

# ACCESSIBILITY COMMITTEE MINUTES

Date: 5/15/2020

Time: 9:00am-10:00am

Facilitator: Tim Trussler

## In Attendance

Tim Trussler, Rhonda Sample, Chelsea Lindquist, Agnes Figueroa, Colin Dory, Josh Clearman, DeAnne Hamilton, Karrie Zylstra

### 1.) Captioning

Required for accessibility. According to the law, captioning has to meet accommodation standards. If requested by a student, the instructor must provide captioned videos.

a) Some current issues:

- People are requesting captioning for two-hour Zoom lectures that may not be useful for future quarters.
- The requests for captioning has shot up the costs.
- Captioning is a very time-consuming process that may not be feasible for instructors in all situations.

b) Captioning Goals:

- Prioritize “evergreen” content over disposable lectures – short videos that can be used quarter after quarter.
- Spread awareness of other captioning options, such as via Zoom, Panopto, and Microsoft Office.
- “Disposable” content – such as Zoom lectures – may be auto-captioned unless further accessibility standards must be met.

### 2.) Resource List

- a) Computer Upgrades – All campus computers can be updated remotely, and IT is now able to offer remote assistance to instructors.
- b) Program Standardization – It’s increasingly becoming difficult for students to use different programs for different classes. As Agnes Figueroa points out, now would be the best time to make standards for all instructors to follow.

- Karrie Zylstra suggests limiting the number of platforms and tools to just a few for ease of use for both instructors and students.
  - Though the OLC offers content, they do not offer templates, as each program has very different goals and standards to meet.
- c) Spreading Awareness of Available Resources – Bates provides many helpful tools for instructors and students when it comes to accessibility, such as ReadSpeaker, SensusAccess, Ally, etc. However, it can be difficult to spread both awareness and use of these tools.
- Karrie Zylstra suggested incorporating a point-based assignment in Mod Zero to encourage students to actually make use of these programs. This could also be helpful for instructor Boot Camp courses as well.
  - Though a workgroup was proposed, it has been tabled until everyone has more time to think about it.

### 3.) Digital Equity

Some students have been struggling with basic internet access during this quarter. To address that, Beth Reichenbach has created a resource page (<https://library.batestech.edu/DigitalEquity>).

- Though very useful, the phrase ‘digital equity’ may be confusing. When promoting it, be sure to stress free resources and internet access.
- It can be very hard to find this via the Batestech.edu webpage. Is there any way to improve that?

### 4.) Future Meeting

- a. The next Accessibility meeting is scheduled for June 19<sup>th</sup>.