

February 22, 2021, 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 January 25, 2021 meeting	1 minute	
3. Housekeeping; check-in; rumors <ul style="list-style-type: none"> <li>• ADA Transition Plan</li> </ul>	5 minutes	
4. Discussion on standards to assess software accessibility <ul style="list-style-type: none"> <li>• Documentation/Testing/Procurement Process/Rubric/Plan – Don/Leila</li> <li>• Leila to share draft language for goals</li> <li>• Possible subgroup work with Lisa, Kim and Corinne</li> </ul>	30 minutes	Agree on standards for future software accessibility reviews
5. Committee Function Review <ul style="list-style-type: none"> <li>• Discussed at College Council on 11/5/20, 12/3/20 and 2/4/21 (Tara and Leila attended meeting on 12/3 to provide clarification about the intent of the revisions); College Council recommendations in green and yellow highlight below; DAC edits in red.</li> <li>• Online accessibility including procurement of software and websites, etc. and these updates needed to be incorporated in addition to accessibility for facilities</li> </ul> <p><u>District Access Committee is established to:</u></p> <ol style="list-style-type: none"> <li>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.</li> <li>2. Identify and recommend to the District the removal of any architectural, equipment, and/or <del>program</del> barriers that would impede access to any of the District’s facilities, services, or programs.</li> <li>3. <del>Develop and</del> Recommend to the District the need to align policies and procedures to ensure the prevention of future <del>architectural, equipment and/or program</del> 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. <del>program barriers, including on-line captioning, and written materials.</del></li> <li>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.</li> </ol>	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.

<p>5. Review and monitor progress toward the removal of identified barriers.</p> <p>6. <del>Assist Environmental Health &amp; Safety with the District-wide with providing guidance for emergency management planning for persons with disabilities, and recommend identify the need for regular trainings for District employees. CC recommends removal of this item.</del></p> <p>7. Promote the knowledge and understanding of Universal Access.</p>		
<p>7. DAC Database</p> <ul style="list-style-type: none"> <li>- Update from Kate Jolley?</li> </ul>	5 minutes	Update on review of database
<p>8. Capital Projects &amp; Facilities Update (pending confirmation from Serafin)</p> <ul style="list-style-type: none"> <li>• Tauzer Accessibility Review (update from Kate Jolley?)</li> <li>• Serafin (ongoing projects) -             <ul style="list-style-type: none"> <li>→ Changing tables in Tauzer incorporated in plans</li> <li>→ Lactation rooms identified?</li> <li>→ Update on repairs due to student concerns</li> <li>→ Spring 2021: Update on accessible locker rooms in Quinn</li> </ul> </li> </ul>	30 minutes	Update on progress of projects
<p>8. Goals for 20/21</p> <ul style="list-style-type: none"> <li>• Software Accessibility (documentation/testing/rubric/plan) – Don/Leila Draft Language for DAC Procurement Goals             <ol style="list-style-type: none"> <li>1. Continue to request accessibility documentation from vendors for District software purchases.</li> <li>2. Investigate requesting third-party accessibility verification for large-scale web applications.</li> <li>3. Create a rubric for determining the proposed software purchases that have the highest accessibility priority.</li> <li>4. Develop a plan for testing the accessibility of these high priority purchases.</li> <li>5. Explore creating a process for requiring accessibility accountability for vendors of high priority purchases.</li> <li>6. Include accessibility language and requirements as part of the contract process.</li> </ol> </li> <li>• Capital Projects             <ul style="list-style-type: none"> <li>- DAC Database</li> <li>- Accessibility Review</li> <li>- Ongoing projects (see agenda item above)</li> </ul> </li> <li>• Discussion on Committee titles (from 11.23.20 minutes)?</li> </ul>	2 minutes	Discuss ongoing projects and goals for 20/21

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<p>9. Next meeting agenda</p> <ul style="list-style-type: none"> <li>• DAC Database update?</li> <li>• Define accessibility review for IELM process (invite Dean/Learning to attend future meeting)</li> <li>• Future Agenda Item: Update on “maps:” (Hold on map updates for 6-8 months until major construction projects are complete)</li> </ul>	<p>2 minutes</p>	<p>Plan next agenda</p>
<p>10. Adjournment</p>		

(Next Meeting: Monday, April 26, 2021)

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