

January 25, 2020, 3:00 – 4:30 p.m.

<https://santarosa-edu.zoom.us/j/91419721633>

TOPIC	TIME	OBJECTIVE
1. Note-taker: Stephanie; Facilitator: Kim		
2. Approval of Minutes for November 23, 2020 meeting	1 minute	
3. Housekeeping; check-in; rumors	5 minutes	
4. Discussion on standards to assess software accessibility <ul style="list-style-type: none"> • Documentation/Testing/Procurement Process/Rubric/Plan – Don/Leila • Leila to share draft language for goals • Possible subgroup work with Lisa, Kim and Corinne 	30 minutes	Agree on standards for future software accessibility reviews
5. Committee Function Review <ul style="list-style-type: none"> • Discussed at College Council on 11/5/20 and 12/3/20 (Tara and Leila attended meeting on 12/3 to provide clarification about the intent of the revisions); College Council recommendations in green below. • Kate Jolley commented on addition of procurement language in the function. Purchasing office has implemented processes already for purchasing materials that are accessible. • Online accessibility including procurement of software and websites, etc. and these updates needed to be incorporated in addition to accessibility for facilities <p><u>District Access Committee is established to:</u></p> <ol style="list-style-type: none"> 1. Assist the District in interpretation of and compliance with Section 504 and 508 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, Title IX, and other laws and regulations pertaining to access to facilities, services, and programs. 2. Identify and recommend to the District the removal of any architectural, equipment, and/or program barriers that would impede access to any of the District’s facilities, services, or programs. 3. In accordance with District Policy, develop and Recommend to the District the need to align policies and procedures with regulations (and barriers or accessibility needs?) to ensure the prevention of future barriers, in areas such as: architecture, technology, online materials, equipment, and/or procurement, which would impede access to any of the District’s facilities, services or programs. program barriers, including on-line captioning, and written materials. 4. Conduct regular assessments of access to District facilities, programs and technology for the ADA and Section 508 Transition Plans and compliance with other laws and regulations. 	15 minutes	Finalize revisions

District Access Committee function:

Assist the District in interpretation of and compliance with Section 504 and 508 of the rehabilitation Act of 1973, the Americans with Disabilities Act, Title IX, and other laws and regulations pertaining to access to facilities, services, and programs; identify and recommend to the District the removal of any architectural, equipment, and/or program barriers that would impede access to any of the District’s facilities, services, or programs; develop and recommend District policies and procedures to ensure the prevention of future architectural, equipment and/or program barriers; conduct regular assessments of access to District facilities, programs and technology for the ADA and Section 508 Transition Plans and compliance with other laws and regulations; review and monitor progress toward the removal of identified barriers; assist Environmental Health & Safety with District-wide emergency management planning for persons with disabilities, and recommend regular trainings for District employees; promote the knowledge and understanding of access.

<ul style="list-style-type: none"> 5. Review and monitor progress toward the removal of identified barriers. 6. Assist Environmental Health & Safety with the District-wide with emergency management planning for persons with disabilities, and recommend regular trainings for District employees. 7. Promote the knowledge and understanding of Universal Access. 		
<ul style="list-style-type: none"> 7. DAC Database <ul style="list-style-type: none"> - Update on subgroup review 	5 minutes	Update on review of database
<ul style="list-style-type: none"> 8. Capital Projects & Facilities Update <ul style="list-style-type: none"> - Serafin and Hank to attend DAC meeting - DAC Database - Accessibility Review - Ongoing projects <ul style="list-style-type: none"> → Update on location of changing tables → Update on location of lactation rooms → Update on repairs due to student concerns → Spring 2021: Update on accessible locker rooms in Quinn 	30 minutes	Update on progress of projects
<ul style="list-style-type: none"> 8. Goals for 20/21 <ul style="list-style-type: none"> • Software Accessibility (documentation/testing/rubric/plan) – Don/Leila • Capital Projects <ul style="list-style-type: none"> - DAC Database - Accessibility Review - Ongoing projects (see agenda item above) • Define accessibility review for IELM process • Discussion on Committee titles (from 11.23.20 minutes) 	2 minutes	Discuss ongoing projects and goals for 20/21
<ul style="list-style-type: none"> 9. Next meeting agenda <ul style="list-style-type: none"> • DAC Database update • College Council update, if needed • Future Agenda Item: Update on “maps:” (Hold on map updates for 6-8 months until major construction projects are complete) 	2 minutes	Plan next agenda
<ul style="list-style-type: none"> 10. Adjournment 		

(Next Meeting: Monday, February 22, 2021)

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