

Minutes from January 4, 2019:

Present:

Tim
DeAnne
Josh
Kym
Mary Ann
Jake
Rhonda
Chelsea
Karrie

Absent:

None

Excused:

Al

Work group updates:

1. Leadership development – two proposals
 - a. A plan to visit Highline College and RTC in late Feb/early March was approved. Highline can be considered a leader, and RTC has made substantial progress and will give the perspective of a technical college.
 - i. Kym has volunteered to coordinate the visits after she returns from China.
 - b. A plan to have a retreat, lunch, and potentially a facilitator, paid for by the grant. Coordination TBD
2. Action plan converted to a checklist
 - a. Karrie learned the hard way that actual checklists are not accessible, since the boxes are images. Change and adaption usually hinge on small, yet critical details. This was a learning event for all of us.
 - b. Karrie had the insight that accessibility is a spectrum skill, similar to IT, and not a fixed skill.
3. Bylaws
 - a. Mary Ann presented a draft of the bylaws. Consensus came to the following:
 - i. 1-2 page preferred, with the following areas:
 1. Mission, Values, Goals, Members (roles).
 - ii. DeAnne will ask the College Cabinet who this committee reports to – the president, college council, or other.
 - iii. Josh will send summarized edits to Mary Ann
4. Survey
 - a. Tim met with Jon Bolas to finalize survey
 - i. Survey will be launched the Wednesday of MLK week
 - ii. Survey will be open for 1 week
 - iii. Kym and Josh will notify the dean's group to ensure front line staff complete the survey
5. Advocacy
 - a. Karrie will invite the following to our Feb 1st meeting:
 - i. Bob Roehl
 - ii. Christina Nelson

- b. Josh spoke to Bob. Bob gave info to Rhonda regarding accessibility.
 - i. Josh will confirm the meeting time for Rhonda to attend
 - c. Jake agreed to complete the web page before the March BAT meeting
6. BAT meeting
- a. Group agreed to present to BAT for the March 12th meeting.
 - i. Tim volunteered to contact Pam
 - ii. Group agreed to all be there for the presentation. Tim and DeAnne will present to BAT, the committee will all attend for moral support.
 - b. BAT meeting outcomes
 - i. Website
 - ii. Survey results
 - iii. Bylaws

Meeting adjourned at 9:50