

# DACC Meeting Notes

**Date: July 30, 2007**

Time: 3:00 PM to 4:15 PM, Location: Administration Building, Room 409

Cal Poly Accessibility web site: <http://accessibility.calpoly.edu/>

<b>Present:</b>	Will Bailey, Cindy Campbell, Dustin DeBrum, Trey Duffy, John Harris, Mark Hunter, Kathy Kimball, Greg Melnyk, Mikie Stock, (Andrea Perry – Note Taker)
<b>Absent:</b>	Ellen Calcagno, Jean DeCosta, Mary Shaffer, Robert Blanco (student)
<b>Guests:</b>	Liz Cofer
<b>Next Meeting:</b>	Friday, August 17, 2007, 1:15 PM to 2:30 PM, Admin Bldg (01) Room 409

Executive Summary	
<b>Decisions</b>	<ul style="list-style-type: none"> <li>• Will Bailey will have Carlos, Barbara, Mike and Kit review the Campus 504/ADA Coordinator roles and responsibilities document and provide feedback by next meeting.</li> <li>• Let the minutes reflect the following changes to the “Policy and Procedures for Resolving University 504/ADA Student Accommodation Disputes”:               <ol style="list-style-type: none"> <li>1) In section IV (Accommodation Review Board): Replace the fifth and sixth sentence from: The Vice Provost for Academic Programs and Undergraduate Education shall also participate and serve as the chairperson of the ARB. The 504/ADA Coordinator may serve as a non-voting, ex officio member of the Accommodation Review Board. To: The Vice Provost for Academic Programs and Undergraduate Education <b>or their designee will</b> also participate and serve as the chairperson of the ARB. The 504/ADA Coordinator <b>or their designee will</b> serve as a non-voting, ex officio member of the Accommodation Review Board.</li> <li>2) In section IV. A.2 (Accommodation Review Board/Hearing Procedures): Replace the sentence from: In order to avoid potential conflicts of interest, board members may excuse themselves if they have a significant direct involvement in the dispute. They will be replaced temporarily by a designee selected by the nominating authority of the excused member. To: In order to avoid potential conflicts of interest, board members <b>will recuse</b> themselves if they have a significant direct involvement in the dispute.</li> </ol> </li> <li>• Everyone will review Executive Order 926 to identify goals that were established and will review at the next meeting.</li> <li>• Let the minutes reflect the gratitude and thanks from the committee to Kathy Kimball for her work as co-chair.</li> </ul>
<b>Motions</b>	<p>Passed Motions:</p> <ol style="list-style-type: none"> <li>1) The Director of the DRC will always serve as co-chair of the DACC. (Motion by Mark Hunter; Second by John Harris)</li> <li>2) Nominate and elect Mary Shaffer as co-chair of DACC for next term. (Motion by Kathy Kimball; Second by Mark Hunter)</li> </ol>

	Time	Agenda Items:	
1.	5	Review Minutes	Kathy
2.	5	2006-07 Annual Report ( <a href="http://accessibility.calpoly.edu/dacc/documents/2006-07/AnnualReport2006-07.pdf">http://accessibility.calpoly.edu/dacc/documents/2006-07/AnnualReport2006-07.pdf</a> )	Kathy
3.	15	Election of chair/s	Kathy
4.	15	504/ADA Coordinator roles and responsibilities	Trey
5.	15	Student Appeal Process Final Review	Trey
6.	10	Goals for 2007-08 ~ will review at next meeting	Trey
7.	10	Committee Reports: a. Physical Access b. Procurement c. Policy d. IT e. Instructional Materials	All

Pending Action Items:		Responsible Person	Due Date
1.	PROPOSAL: Chair of DACC or their designee be a member of Campus Planning Committee. Unanimous Approval: The DACC Chair will send a memo to the President regarding the DACC representation on Campus Planning Committee. Three notices sent to DHG; waiting for response.	Trey	Follow up in the Spring 2007
2.	Service Animal Policy: draft proposed. Reviewed by Facilities, university Police, University attorney, DRC. Currently there is a national issue of an individual or individuals surfing the web, finding university service animal policies and filing complaints against colleges. Often the issue is that colleges do not have "pet or animal policies", thus any service animal policy could be more restrictive and potentially create disparate treatment of people with disabilities. We pulled the draft from the web and are reviewing it.		
3.	Policy on roles and responsibilities for responding to accommodation requests (when not barrier removal or academic/course related): "identification of roles and responsibilities". As such, we recommend waiting until this task has been completed prior to determining the need to proceed.		
4.	Accommodation Review Board: May need to meet over the summer. Student wanting to file an appeal has until June 7, 2007 to file.		
5.	The Policy subcommittee will review the question of "What is the process for guests/visitors wanting to file an ADA appeal or complaint?" (from 8/06)		
6.	Risk Management's information (web, other) should include information on addressing ADA-related issues.		
7.	Request for Review: "Use of video supervision for accommodation testing" <ul style="list-style-type: none"> <li>• Separate meeting to study this issue</li> <li>• 3 or 4 DACC members to participate</li> </ul>		
8.	Discuss assistance for staff with disabilities for getting around campus.		