

# ACCESSIBILITY COMMITTEE MINUTES

Date: 4/1/2022

Time: 9:00am-10:00am

Facilitator: Tim Trussler

## In Attendance

Tim Trussler, Colin Dory, Chelsea Lindquist, Wyatt Simmons (ASG Rep), Karrie Zylstra, Marcus Harvey, Mary Ann Keith, Dee Nelsons, DeAnne Hamilton, Brian Umpstead , Michelle Reid

### 1.) ctcLink

The state is doing extensive accessibility checking with implementing ctcLink.

- Student Accessibility – Chelsea Lindquist is working on getting more information out in ctcLink to students. All info should be available on the website and there will be continued efforts to build the required info needed as well as ensure students are kept inside the loop.
  - Karrie Zylstra suggests reaching out to students during summer quarter to see how they're doing with ctcLink.
  - Michelle Reid mentions that a big challenge is a lack of computers. The library is currently in the process of obtaining more computers.
- Goals – The main goal is to ensure faculty and staff are trained up on how to use ctcLink in order to assist students with basic questions.

### 2.) Library Liaison Position

A workgroup has been proposed to get a handle on what the library team knows and how to handle messaging. Messaging will have to go through Communications, and the workgroup will meet with Tim to establish parameters. However, due to the ctcLink implementation, this will likely be put on hold until after the switch-over is complete.

### 3.) Student Assistance

What works best to train students how to use accessibility tools?

- Accessibility Hub Website – The Accessibility Hub exists on the website for both students and staff.
- Library Services – Basic services like access to textbooks.
- Screen-reader Assistance – Karrie Zylstra would like to find more ways to help students learn how to use screen-reader programs available to them.
- Accessibility Survey – Mary Ann Keith suggests it may be time to have students fill out another accessibility survey. What would they be interested in having trainings on? What areas do they need assistance on?

#### 4.) Webpage

The Accessibility Hub exists for both students and staff to provide a central hub of resources. It is

- Proposal to put student resources (or include a link?) under library resources to make the webpage easier to find.

#### 5.) Next Meeting

- a. The next meeting will be held May 6<sup>th</sup>.