# DACC Meeting Minutes

**Date:** November 20, 2013  
**Time:** 4:00-5:00 PM, **Location:** Bldg 70-109  
**Cal Poly Accessibility Web Site:** [http://accessibility.calpoly.edu/](http://accessibility.calpoly.edu/)

<table>
<thead>
<tr>
<th>Present:</th>
<th>Sally Anderson, Martha Cody, Joy Harkins (for Jean DeCosta), Trey Duffy (Co-Chair), Debbie Rice, Mark Hunter, Debbie Rice, Aric Shafran, Xi Wu,</th>
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<tbody>
<tr>
<td>Absent:</td>
<td>Campbell, Shaffer, DeBrum,</td>
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<td>Guests:</td>
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<td>Next Meeting:</td>
<td>Winter Quarter - TBD</td>
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## Decisions

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<th>Agenda Item</th>
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| **Agenda Item 1:** Service Animal Policy Motion (Hunter/Cody 2<sup>nd</sup>)  
The Service Animal Policy (V6. August 2013), with minor grammatical edits, was passed unanimously.  
Policy to be forwarded for CAP review. | Duffy |
| **Agenda Item 2:** Faculty/Staff Transportation  
DRC continues to receive requests for campus transportation assistance from faculty and staff. Committee reviewed and discussed the challenges and barriers to successfully accommodating faculty/staff in a student-run, student-funded campus service (refer to meeting handout). Committee gave the following guidance:  
- Dialogue with AFD and perhaps HR regarding shared financial responsibility if expanding service to include faculty/staff  
- Limit expansion to faculty/staff, not a service for campus events  
- Pilot for a period of time to evaluate impact on ability to meet student needs  
- Investigate impact of offering represented staff a benefit that could be eliminated if decision not to continue service to fac/staff is made  
- DACC guidance is to move forward cautiously and to expect support if service is expanded. | Duffy |
| **Agenda Item 3:** Physical Access Committee Report.  
Hunter commented that EO 926 specifies an HR have a representative on the DACC and now that D. Rice’s position and duties have been transferred to Rick Mgt. we no longer have n HR representative.  
By consensus the committee moved to support continuation of Risk Mgt. on the DACC, as well as an HR representative. | Hunter |
| **Agenda Item 4:** ATI Update  
Anderson reported we are reviewing the 2012 report, defining goals for this year and beginning use of Compliance Sheriff (HiSoftware Compliance Sheriff provides users with a means to monitor content for potential compliance issues). Audits will be forwarded to departments for review. | Anderson |
| **Agenda Item 5:** Campus Event Planning Guide  
Duffy shared that the DRC completed a [Campus Accessible Event Planning Guide](https://www.calpoly.edu/accessibility/tools-and-services/event-planning-guide) to assist departments with ensuring events are accessible. | Duffy |
| **Agenda Item 6:** DRC Update  
Duffy reported:  
1. [Transportation](#) | Duffy |
a. Later hours (extended from 5PM to 7 PM)
b. New vehicles (3, 1 Van, 2 carts)
c. iPads/Google docs for real-time schedule updates for drivers

2. **Testing Services**
   a. Open until 10PM, M-F.

3. **Peer Mentor Program**
   a. 2nd quarter, about three dozen participants

4. Autism Spectrum Project
   a. In first quarter, designing project
   b. Compliment to Peer Mentor Program with emphasis on students on the autism spectrum.

5. **CSU Policy on Services and Accommodations for Students with Disabilities.** Policy requires review every five years. The policy was reviewed over the course of the past year and the Systemwide Advisory Committee for Services to Students with Disabilities sent recommendations to the Chancellor. No major revisions made.