

# **Disability Access and Inclusion Committee (DAIC)**

## **Annual Report 2017-18**

### **Membership and Functions**

The mission of the committee is to discuss, monitor, and evaluate campus-specific issues relating to compliance with [California State University Executive Order 1111](#) and to produce Americans with Disabilities Act (ADA) compliance-related reports to the Chancellor's Office as requested.

As needed, DAIC members serve on the Accommodation Review Board (ARB) to resolve accommodation disputes in accordance with the "[Student Policy and Procedure for Resolving University 504/ADA Accommodation Disputes](#)".

### **Committee Activities and Actions**

In 2017-18, the DAIC continued to schedule meetings quarterly (two meetings were successfully held during the academic year). The following summarizes the committee's activities and actions this year:

**Committee Name Change** – The committee officially adopted "Disability Access and Inclusion Committee" as its new name this academic year after deciding on the change last year and receiving approval from the President's Office. This name represents a more inclusive approach to accessibility by the university (while still maintaining the charge of the committee).

**Committee Membership** – Proposed adding a student with a disability to the committee. A student, Jake Javier, was identified and will be officially added to the committee roster for the upcoming academic year. In addition, Juanita Holler will be added as the A&F representative, and Mike Hogan (current member) will be Facilities Management & Development rep on the new roster. Maneesh Kumar of ITS will also be added as a member to next year's roster after attending as a guest during this past year. Blanca Martinez-Navarro will continue to serve as the Dean of Students representative.

**DAIC Website** - To maintain committee transparency, DAIC members collaborated on updating the [DAIC website](#) to show the new committee name, to accurately reflect current committee members, and to include meeting agendas

and minutes. The website will be regularly updated following each committee meeting throughout the year.

**Disability Awareness** - DAIC members were involved in bringing the [Allies for Inclusion: The Ability Exhibit](#) to campus for 3 days in October in commemoration of National Disability Employment Awareness Month. This traveling, interactive exhibit came to Cal Poly as a result of a collaborative effort between the DRC and Kennedy Library and thanks to generous funding from the Diversity Funding Committee and all six colleges. Visitors to the exhibit learned about various disabilities, disability rights history, types of accommodations, universal design, and inclusive language. The DRC added a station to the exhibit called “Student Voices: Disability Experiences at Cal Poly” where visitors could hear brief anonymous audio recordings (with captions) made by DRC students. Approximately 100 people signed the guestbook and wrote positive feedback about the exhibit.

**DAIC Workgroups** – Several workgroups were created to help the committee make regular progress towards meeting project goals identified during DAIC meetings. The following workgroups were created:

1. Accessible signage (indoors/outdoors)
2. Inclusive Design Champions (Note: This year’s President’s Diversity Awards included an “Excellence in Inclusive Design” award for the first time ever. The intent of this award and the Inclusive Design Champions workgroup is to raise awareness about the importance of inclusive/universal design and support efforts to apply inclusive design principles across campus.)
3. ADA Transition Plan
4. Physical Accessibility issues
5. Global Accessibility Awareness Day (GAAD) Planning

Most of the DAIC members have already signed up for at least one of these workgroups. Non-DAIC members are also encouraged to join. Meetings have been scheduled for the summer so as to keep momentum going leading up to the new academic year.

## **Physical Access**

DAIC committee members met with Juanita Holler, Associate VP Facilities Management and Development, to develop a plan to resume meetings of the Physical Access Subcommittee and revisit Cal Poly's ADA Transition Plan. According to Executive Order 926, all CSU campuses are charged with regularly updating their ADA Transition Plans so that they reflect current status. Juanita reported that the Chancellor's Office may have funding to help campuses update their Transition Plans (e.g., via new accessibility audits). She is advocating for Cal Poly to receive funding for this purpose. It was also decided that the Physical Access Subcommittee would function as a workgroup going forward.

## **Accessible Technology Initiative (ATI)**

DAIC was regularly updated on campus and CSU activities and plans towards achieving goals in the three ATI priority areas: Web Accessibility, Instructional Materials and Procurement.

With regards to Web Accessibility, committee member Craig Shultz reported that Compliance Sheriff scans of over 355 public facing webpages have been completed this year. Web accessibility training courses for faculty/staff have been developed for Skillsoft. Craig also created playlists for digital accessibility how-to videos that are available to faculty/staff via the campus Lynda.com subscription. Creation of a Wiki page with digital accessibility resources is underway with targeted completion in fall quarter.

On May 17<sup>th</sup> and 18<sup>th</sup>, Cal Poly celebrated [Global Accessibility Awareness Day \(GAAD\)](#) for the third straight year by inviting the campus to participate in various activities that highlight the importance of digital accessibility. Several DAIC committee members participated in a workgroup that organized GAAD events on campus. The two-day mini conference was highlighted by a keynote presentation from internationally-renowned digital accessibility expert Derek Featherstone on the 17<sup>th</sup> followed by 3 workshops on digital accessibility on the 18<sup>th</sup>. All GAAD events enjoyed good attendance, with the keynote attracting 260 attendees comprising students, faculty, staff, and community members. Detailed metrics and survey results can be found on the homepage of the [Cal Poly Accessibility website](#).

Annual progress reports were submitted to the Chancellor's Office in November and aggregate data from all campuses was returned to the campus in June.

Cal Poly continues to make great progress in Web Accessibility and Procurement. Instructional Materials is receiving increased attention and making progress toward meeting ATI goals, as evidenced by the following: the hiring of an Instructional Specialist for Accessibility (Pam Dougherty of CTLT) in August 2018; the creation of an **Instructional Materials Accessibility Plan (IMAP) Steering Committee** in Spring 2018 (one of the key 2018 goals in Cal Poly's most recent ATI Report to the Chancellor's Office); and the continuation of the MIDAS pilot project (supporting faculty in document accessibility remediation) during Summer 2018.

### **Continuing Issues and Action Items**

1. ADA Transition Plan: Review Cal Poly's ADA Transition Plan and develop a game plan for removing barriers that have been identified and require removal. Organize meetings of the Physical Access workgroup on a regular basis (at least quarterly) throughout the year. Explore new ways for campus members and visitors to report access barriers they encounter.
2. ATI Steering Committee: Cal Poly's ATI Steering Committee has been inactive for the past several years. It is important to resurrect this committee as soon as possible in order to satisfy ATI directive requirements and monitor campus progress towards meeting digital accessibility goals.
3. Instructional Materials: Review the results of the MIDAS pilot project (Making Instructional Documents Accessible to Students) from two summers, which aimed to increase access to instructional materials for students with disabilities per a Student Affairs strategic plan initiative. Consider options for university support of the MIDAS program, along with a companion program to provide faculty assistance for captioning instructional videos. Discuss new organizational and funding options for address digital accessibility campus-wide, particularly in the area of accessible instructional materials.
4. Motorized scooter loaner program: CSU-Long Beach has shared its experiences and materials for its motorized scooter loaner program for disabled students. Goal for this academic year is to work with risk management to implement our proposed motorized scooter loaner program for disabled Cal Poly students and monitor its effectiveness.

5. Guest/Visitor/Employee Accommodations: There needs to be clarity on the responsibility for ensuring accommodations are provided to guests/visitors. While Cal Poly's practice has been that each department is responsible for responding to the needs of visitors/guests for their programs and activities, there is no university policy or protocol to confirm this duty.
6. Faculty/Staff Transportation: DRC continues to receive requests for campus transportation assistance from faculty and staff. The DRC service is funded and set up to serve only students. This request still warrants further committee attention in the new academic year.
7. Kennedy Library renovation: Anticipate and plan for any accessibility issues that may arise during the Kennedy Library renovation, from both physical and digital access perspectives.