

Committee Minutes

ADA Planning Team

October 22, 2015, 2:00 p.m., ADM 170

Members present: Robert Antill (S), Sheila Cameron (S), Chris Diorietes (A), Susan Ellis (A), Bill Griffin (A), Antonio Jackson (A), Rosemary Kelly (A), Cynthia Massie (S), Margarete Morley (S), Carrie Nance (S), Linda Novak (A), David Smith (F), Krista Smith (S), Darlene Wood (A)

Legend: (A= Administration, F = Faculty, S = Staff)

Members absent: Cindy Burns (A), Louanna Castleman (S), Mallory Cerda (S), David Sullivan (A)

Legend: (A= Administration, F = Faculty, S = Staff)

OLD BUSINESS: The 5-year ADA compliance initiative from the NCCC Systems Office was reviewed for new members in attendance.

NEW BUSINESS: FTCC's updated 5-year ADA Accessibility Plan was discussed at length. The focus, goals and timelines for each year of the plan were presented and agreed upon by the committee. Responsibility for completing each goal of year 3 (2015-2016) was assigned.

Actions/Activities/Assignments before next meeting: The Accessibility Plan will be updated to include facilities. The webmaster, a representative from Media Services and a representative from the Business Office will be added as members of the committee. The following assignments were made: Blackboard accessibility review (David Smith); Formal website review (Mary Mitchell); Mandatory online accessibility training course (David Smith and Carrie Nance); Review of procurement policies (representative from the Business Office)

Next Meeting: December 16, 2015 at 3:00 p.m. in ADM 170

Adjournment: October 22, 2015 at 3:00 p.m.

Minutes Prepared by: Carrie Nance 10/23/15

Minutes Approved by: <<Enter Name and date>>

Minutes submitted to Office of HR & IEA for Web Page Posting: October 23, 2015

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