

## Meeting Minutes from 24 August 2022

In attendance:

Colleen Donnelly, Thorsten Spehn, Linda Fried, Maureen Melonis, Christine Sargent, Jenny Fox, Mariana Prestigiacomo

Thorsten

1. Vote on Colleen as chair and vote on Linda as vice-chair and secretary. Both affirmed unanimously
2. Minutes from May approved.
3. Jenny Fox is sitting in for Amy this semester.
4. Student group: Colleen thinks this will start this year. A couple of students have expressed interest and the symposium may help to identify a group to get it going.
5. Student assistant for symposium is Stephanie Emilio.
6. Jenny Fox is directing Gabriel Gates' EdD on an assessment of disabled students' experiences at UCD that will be available in the spring for us to reference. Gabe and Stephanie will also be taking notes at the symposium.
7. Antonio Farias is supposed to be creating a parallel group to the Hispanic, Asian, and Black groups that report to ESI (Equity Serving Institute) as a Disability Student Group, as a vice chancellor group. DRS will not be involved, but CETL, IT, TPIS, CFDA, student representatives, and the DIS committee, will be part. Colleen is currently tasked with the charge at this time.
8. Funding for the symposium offered from CETL, CLAS DEI, President's Fund, and Vice Chancellor Antonio Farias
  - a. We voted to hold on to extra money from Antonio in case it is needed
  - b. We voted to give back the CLAS DIIF money as there are too many restrictions and requirements
9. Noted that there have been many staff changes at Cvent and a few of our speakers/coordinators for the symposium. We are dealing with these bumps in the road.
  - a. Symposium registration starts on 22 September. We will need a dry run set up with CART and IT.
10. No other additions to new business

Symposium:

1. Colleen has distributed schedule
2. Maureen discussed how the introductory slide is often a problem, often because the presenters just want to get into their talk,

3. Christine recommended just adding it to chat, as well as putting information about our website. We will do that at the 30 minute mark. These will be added at the 30 minute mark.
  - a. Room monitors will add to chat
4. Cohosts will make sure that the opening slide is up, IT (and CART) is running properly, start the introductions, call on any hands that are raised (if there is that method available)
5. Room monitors will provide links, monitor chat, make sure room, IT, etc., is continuing to run properly
6. Open seminars will NOT be recorded, so people will have a safe space to speak. **Note: In student open session, the opening slide and opening remarks will need to include this for students only**
7. Visual dry run through being set up
8. Session cohost established
9. Look into ASL requirements
10. Registration
  - a. Inviting all groups
  - b. Not restricted to UCD, but outside persons should be by this group's invitation only. We must ask that these be limited to 10 people, unless they have Colleen's permission, due to contract restrictions.
  - c. Not fully public because of speech restrictions from keynote presenters
11. Approximate budgeting
  - a. IT \$1k
  - b. Lydia \$1k
  - c. Carte \$4k
  - d. Stephanie \$1k
12. Updated agenda will be sent out

Additional Business:

1. State starting commission on access
2. Jenny forwarded another name

Next term:

1. Handivan access
2. ADA accommodations
3. Campaign on hidden disabilities

## Meeting Minutes from 7 September 2022

In attendance:

Colleen Donnelly, Thorsten Spehn, Linda Fried, Maureen Melonis, Christine Sargent, Jenny Fox, Mariana Prestigiacomo

Thorsten

1. Vote on Colleen as chair and vote on Linda as vice-chair and secretary. Both affirmed unanimously
2. Minutes from May approved.
3. Jenny Fox is sitting in for Amy this semester.
4. Student group: Colleen thinks this will start this year. A couple of students have expressed interest and the symposium may help to identify a group to get it going.
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Next term:

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2. ADA accommodations
3. Campaign on hidden disabilities

**PLEASE REGISTER FOR THE SYMPOSIUM EVEN IF YOU HAVE A COHOST ROLE.**

28 September Meeting Minutes:

In attendance:

Colleen Donnelly, Thorsten Spehn, Linda Fried, Maureen Melonis, Christine Sargent, Mari Prestigiano, Vivian Aranda-Hughes

1. Introduced Vivian
2. Colleen spoke on the trial run with CARTE. CARTE is very cumbersome. Co-host code will be sent.

The dry run is 19 October at noon on zoom. The zoom session number is 99121637556.

We have been assigned Business Building 2100 for the live sessions on Thursday afternoon. Starbucks at 8<sup>th</sup> and Colorado has graciously agreed to give us a coffee traveler for those events.

Lots of staff have registered, but some people are signing up for the student session, even though they are not students (they are staff/faculty). That session will be closed to non-students, and the earlier faculty/staff session will be closed to students. Accommodations are available, but we are waiting to see if someone requests them before adding specific ones in. We are also getting outside requests and are approving small groups. We discussed the opening slide. Suggested that it fit without scrolling. Chris again brought up topic of sign language, but no one has yet requested this accommodation.

Reports from open forums is becoming very important to help us get more data and information (Remember all the changes after the 2019 study).

Colleen has a list of room monitors/hosts which are at the end of this memo.

Christine suggested that we add verbal support with image description.

When you do zoom, you introduce yourself and give best practices. Here's the link:

<https://www.americananthro.org/PresenterGuidelines?navItemNumber=25124>

1. There is a referendum going to FA to change the name to Disability, rather than Disabilities.

## 2. ADA:

New ADA administrator, Reba Yount, who really wants to work with us. She will be joining us next term for meeting(s). UCD ADA standards are questionable, and the language is both wrong and discriminatory. Chris was queried on this by Colleen and his response was that he "thought" we were ADA compliant.

Boulder has a ten page document, UCCS has multiple pages, but UCD tried to collapse staff and faculty into a single document. There is no Uni policy to support faculty and staff needs at UCD; you are directed back to your department for funds. With the limited funds each department has, and with the stigmatization of having (often) hidden disabilities exposed, making faculty go to their primary units for things like stools is a violation of ADA and HIPAA, plus it forces requestor to draw monies away from their primary units. One problem is that our employees were originally included in with Anschutz.

It is suggested that we help Reba rewrite Boulder's standard to make it friendly, engaging, and then to ensure that the policy is set in place. Reba can pull down Boulder's policy and then contact ADA administrator and we can work on the page next semester. We need to confirm with legal that the policy is ADA compliant. We need to change the perception of ADA. Most have had bad experiences. We need to look at some kind of feedback or reporting of experiences going through the process.

## 3. Facilities:

Fred Gibson and Carrie Fisher were stating that there is no ADA compliance problems, until we pointed out that those that exist become a risk management problem.

4. New Access Operational Taskforce: Colleen wrote the charge. Antonio Farias has created a group for VC and EDI access, with CETL, FAS, students, and different offices beyond the faculty group. We will have opportunities to influence and work with the group. Colleen wrote the charge for the taskforce.

## 5. Hidden disabilities funding was raised as a project for spring term.

We cannot get a url for our own website. Only DRS can, because they post for Disabilities. We need to elevate our page so that it comes up, but we really need our own UCD url. Our site counters the incorrect ADA message. The new access group may be able to help with this.

## CO-HOST CODES AND SCHEDULE:

[Colleen.donnelly@ucdenver.edu](https://ucdenver.zoom.us/j/93304847604?tk=IH8jZjDCleGQIUtV4tUHg5VeoRwM_t8cvomsa2aEcO8.DQMMAAAVuWb89BY5X0loS2VFYVItR1dSYVZ5UIFPQ2dRAAAAAAAAAAAAAA) – [https://ucdenver.zoom.us/j/93304847604?tk=IH8jZjDCleGQIUtV4tUHg5VeoRwM\\_t8cvomsa2aEcO8.DQMMAAAVuWb89BY5X0loS2VFYVItR1dSYVZ5UIFPQ2dRAAAAAAAAAAAAAA](https://ucdenver.zoom.us/j/93304847604?tk=IH8jZjDCleGQIUtV4tUHg5VeoRwM_t8cvomsa2aEcO8.DQMMAAAVuWb89BY5X0loS2VFYVItR1dSYVZ5UIFPQ2dRAAAAAAAAAAAAAA)

[Linda.fried@ucdenver.edu](https://ucdenver.zoom.us/j/93304847604?tk=mJQBTP6FkxRs2rIK5rk_KCfSBSv0EkrYUccvrxFKTo4.DQMMAAAVuWb89BZXZEZfeTdUUIIN5UzdYb0ZDNUphQk1RAAAAAAAAAAAAAA) – [https://ucdenver.zoom.us/j/93304847604?tk=mJQBTP6FkxRs2rIK5rk\\_KCfSBSv0EkrYUccvrxFKTo4.DQMMAAAVuWb89BZXZEZfeTdUUIIN5UzdYb0ZDNUphQk1RAAAAAAAAAAAAAA](https://ucdenver.zoom.us/j/93304847604?tk=mJQBTP6FkxRs2rIK5rk_KCfSBSv0EkrYUccvrxFKTo4.DQMMAAAVuWb89BZXZEZfeTdUUIIN5UzdYb0ZDNUphQk1RAAAAAAAAAAAAAA)

[Thorsten.spehn@ucdenver.edu](https://ucdenver.zoom.us/j/93304847604?tk=eveTRmBwsYgWtbLIV6XzA4OAxAtVIUpjUAUx8whHR8.DQMMAAAVuWb89BY4R1gwSDVTYVRteWfaYVI2eDNWa2t3AAAAA) – <https://ucdenver.zoom.us/j/93304847604?tk=eveTRmBwsYgWtbLIV6XzA4OAxAtVIUpjUAUx8whHR8.DQMMAAAVuWb89BY4R1gwSDVTYVRteWfaYVI2eDNWa2t3AAAAA>

[Maureen.Melonis@ucdenver.edu](https://ucdenver.zoom.us/j/93304847604?tk=UOQfLuP6j9S9zHF-u-OeM-EfCX4V_3KIOQE7eAP65DA.DQMMAAAVuWb89BZOdHR1d0xQVVJGS1pCVk1vOEVGbUR3AAAAA) – [https://ucdenver.zoom.us/j/93304847604?tk=UOQfLuP6j9S9zHF-u-OeM-EfCX4V\\_3KIOQE7eAP65DA.DQMMAAAVuWb89BZOdHR1d0xQVVJGS1pCVk1vOEVGbUR3AAAAA](https://ucdenver.zoom.us/j/93304847604?tk=UOQfLuP6j9S9zHF-u-OeM-EfCX4V_3KIOQE7eAP65DA.DQMMAAAVuWb89BZOdHR1d0xQVVJGS1pCVk1vOEVGbUR3AAAAA)

[Christine.Sargent@ucdenver.edu](https://ucdenver.zoom.us/j/93304847604?tk=Oor6VLQ_ag1Ps1zJFhX4J2YFNmoHxtd73M15rhv8qMw.DQMMAAAVuWb89BZ1WHpnQXc1ZFNGbWtndDJzNIJmNkFRAAAAAA) – [https://ucdenver.zoom.us/j/93304847604?tk=Oor6VLQ\\_ag1Ps1zJFhX4J2YFNmoHxtd73M15rhv8qMw.DQMMAAAVuWb89BZ1WHpnQXc1ZFNGbWtndDJzNIJmNkFRAAAAAA](https://ucdenver.zoom.us/j/93304847604?tk=Oor6VLQ_ag1Ps1zJFhX4J2YFNmoHxtd73M15rhv8qMw.DQMMAAAVuWb89BZ1WHpnQXc1ZFNGbWtndDJzNIJmNkFRAAAAAA)

[Mariana.Prestigiacomo@ucdenver.edu](https://ucdenver.zoom.us/j/93304847604?tk=O3J39_KNzrtPg fSMVf6VZPnIVWkKbfz-Q4Ec8dcEzaM.DQMMAAAVuWb89BZUYks3X2V6M1N3cW02YUtLNjNXRG1nAAAAA) – [https://ucdenver.zoom.us/j/93304847604?tk=O3J39\\_KNzrtPg fSMVf6VZPnIVWkKbfz-Q4Ec8dcEzaM.DQMMAAAVuWb89BZUYks3X2V6M1N3cW02YUtLNjNXRG1nAAAAA](https://ucdenver.zoom.us/j/93304847604?tk=O3J39_KNzrtPg fSMVf6VZPnIVWkKbfz-Q4Ec8dcEzaM.DQMMAAAVuWb89BZUYks3X2V6M1N3cW02YUtLNjNXRG1nAAAAA)

## Schedule

### *Day 1*

9:00-10:15 Keynote Lydia Brown -- CART and RECORDED.

Webinar): <https://ucdenver.zoom.us/j/93304847604>

10:30-11:45 Breakout session with Lydia Brown -- CART AND RECORDED

(Webinar): <https://ucdenver.zoom.us/j/93304847604> (same as 9 am session)

1:00-2:15 Student and Faculty sessions on accessibility tools (Emily Barber and Amy Arnold) – CC and recorded. <https://ucdenver.zoom.us/j/97045100317>

Cohosts: faculty room and student room Gasell and Arnold

Room monitors: Mari (students) and Linda (faculty)

2:30-3:45 Panel discussion on new and expanding modes of student assessment. (Michael Greene, Colleen Donnelly, Amy Hasinoff and Dennis DeBay -- CC and recorded.

<https://ucdenver.zoom.us/j/92380256073>

Beyond papers and testing, different types of assignments and modes of student evaluation

Host: Jenn

Room monitor: Mari and Linda

## *Day 2*

9-10:15 Neurodiversity – Different ways of thinking and allowing students to demonstrate their mastery – Sara Sanders Gardner -- CART and recorded <https://ucdenver.zoom.us/j/93304847604>

10:30-11:45 – Breakout with Sara Sanders Gardner with faculty on techniques, tools, assessment methods -- CART and recorded. <https://ucdenver.zoom.us/j/93304847604> (same as 9 am session)

Introduced by VC Chancellor Antonio Farias

Both sessions --Cohosts: CART (Visible Voices) and Thorsten.

Room Monitor: Maureen and Colleen

1:00-2:15 -- Open forum – Faculty session on needs, concerns for themselves and as teachers (DisCom member take notes and facilitate, not recorded). <https://ucdenver.zoom.us/j/96347608742>

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Host: Linda Fried

Room Monitor: Chris and Colleen



2:30-3:45 -- Open forum -- Jenny Fox (SEHD) facilitated session for student on their issues and concerns, potential advocacy on campus etc. (not recorded, notetaker to share concerns, ideas etc. with FA Dis Comm). <https://ucdenver.zoom.us/j/92913018787>

Host: Jenny Fox

Room Monitor: Stephanie Emelio and Gabriel Gates

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Cohost: 1) responsible for introductions

2) making sure slide is up at the beginning that identifies session, hosts & sponsors, our website etc. (to be readied by the committee & hosts responsibility for their session).

3) If questions are taken by “raised hand,” calls on participants

Room monitor: 1) monitors chat, reads questions from audience

2) provides links for information in chat to participants (info from intro slide as half-mark as well, FA DIS page)

3) Makes sure zoom, cc, recording etc. in set-up and running

4) In open forum for students and faculty takes notes on suggestions, concerns, ideas discussed to be forwarded to the DisComm

Dry run Oct. 19<sup>th</sup> noon

Here is the Zoom webinar attendee link. Thank you. <https://ucdenver.zoom.us/j/99121637556>



## Minutes of November 2022 Meeting

### Present:

Colleen Donnelly

Vivian Aranda-Hughes

Mari Prestigiano

Christine Sargent

Thorsten Spehn

Maureen Melonis

Discussed the success of the Conference

Raised topics for next term:

- Handivan

- Digital PDFs

- Faculty accessibility tools (including stools and podium heights)

- Student groups

- Campaign for hidden disability and visibility

- Members at large (non-voting positions)

- Working with other groups and departments on campus

- ADA committee (Reba) wants to work with us (Colleen)

What is a hidden disability? Work with ADA committee on this.

Colleen shared information on sessions and slide decks, and that they should be ready in a week or so to upload for access.

Thorsten asked if there was another group to work with other than DRS?

Discussed problems in the classroom re: accessibility

## Meeting Minutes 31 January

Present: Colleen Donnelly, Reba Yount, Maureen Melonis, Vivian Aranda-Hughes, Thorsten Spehn, Sophie Clark, Christine Sargent

Minutes approved.

Reba addressed us. She raised issue that there needs to be a better overhaul of the site.

We raised issue that it is unclear what is the responsibility of each group? Need to help supervisors determine what level of accommodation are needed. "Supervisors" don't need to be and shouldn't be experts, but they need to meet the legal requirements. Perhaps a centralized budget to help people get accommodations as opposed to individuals or departments? The institution needs to be responsible for making accommodations. There have been two lawsuits in the past few years that ruled this way. Also, there is no longer opacity in the HR Department. The website is down. What is the specialized training for ADA?

Colleen suggested that they need to collaborate with faculty to get the information that is needed.

Christine noted that there is no longer a site. What was posted states that it was the primary unit's responsibility, but legally it is the University.

Ideas forwarded to improve this are posters and emails. Given the budget constraints, there are a heap of problems to deal with.

Reba wants information on the problems, specifics, but also creating a space and information for supervisors so that they can more properly interact.

We raised questions about the correctness of the information, what is being shared with supervisors, and what supervisors are being advised are their roles and advised interactions.

Issue of stools and podiums in UCD run classrooms:

How do we get things fixed? Having stated this, Reba will probably find it easier than us to get information from AHEC/facilities, because we hit a brick wall. What actually does fall to AHEC and what falls to the University?

Issue: Are disability resources available across all buildings and rooms?

Thorsten suggested a CFDA accessibility workshop, to move people from the biomedical model (compliance) to social justice (accessibility).

We agreed to invite Reba back, regarding the website, education, and hidden disabilities.

For next meeting:

Try to accomplish a start into the visible and hidden disabilities poster contest, etc.