

August 23, 2021, 3:00 – 4:30 p.m.
<https://santarosa-edu.zoom.us/j/95945961990>

TOPIC	TIME	OBJECTIVE
1. Note-taker: Brenda; Facilitator: Gene or Sarah		
2. Approval of Minutes for May 24, 2021 meeting	1 minute	
3. Review of Committee Function & Committee Composition	10 minutes	
4. Housekeeping; check-in; rumors	5 minutes	
5. Facilities Improvements/DAC Database/ADA Transition Plan <ul style="list-style-type: none"> • Serafin unable to attend first meeting • Hank to provide Facilities Updates? • The previous plan was an assessment of the physical campus, but now that 508 is in the forefront, technology needs to be considered as well. 	10 minutes	Committee input on any accessibility concerns related to Facilities improvements
6. Committee Function Review <ul style="list-style-type: none"> • 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. • Online accessibility including procurement of software and websites, etc. and these updates needed to be incorporated in addition to accessibility for facilities • DAC agreed at 2/22/21 meeting to continue discussion of committee function to possibly bring back to College Council (see minutes from 2/22/21 meeting) <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. Develop and Recommend to the District the need to align policies and procedures to ensure the prevention of future architectural, equipment and/or program 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. 5. Review and monitor progress toward the removal of identified barriers. 6. Assist Environmental Health & 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. 	20 minutes	Finalize revisions and bring back to College Council Fall 2021

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>7. Recommend to the District guidance for emergency management planning for persons with disabilities, and recommend the need for regular trainings for District employees on this topic. (this item replaces item #6)</p> <p>8. Promote the knowledge and understanding of Universal Access.</p>		
<p>7. Discussion on standards to assess software accessibility</p> <ul style="list-style-type: none"> • Review CCLC BP/AP to incorporate accessibility standards <ul style="list-style-type: none"> – Chapter 3: General Institution Board Policies – AP 3725 Information and Communications Technology Accessibility & Acceptable Use – May be other Chapters to review for applicability, such as Purchasing or others – Need to incorporate existing BP 2.17/P into templates • Leila’s draft language for goals (to be incorporated into reviewed BP/AP): <ol style="list-style-type: none"> 1. Continue to request accessibility documentation form vendors for District software purchases. 2. Investigate requesting third-party accessibility verification for large-scale web applications. 3. Create a rubric for determining the proposed software purchases that have the highest accessibility priority. 4. Develop a plan for testing the accessibility of these high priority purchases. 5. Explore creating a process for requiring accessibility accountability for vendors of high priority purchases. 6. Include accessibility language and requirements as part of the contract process. 7. The overall language in contracts should include accessibility as a high priority. • Possible subgroup work with Lisa, Kim and Corinne • Update from Tara regarding report to Academic Senate 	5 minutes	Align revisions to Board policies/procedures with accessibility requirements and goals.
<p>8. Goals for 21/22</p> <ul style="list-style-type: none"> • Implementation of revised ADA Transition Plan • Revised BP/AP for Accessibility (incorporating procurement) • Ensure that Purchasing and Facilities committee appointments attend DAC meetings. 	5 minutes	Review goals to determine if any revisions need to be incorporated
<p>9. Next meeting agenda</p> <ul style="list-style-type: none"> • 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
<p>10. Adjournment</p>		

(Next Meeting: Monday, September 27, 2021)

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