

California State University, San Bernardino
CAMPUS ACCESSIBILITY ADVISORY BOARD (CAAB)
Minutes of the May 14, 2015
2:00- 4:00 pm, UEC Boardroom

Members Present: Amy Beran, Bunny Brown, Michael Delo, Doug Freer, Beth Jaworski, David Keetle, Juan Macias, Donita Remington, David Reyes, Michael Sylvester, Deirdre Thomas, Jill Vassilakos- Long, Michael Wahl

Members Absent: Hamid Azhand, Leigh Connell, Marci Daniels, Ilseop Han, Randy Hanlin, Brian Haynes, Tina Howe, Connie Jones, Hideya Koshino, Leon McNaught, Jon Mohoroski, Cesar Portillo, Dennis Robertson, John Russel, Eva Sorrell

Guests Present: Gerard Au, Dayna Brown, Alex Cassadas, Al Salgado

Dayna Brown called the meeting at 2:06 pm.

Review and Approval of March 3, 2015 Meeting

Remington moved for the adoption of the minutes. Salgado seconded.

Action Items List

Jaworski updated the committee that the Executive Order that guides the CSU's grade grievance policy has been renumbered to Executive Order 1096. The revised campus grade grievance policy has made it to first and second reading of the Faculty Senate and to the first review of the Academic Senate. Jaworski is waiting to hear an update from Academic Affairs before proceeding with advancing or editing the policy.

Cassadas reminded the board that software and programs purchased need to meet the standards set by the ADA policy and the Accessibility Technology Initiative procedures. It was also noted that the Lynda.com training portal will be made available for students to use. The ATI Steering Committee is currently discussing how to enforce compliance with the use of YouTube videos in the classroom.

Wahl announced that installations for all campus maps and cabinets have been completed.

Sylvester stated that a group of campus members toured all of the bollard locations outside of the bookstore and University Hall. Salgado advised the need to remove the current bollards outside of both locations and install safety gates. Salgado is currently researching the different styles available to determine what would be the best for our campus. The bollards outside of Jack Brown Hall will eventually be removed as part of the housing and dining expansion project. Sylvester reminded the group the need to have the safety gates accommodate and allow the SSD carts to pass through. Jaworski requested adding reflective tape and paint to the location. Macias and Salgado will work together to come up with a plan of action and will invite Delo into

the conversation before any actions take place. Communications to campus will go out prior to any changes for vehicular traffic.

Keetle confirmed that University Police is monitoring Student Union Drive and noted that many of the violators are driving golf carts. At this time, enforcement action has not been taken due to the lack of well-defined and appropriate signage in the area. Salgado noted that the signage bid package has gone out but funding has not been identified. Cassadas requested sending a reminder message out to those with defensive driving cards about the appropriate access areas for golf carts.

Cassadas is working with Rosa Padilla to make sure all documents posted to the Human Resources website are ADA compliant. The ADA Application for Accommodation Policy is currently under revision, and once approved, will be made available and accessible via the Human Resources website.

Cassadas is trying to encourage email senders to add plain text within the email in order for all emails to be accessible. Cassadas is still trying to determine the best approach to manage and control the amount of email announcements that are not accessible. Vassilakos Long suggested creating a campus wiki page as a centralized area for instructions that can be utilized by any member of the campus community and help enforce compliance. Au informed the committee that there are "How To" guides available on the ITS website. Jaworski suggested sharing this email requirement during diversity training for new employees. Freer inquired if there is a tool that can detect when a message going out is not ADA compliant; Au will look into this feature.

Au has identified 125 courtesy phones in paths of travel and 316 courtesy phones in classrooms and labs. It would cost nearly \$25,000 to install new phones or equipment for those in paths of travel. Au has also found a low profile phone that meets the requirements and would cost roughly \$200 per phone, including the mount. Wahl referenced a cane detection addition to the courtesy phones within Visual Arts as an alternative to purchasing new phones. Facilities Services would have the pricing for fabrication and installation of the cane detection feature should the campus decide to do something similar. Salgado will work with Au to identify which courtesy phones in classrooms and labs will also need to be replaced.

Items from the Floor

Jaworski advised the committee that during the last building evacuation in University Hall, two students in the basement were unable to use the stairs. Evacuation chairs only work going down stairs and are not to be used to take people up flights of stairs. Jaworski noted that building and floor marshals need to be identified in all buildings and that meetings have not been advertised or occurring on a regular basis. Jaworski inquired about how frequently the evacuation chairs and the phones in areas of refuge were tested. Freer confirmed he would discuss this item with Blackburn and assist with identifying a department responsible for testing both items.

Jaworski inquired about updating the Accessibility Guide over the summer as it is now out of date. It was noted that the revised document needs to also be ADA compliant. Wahl confirmed CPDC wrote the initial hard copy and that ITS then converted it to the online version. Freer

requested that the next version not be a static PDF in time and that the new version allow for continuously updates.

There being no further business, Brown adjourned the meeting at 3:14 pm.