

# DACC Agenda

**Date: November 9, 2007**

Time: 1:15 PM to 2:30 PM, Location: Administration Building, Room 409

Cal Poly Accessibility Web Site: <http://accessibility.calpoly.edu/>

<b>Present:</b>	
<b>Absent:</b>	
<b>Guests:</b>	Bob Kitamura, Johan Uyttewaal
<b>Next Meeting:</b>	Friday, December 7, 2007, 10:00 AM to 11:15 AM, Admin Bldg (01) Room 409

	Time	Agenda Items:	
1.	5	Review and Approve Minutes (9/21/07 Meeting)	Mary
2.	5	Introductions (New Members)	Mary
3.	10	Committee Membership Changes and Recommendations	Mary & Trey
4.	5	Campus Transition Plan (Physical Access Subcommittee Report)	Mark
5.	10	Campus Planning Process and ADA Review – Bob Kitamura and Johan Uyttewaal Action Item #1	Trey, Will & Mark
6.	10	Guest Accommodation Policy and Procedure – Policy Subcommittee Report Action Item #4	Trey & Mary
7.	10	504/ADA Coordinator Roles and Responsibilities – Provost Review Action Item #6	Trey
8.	10	Committee Reports: a. Physical Access – See above agenda items b. Procurement – <a href="http://accessibility.calpoly.edu/purchase/index.html">http://accessibility.calpoly.edu/purchase/index.html</a> c. Policy – See above agenda items d. IT Web Accessibility – <a href="http://accessibility.calpoly.edu/web/plan.html">http://accessibility.calpoly.edu/web/plan.html</a> e. Instructional Materials – <a href="http://accessibility.calpoly.edu/instmaterials/index.html">http://accessibility.calpoly.edu/instmaterials/index.html</a>	All
9.	10	Review and update action items or discuss other items as needed	Mary
10.	0	Future Agenda Item – Demo new DRC portal channel for students to request services	Trey
11.	0	Future Agenda Item – Parking Audit Update – Action Item #9	Cindy
12.	0	Scheduled Activities (Physical Access Subcommittee) All DACC members are welcome to attend – Please add to your calendar  Wednesday, 1/9/08, 1:30-2:30 p.m., Bldg 70, Room 109 - Perry Judd will present floor plans for Construction Excellence Building - Mary-Alice Avila will present preliminary plans for the Library Learning Center expansion  Thursday, 2/7/08, 1:30-2:30 p.m., Bldg 70, Room 109 - Barbara Queen will provide a tour of the new Housing Administration Building  Thursday, 4/3/08, 1:30-2:30 p.m., Bldg 70, Room 109 - Joel Neel will present drawings and provide a tour (tentative) of Poly Canyon Village	Mark

Pending Action Items:		Responsible Person	Due Date
1.	Proposal for DACC Chair or designee to be a member of Campus Planning Committee submitted to President. Meet with Bob Kitamura to discuss appropriate steps in the facilities planning process for DACC to have review and input. Invite Bob Kitamura to meet with the DACC in November.	Trey, Mark & Will	
2.	Service Animal Policy: Draft proposed. Reviewed by Facilities, University Police, University Legal Counsel, and DRC. Revise policy based on input and bring back to DACC for discussion. Other priorities have pushed this item to the backburner.	Trey	

3.	Policy academic department roles and responsibilities for responding to accommodation requests (when not barrier removal): Need to identify roles and responsibilities before determining the need to proceed.	Trey	
4.	The Policy subcommittee will review the question of "What is the process for guests/visitors wanting to file an ADA appeal or complaint?" and bring back a recommendation to the full committee for review and approval (from 8/06)	Trey	
5.	Risk Management's information (web, other) should include information on addressing ADA-related issues.	Mikie	
6.	Review and make recommendation to the Provost regarding the roles and responsibilities of the Campus 504 Coordinator. Transmit revised language to the Provost for review and approval and then modify list of contacts for referrals.	Trey	
7.	Review current practice of using video supervision for accommodation testing. Schedule separate meeting and invite 3-4 DACC members.	Trey	
8.	Discuss assistance for staff with disabilities for getting around campus. Meet to define the issues and then bring back to the full committee for discussion at a future meeting.	Mikie & Will	
9.	Seek clarification from Budget and Analytical Services regarding the submission of the disabled parking audit specified in Executive Order 926.	Mary & Trey	
10.	Campus Transition Plan – Invite Rex Wolf to attend the 10/23/07 Physical Access Subcommittee Meeting to discuss the status of the campus transition plan; report back to DACC in November	Mark	

<b>Completed Action/Discussion Items:</b>		<b>Meeting Date</b>
1.	DRC Eligibility – <a href="http://drc.calpoly.edu/prospective/disability.htm">http://drc.calpoly.edu/prospective/disability.htm</a> - Trey to act on advice provided <ul style="list-style-type: none"> <li>• Don't open the gates / just walking through the door doesn't qualify / guarantee a student will get every accommodation they want</li> <li>• Have reasonable standards and criteria</li> <li>• Stick to the standards and criteria</li> <li>• Provide provisional services while requesting more documentation when necessary</li> <li>• Refer as appropriate to campus / non campus resources</li> </ul>	8-17-07
2.	Post revised "Policy and Procedures for Resolving University 504/ADA Student Accommodation Disputes" on the Disability Resource Center website with links from Accessibility website.	9-21-07
3.	Review of Executive Order 926 to set Goals for 2007-08	9-21-07
4.		
5.		