forming a small focus group to discuss the bollard systems cost, maintenance, safety, and other related issues to determine what can be done. Jaworski noted that an item from the Jackson lawsuit was to separate pedestrian and vehicle traffic. This issue needs to be solved regardless of which avenue the campus takes to limit the vehicle traffic. Freer reiterated the master plan will look at all walkways and roadways around campus.

Gerard reported that the Blue Phone located outside of the Commons has been activated.

Bradford informed the committee that numerous individuals driving the wrong direction on Student Union Drive have been stopped. Golf carts are currently the biggest offenders of violating the posted one-way signs. Azhand emphasized that additional signage is needed for Student Union Drive and that a sign package is going to bid March 17<sup>th</sup>. The signs will be installed once received. Profeta confirmed the electronic message signs are out of date and need repair. Jaworski pointed out that people should also not be parking and/ or blocking the cart parking lot area. Designated parking spots need to be identified for delivery trucks. Cassadas suggested sending out an email reminder to Campus stating the appropriate travel paths for golf carts, with a corresponding map.

Cassadas presented the draft version of the new Americans with Disabilities Act Application for Accommodation Policy. Human Resources will now be the proper personnel to determine the appropriate needs and accommodations for an employee, eliminating the employee's manager as the decision maker. All initial requests will go to Cesar Portillo, who is the campus' Equal Opportunity Provider. Accommodation information is now provided during new employee orientation and will be added to the Human Resources website. Please provide feedback on the documents provided to Cassadas as soon as possible. Jaworski asked to make sure an accessible version is available online. Jaworski requested rewriting the last sentence in the confidentiality section to make sure it is understood that the manager will not be provided medical information on the employee. Jaworski also noted that the line between this request and EHS ergonomic information needs to be cleared up so employees are not confused on the steps as they relate to both departments.

Gerard clarified that the campus courtesy phones provided for use in building hallways are out of compliance by ½ an inch. Azhand stated those in the paths of travel should be corrected. It was confirmed that all five payphones on campus are in compliance. It was recommended to not recess the phones due to the cost, but to build an attachment to the phones in order to bring them into compliance. There are about 500 courtesy campus phones campus wide.

#### Items from the Floor

Daniels shared the official flyer announcing the launch of smart pens that will be available for 30 SSD students to use. The automated note taking feature allows the notes to be uploaded to blackboard and accessible to the students.

Daniels also reported that the student advisory group met for the first time.

There being no further business, Freer adjourned the meeting at 3:00 pm.