UNIVERSAL DESIGN COMMITTEE
MEETING MINUTES
APRIL 6, 2018

Present: D. Bertch, A. Bowler, C. Gibson, V. McCann, M. McGowen, B. Olson, M. Pfaff, M.K. Pobocik, B. Reynolds, T. Welsh

Absent: L. Baldwin, A. Bowler, G. Fredericks, B. Graening, L. Hoehle, D. Lindsley, N. Newman, S. Reidenbach, J. Stasiuk, M. Thompson

1. Call to Order – The meeting was called to order by D. Bertch at 9:00 a.m.

2. Review and Approve Minutes of January 19, 2018 – The meeting minutes of January 19, 2018 were approved as distributed.

3. Review/Revise/Approve Agenda – The agenda was approved as distributed.

4. Updates/Announcements – None presented.

5. Business

   5.1   OCR Complaint Update – T. Welsh updated the group on the status of the OCR Complaint and next steps reporting the Voluntary Resolution Agreement was accepted February 23, 2018 and is posted internally and externally. T. Welsh also reported on moving forward with the website redesign noting the website redesign is making KVCC more compliant.

   5.2   Web Accessibility Policy (CMOP) – T. Welsh reported on work to pull together a web accessibility team noting Mike Thompson has taken on the role of Web Accessibility Coordinator. T. Welsh will send to this group the potential roster for the web accessibility team.

   M. Pfaff reported on using Siteimprove to "test" web accessibility.

   5.3   Captioning[3] – M. McGowen reported on a student issue with searching databases in the Library noting she is investigating different software databases.

   M. McGowen...Shout-out to the new captioned orientation video.

   5.4   Bookstore/Textbooks[5] Update – D. Bertch will reach out to G. Mead for an update.

   5.5   Webpage[6]/WCAG 2.0 Update – T. Welsh reported on the standard for measuring website ADA compliance.

6. Other
   - D. Bertch distributed to the group the Universal Design Committee Purpose and Priorities.
   - T. Welsh reported visits made by the Department of Education and the Office of Civil Rights can happen at any time. T. Welsh also noted his plans to include University Center partners in conversations.
   - T. Welsh reported Brian Graening is working with purchasing software and VPAT format.
   - T. Welsh reported Michigan Colleges Online (MCO) is bringing in a trainer noting Mike Thompson and Molly Pfaff will be trained on website accessibility.

7. Next Steps/Agenda Items
   7.1   Accessibility – M. Thompson/M. Pfaff
   7.2   Train-the-Trainer Update – T. Welsh

8. Next Meetings:
   - September 28, 2018 at 10 a.m. in Room 4380.

9. Adjourn – The meeting adjourned at 9:19 a.m.