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| **Accessibility Committee** | ***Friday, August 29, 2025***  *12:00-1:00 pm* | *Zoom* |
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| **Members Present** | Gregory Sly, Susan Trist, Nichole Paul, Smriti Bhattarai, and Jeffrey Erickson | |
| **Members Missing** | Rachael Schneider, Troy Wadsworth, Irene Jen Schiller, Hilda Villafana, Justin McMenomy | |
| **Guests** | Scott Morrison | |

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| **Agenda Topic** | ***Designate Recorder*** |
| **Action Taken** | *n/a* |
| **Summary of Discussion** |  |
| **Assignments/Potential Agenda Items** | Minutes for 8/29/2025 were recorded by Susan Trist.  Minutes for the remainder of the year will be: September (Smriti), October (Jeff), November (Justin), December (Nichole), January (Irene), February (Rachael), March (Greg), April (Hilda), and May (Troy) |
| **Comments/Information** |  |
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| |  |  | | --- | --- | | **Agenda Topic** | ***Approve Minutes from May 2025 meeting*** | | **Action Taken** | *First: Nichole Paul; Second: Greg Sly* | | **Summary of Discussion** | May 2025 Minutes were approved by committee | | **Assignments/Potential Agenda Items** | N/A | | **Comments/Information** |  | |  |  | | |
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| **Agenda Topic** | ***WCAG Accessibility update—Susan*** |
| **Action Taken** | *Informational* |
| **Summary of Discussion** | No relevant information to report to the committee. |
| **Assignments/Potential Agenda Items** |  |
| **Comments/Information** | No Comment was given |

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| **Agenda Topic** | ***Accessibility Lead update—Greg, Winnie, and Scott*** |
| **Action Taken** | *Informational* |
| **Summary of Discussion** | Greg and Scott provided updates.  In the LAS division, Cecelia has been briefed on the role of Accessibility Lead faculty and has referred several faculty members to Scott and Winnie for assistance.  Greg presented to WCTE faculty and the new interim director during welcome back week to review accessibility and the role of leads.  Discussion regarding where short informational videos can be stored—suggestions from Nichole: Center for Teaching and Excellence or the Faculty Development course. Resources may be stored in multiple places.  Susan advised the committee that it is uncertain who the representative will be from NAH. Susan will connect with Audrey to inquire.  Leads will schedule their first meeting of the semester soon. |
| **Assignments/Potential Agenda Items** | None was discussed |
| **Comments/Information** |  |
| **Agenda Topic** | ***Set dates/times for the remainder of the Fall semester.*** |
| **Action Taken** | *Informational* |
| **Summary of Discussion** | Meetings will occur on the 3rd Friday of the month at 2pm via Zoom except for December. Dates are: 9/19/25, 10/17/25, 11/21/25 and 12/12/25. |
| **Assignments/Potential Agenda Items** |  |
| **Comments/Information** |  |
| **Agenda Topic** |  |
| **Action Taken** |  |
| **Summary of Discussion** |  |
| **Assignments/Potential Agenda Items** |  |
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| **Agenda Topic** |  |
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| **Summary of Discussion** |  |
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| **Action Taken** |  |
| **Summary of Discussion** |  |
| **Assignments/Potential Agenda Items** |  |
| **Comments/Information** |  |

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| **Agenda Topic** | ***Public Comment (Discussed by the committee)*** |
| **Action Taken** | *Informational* |
| **Summary of Discussion** | Jeff mentioned that Kathy Strain may be a suitable committee representative from the Facilities department to address physical accessibility compliance concerns. |
| **Assignments/Potential Agenda Items** | Susan will reach out to Kathy. |
| **Comments/Information** |  |

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| **Meeting Adjourned** | ***Adjourned at 12:23 pm*** |
| **Action Taken** | *Adjournment by group consent.* |
| **Summary of Discussion** | N/A |
| **Assignments/Potential Agenda Items** | N/A |
| **Comments/Information** |
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