The Committee Members present were: Saralyn Mitchell, Juliana Cislo, Lisa Philippart, Janet Dorning, Suzanne Sims, Steve Clark, Jessica Baker (student), and Mike Essary

Minutes: The minutes for the November 28, 2017 meeting will be reviewed online and corrected/revised.

I. Welcome & Introductions

II. Approval of Minutes from November 9, 2016 Fall meeting- minutes were presented by Saralyn Mitchell. Suzanne Sims motioned to approve the minutes and Lisa Philippart seconded the motion. Motion carried to approve the minutes.

III. Statistics Report- Juliana Cislo
   a. 88 students were registered with DS for Fall semester (38- Arts & Science, 21- College of Business, 21- College of Education, 1- Non Degree)
   b. 169 Accommodation letters were sent out in Fall 2017

IV. Barriers Report- Saralyn Mitchell
   a. A student had difficulty parking on the far side of Waters Hall. The parking spaces have been repainted and temporary signs were set up.
   b. Accessible parking at Founders Hall was blocked by painters. The issue was temporary due to the painters blocking off the accessibility parking spaces.
   c. A complaint was placed about the restrooms in the student center not being Accessible. (Community complaint)

V. Workforce Recruitment Program- Saralyn Mitchell
   a. WRP has shown great success for students with disabilities gaining employment
   b. 15 students were interviewed by federal recruiters for internships

VI. Accessible Technology & Information Update- Steve Clark
   a. Focused on Accessible Technology such as Doc Soft and Ally
   b. Ally will flag information such as images and word files based on their level of accessibility.
   c. Ally offers suggestions on how to improve an item’s accessibility.
   d. A concern was presented about items such as the honor code being flagged for its accessibility.
   e. Using blackboard, students are given the opportunity to access audible recordings of lectures. These classes are being prioritized by need.
VII. Accessible Parking- Saralyn Mitchell
   a. Parking spaces have been repainted at Waters Hall
   b. Crosswalk was painted across from the gym

VIII. Mental Health Counseling Referrals
   a. Lisa Philippart is available for mental health counseling. She would like for students to be referred to her for this service.
   b. Students with psychological needs would benefit from her counseling. She also offers counseling for test anxiety, which would benefit all students.
   c. Lisa is on campus two days a week, but is flexible when needed.

IX. New Topics
   a. Name change from Disability Services to Office of Accessibility Services
   b. The name change will be presented gradually over a six month period.
   c. An email about Juliana and the new office location will be sent out this week.

X. Next Meeting will be in Spring 2018

**Adjournment:** The committee adjourned at 10:45