

UNIVERSAL DESIGN COMMITTEE
Meeting Minutes
May 13, 2016

Present: B. Purdy, M. Marks, B. Reynolds, B. Olson, N. Newman, G. Fredericks, L. Baldwin, B. Graening, S. Cook, M.K. Pobocik, D. Bertch

Absent: J. Stasiuk, S. Reidenbach, K. O'Leary, P. Eagan, M. Hightree, L. Hoehle,

1. Call to Order – The meeting was called to order by D. Bertch at 11 AM.
2. Review and Approve Minutes of January 15, 2016 – The meeting minutes of January 15, 2016 were approved as distributed.
3. Review/Revise/Approve Agenda – None.
4. Updates/Announcements – None.
5. Business
 - 5.1 Software Accessibility Guidelines & Publisher Letter – B. Graening provided an overview of the presentation made to the Academic Leadership Council in February. To date there have been no recommendations made to the guidelines or letter. L. Baldwin agreed to send both the guidelines and letter to M. Collins, T. Hutchins, G. Mead, D. Lindsley, and J. Ratliff for final comments.
 - 5.2 Resource Bank of Accessibility Ideas – L. Baldwin reported that of those schools attending the MI AHEAD meeting no one was doing this. Some colleges/universities have developed newsletters which may include accessibility ideas. After discussion it was agreed that L. Baldwin would act as the “repository” of accessibility ideas for faculty interested.
 - 5.3 Captioning³
 - Standards – S. Cook shared the four overarching standards related to captioning. D. Bertch agreed to send out an email to faculty reminding them of the need to get videos used in the classroom captioned. Faculty will be directed to contact L. Baldwin in the Office For Student Access.
 - Repository – Not discussed. Will include as agenda item for next meeting.
 - 5.4 Bookstore/Textbooks⁵ Update – No report.
 - 5.5 Webpage⁶ Update – S. Cook/M. Thompson – S. Cook reported IT continues to work on resolving accessibility issues with the webpage.
 - 5.6 Moodle Accessibility – G. Fredericks shared that the college will transition to Moodle 3.0 for fall 2016. Her team continues to work on accessibility issues with the learning management system.
 - 5.7 Universal Design/Accessibility in the News – L. Baldwin provided those present with a couple of current articles related to DOJ regulations and Accessibility of State and Local Government Web Sites to People with Disabilities.
6. Other – G. Fredericks shared that she is currently investigating text to speech software called Read Speaker through Michigan Colleges Online (MCO). More to come.
7. Next Steps/Agenda Items – As stated.
8. Next Meetings:
 - September 23, 2016 at 8 AM, Room TBD
 - November 18, 2016 at 8 AM, Room TBD
9. Adjourn – The meeting was adjourned at 11:40 AM