

California State University, San Bernardino
CAMPUS ACCESSIBILITY ADVISORY BOARD (CAAB)
Minutes of the November 2, 2017
11:00- 12:00 pm- UEC Boardroom

Members Present: Amy Beran, Sarah Buenaventura, Marci Daniels, Doug Freer, Thomas Gaffery, Ilseop Han, Randy Hanlin, April Lane, Jessica Luck, Richelle Marracino, Leon McNaught, Cesar Portillo, Jorge Razo, Donita Remington, David Reyes, Jenny Sorenson, Jody Van Leuven, Jill Vassilakos- Long

Members Absent: Hamid Azhand, Leigh Connell, Doris Egbo, Leatha Elsdon, Beth Jaworski, Yasra Serhan

Guests Present: Dayna Brown, Felix Zuniga

Freer called the meeting at 11:01 am

Review and Approval of May 18, 2017 Meeting

Freer approved the meeting minutes by consent. Jody second, Donita first

Action Items List

McNaught announced that a final accessible PDF version of the Campus Accessibility Guide will be finalized and distributed within the next few weeks. Van Leuven recommended the creation of an Accessibility Guide working group that would focus on continuously updating the guide as the campus goes through capital projects. It was noted the working group should include team members from Emergency Management, Services to Student with Disabilities, and Facilities Planning Design and Construction. Van Leuven and Daniels will officially form the group and share the list with the board. Daniels confirmed that fifty hard copies of the Campus Accessibility Guide will be available, with more being printed based on need.

McNaught will be running web accessibility reports and sending the results to campus leadership. It is his hope that the website content editors will then update their websites to be in compliance with accessibility standards, if not already. The Chancellor's Office has completed a systemwide purchase for Blackboard Ally, a tool within Blackboard that will check MLS for all faculty instructional materials. Our campus will be working on a timeline for implementation of the feature. Ally will be able to provide reports and data on accessibility of materials being shared and used.

McNaught also reported that ATI is creating an accessibility course for faculty that will educate them on the latest in accessibility in the classroom standards and student needs. McNaught is also finalizing the annual accessibility report, which is due November 15, as well as the annual web presence report that will be provided to President Morales by December 15.

Freer announced that a special advisory audit of our accessible technology initiative has been requested and should be conducted sometime in January or February 2018. The results of the

audit will allow us to better understand where the campus needs to strengthen our accessibility initiatives and improve our current offerings.

Van Leuven confirmed that evacuation chairs are now available in every stairwell. The evacuation chairs will be located on the top floor of every building, or, if there are many floors within the building, are installed on every other floor. Signs are being created and will be installed shortly.

Van Leuven will invite April Wing to the next meeting to be introduced to the group. Wing is the campus Emergency Manager who has been very active in refreshing the building and floor marshal programs.

Sorenson is continuing to research the appropriate student desk with interchangeable tablet arm that can become the standard for the campus. The one currently in use only has a weight capacity of 300 pounds. The interchangeable tablet arm desks will be incorporated into new capital projects and space renovations when classroom furniture is being considered.

Items from the Floor:

Daniels stated that there is an increase nationwide of lawsuits related to sensory deficits in which accommodations are not being carried out in the classroom or in the workplace setting. Please work with Human Resources to assist with any employee accommodation needs, or SSD for any student accommodation needs. The campus should begin to more widely advertise how to request accommodations for events. Event hosts and planners should also be considerate of possible accessibility needs during their planning stages and prepare as appropriate. Portillo and Daniels will share the standard accommodation request language to the group.

Sorenson is working with ISES to conduct a campus wide facilities condition report and transition plan. ISES is currently updating the transition plans for San Bernardino and Palm Desert campuses to identify any physical barriers across and throughout campus, including walk ways, building entries, parking spaces, classroom, etc.

Gaffery reported that the disabled placard abuse enforcement has been successful with noted reduction in abuse. Parking is currently analyzing the need for a gate arm by the museum to help limit vehicle access on the pedestrian pathways in the area. Parking will also begin leaving notifications on state vehicles that are violating the vehicles on pathways policy and reporting the abuse to the appropriate administrator.

There being no further business, Freer adjourned the meeting at 11:41 am.