

Attended: Theresa Richmond, Kim Starke, Lisa Beach, Jennifer Richardson, Kathy Burton, Erin Daniels, Corrine Haverinen, Dana Throckmorton and Paul DeMartini.

I. HOUSEKEEPING; CHECK IN; RUMORS

- It was brought up as a topic for a future meeting that we need to discuss and get ready for new regulations related to Title II that go into effect in April of 2026.

II. APPROVAL OF MINUTES

October 28, 2024 Meeting Minutes (Approved as is)

III. COMMITTEE GOALS FOR 2024/25

- Implement and Support the Accessibility Capability Maturity Model (ACMM) Or if this gets delayed or postponed)
- Self-Evaluate following ACMM Guidelines

IV. NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

1. Academic Senate to consider preparation time for Associate Faculty that may also include accessibility of online courses with enrolled DRD students. (Corrine)
 - Committee discussed the problem that Associate Faculty do not get paid to start prior to the start of classes making it difficult to prepare for accessibility needs of disabled students, particularly deaf and blind students. By law, it is required that accessible materials should be ready by the first day of classes. This often does not happen and puts a lot of pressure on Distance Education and Disability Resources to quickly assist with preparing materials.
 - Theresa would like to bring to Cabinet for discussion, but with only a few weeks left in the semester, probably need to wait. Would be good to have statistics regarding the percentage of students with some sort of disability. Also, we should be modeling addressing accessibility needs at Management meetings and others. Would send a better message.
2. ACMM Now Scheduling for April & May 2025. (Lisa)
 - Committee discussed preparing a presentation for Cabinet showing the importance of the ACMM. Kim, Lisa and Corrine will work on the presentation. Should also see about scheduling another meeting with the Chancellor's office once we have VPs on board.

V. OLD BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

- Committee continued the discussion about issues with scanned documents that need to be made accessible. Corrine created a form that could assist faculty when requesting help with scanned documents. The form was shared and reviewed

VI. MEETING RECAP & PLAN NEXT MEETING AGENDA

- Committee Status
- Cabinet presentation about ACMM

Next meeting – January 27, 2025