

President Rita Rice Morris
Shawnee State University
Portsmouth, OH

Dear President Morris:

Please accept our letter of progress for the ADA Compliance Committee for the 2006-2007 academic year. We have made efforts to address all of the areas of the committee's charge.

The ADA Compliance Committee met 7 times this year. Minutes for all of the 2006-2007 ADA Compliance Committee meetings, along with committee member roster, are posted on SSU's committee webpage, at <http://www.shawnee.edu/com/ada/index.html>

To guide our efforts in meeting the charge to the committee, the following goals were established for this year:

1. New SSU Accessibility Survey
2. Increased/improved communication about ADA (website, brochures, periodic communications)
3. Student survey
4. Web-based ADA training for employees (faculty, administration, staff)
5. Assess faculty use of ADA statement on course syllabi
6. Recommend Accessibility guidelines for space reservation forms
7. On-going consultation re: ADA issues on campus for all stakeholders (students, faculty, staff, administration, public)

The committee reports progress or activity toward compliance in the following goals:

1. The need for a new campus-wide Accessibility survey was discussed using the template from the NEA provided by Carl Daehler, who requested the committee's assistance with this issue in relation to a grant requirement. We reviewed the last survey, which focused only on physical facilities and was completed in 1993. While the scope of conducting a full survey that includes an examination of processes (such as policies and procedures related to ADA Compliance) is beyond the ADA Compliance Committee's time and financial resources, we examined options to work towards this goal, and plan to continue to address this need.
2. The brochure was revised and will be reprinted. New brochures will be distributed to faculty, staff, and campus offices.
3. Jim distributed student survey to students receiving services from his office, but the response rate was very low (7/75; less than 1%). He plans to conduct the survey again fall semester 2007.
4. The committee researched and located an excellent on-line training module, the Faculty and Administrator Modules in Higher Education (FAME). This free resource was developed by The Ohio State University with the Ohio Learning Network, and is an ideal self-paced learning tool for faculty and administrators in higher education to address ways to facilitate the teaching-learning process and

comply with ADA law for students with disabilities. The link for this resource was posted on the ADA Compliance Committee webpage, and is:

<http://www.olin.org/ILT/ada/Fame/index.html>

5. CPS and CAS course syllabi for Winter quarter 2006 were reviewed to assess use of the ADA statement distributed by the committee last year. In both colleges, less than 50% of the course syllabi reviewed used the ADA Statement recommended by the ADA Compliance Committee. Of the 50% not using the statement, a significant portion included no statement addressing ADA or Disability on the syllabi, and a small percentage used language that was inconsistent with ADA requirements. The ADA Statement was added to the ADA Compliance Committee webpage in text and as a Word file for faculty use, and an e-mail was sent to faculty noting these resources.
6. The committee drafted language for Accessibility guidelines and presented this to Sandi Little for review. The transition between use of paper forms and Resources 25, along with the need for further input from legal counsel precluded implementing these draft recommendations but the committee plans to pursue this topic next year.
7. Several ADA issues and concerns were presented the committee throughout the year (see minutes from meetings), and addressed through consultation and problem-solving, as well as by facilities via work orders.

In conclusion, the committee has worked diligently on several complex issues and has provided resources and education to various stakeholders on campus regarding ADA compliance.

Respectfully submitted,

Christine Raber, M.S., OTR/L
Chair, ADA Compliance Committee