

DISABILITIES ISSUES COMMITTEE
MINUTES OF MEETING
September 21, 2011
Morrill Hall Room 238A

[In these minutes: Disability Services update; committee orientation; committee business]

[These minutes reflect discussion and debate at a meeting of a committee of the University of Minnesota Senate; none of the comments, conclusions or actions reported in these minutes represent the views of, nor are they binding on, the Senate, the Administration or the Board of Regents.]

PRESENT: Dale Branton, Donna Johnson, Brian McAdams, Julia Robinson, Kimberly Simon, Frank Symons, Sherry Gray, Mary Kennedy, Michael Silverman, Susan Rose

REGRETS: Becca Gercken, Amber Mayer, Joanna O'Connell, Carla Tabourne, Victoria Nelson

ABSENT: Peggy Mann Rinehart

GUESTS: Susan Aase, Outreach Coordinator, Disability Services

Professor Dale Branton called the meeting to order and asked for introductions.

Disability Services Update

Donna Johnson, Director, Disability Services (DS) updated the committee on the work of DS. She informed it about the Access Achievement Awards on October 10, 2011, from 2:00 to 4:00 in Coffman Memorial Union, and provided committee members with invitations to the awards and flyers announcing the awards.

Ms. Johnson and Susan Aase, Outreach Coordinator, DS discussed the training and services provided by DS. They provided the committee with two documents a *Summary of Services Provided FY 03-FY11* and *Trainings between July 2010 and June 2011*. Ms. Aase stated DS provided 129 outreach activities including instruction and presentations between July 14, 2010 and June 29, 2011 and over 15,000 individuals participated in these events. She also noted the University of Minnesota is one of the foremost institutions providing disability services, and she highlighted several national conferences at which DS staff were presenting. Ms. Aase noted the 19 separate University of Minnesota orientations in which DS staff participate. Examples of these include: New Faculty Orientation, The School of Public Health Orientation, and Freshman Orientation. She also discussed the instruction and presentations provided by DS. With regard to presentations, she noted that DS tracks participation and evaluates all of its programs, and in the future it will be able to track participation by department. Ms. Aase also noted DS's collaboration with the Office of Human Resources and Center for Teaching and Learning to provide trainings. Sherry Gray suggested it would be helpful for DS to have a searchable database to know which units are receiving training. Ms. Johnson agreed,

and stated that DS has done a good job of responding to requests for training, but would like to be more active in targeting areas for training. She stated Anne Phibbs, the new Office of Equity and Diversity (OED) Director of Education, and Ms. Aase will be reviewing all of the training provided by DS. Professor Julia Robinson suggested making a map to see which units have received DS training. Professor Mary Kennedy asked if most of the training presentations are in person. Ms. Aase responded that most of the trainings are live, but DS has been creating curriculum sets with electronic materials. Ms. Johnson stated DS has been considering creating more automated outreach materials, but noted the DS budget is currently limited. Committee members suggested the use of flip video cameras and pod casts to provide automated training information and reach larger audiences.

Professor Branton asked which of the trainings listed in the materials provided comprehensive training regarding disability issues. Ms. Aase responded that DS provides both longer and shorter trainings and it tracks the time of all of their trainings, but this information is not available on the documents provided to the committee. She further noted that DS is migrating to a new tracking system that will allow better access to this information. Ms. Johnson stated that DS has done a good job of customizing trainings, but must do more to identify the key disability topics that are critical for all staff and students to receive training about.

Ms Johnson next discussed the services provided by DS from FY03 to FY11. She noted the total number of students, faculty and staff served has increased each year. She stated that with the exception of one other University, the University of Minnesota's DS office is the only one that provides services to faculty, staff, and students. DS UReturn has seven staff members and the Duluth staff travel to both the Crookston and Morris campuses to provide services to faculty and staff with disabilities and medical conditions. DS Student Services provides consultation to UM Crookston, Morris, and Duluth Disability Services and provides direct service to UM Rochester students with disabilities.

Ms. Johnson also discussed the interpreting hours delivered, the real time captioning hours delivered, and the tests administered by DS. She noted that the number of tests administered by DS is constantly growing. Professor Robinson asked if administering a test is considered a service to the student or the faculty member. Ms. Johnson responded that it was previously counted as a service to the student, but it is now being reframed as a service to the professor. Ms. Johnson noted she would like to break down the information into how many tests are being administered by proctors and how many tests DS is administering. Professor Branton noted that the data for the number of tests administered did not correlate with the number of students served. Ms. Johnson pointed out that not every student who receives services receives a testing accommodation. Professor Robinson noted that she wanted to ensure that faculty know how to respectfully work with students with disabilities.

Orientation

Professor Branton reviewed the committee charge and reminded committee members of their responsibilities for attending and participating in committee meetings.

Dawn Zugay, committee specialist, University Senate Office provided the committee with a brief overview of the University Senate governance structure and the role of the Disabilities Issues Committee. Her presentation included:

- Organization of the University Senate and its committees
- Role of committee members
 - General and ex officio
- Committee options for action including: statements, resolutions, and creation or amendment of policies
- Process for bringing a resolution from a Senate committee to the University Senate

Committee Agenda 2011-12

Professor Branton provided the committee with a handout discussing the committee's work last year and his thoughts on how the committee should proceed this year. He stated that last year, he suggested two potential areas for committee focus: 1) determining whether the University is meeting the needs of the disabled community and 2) considering how to better educate the University community to the advantages of accepting and accommodating disability. In order to address these issues, the committee broke into two subcommittees: the Subcommittee for Faculty, Staff and Student Training (Training Subcommittee) and the Subcommittee for Needs Assessment.

The Training Subcommittee was charged with determining what, if any disability issues training has been provided to all faculty (including teaching assistants) staff and students. Its goal was to put forth a policy proposal or resolution that would initiate universal training emphasizing creation of a welcoming environment for that aspect of diversity that is disability. The committee agreed that training for faculty would have to be relatively non-intrusive and perceived as training that would reduce, not increase, faculty burdens. The committee agreed to concentrate its initial efforts on the Twin Cities Campus.

The Subcommittee for Needs Assessment was charged with 1) Working with DS to develop means of determining whether the University is meeting the needs, or perceived needs, of those who sought or considered accommodation through DS, and 2) Considering potential means of assessing unmet needs within the campus community as a whole - hearing the voice of groups or individuals in need.

Professor Branton noted that there had been informal discussion among some committee members about simplifying the work of the Training Subcommittee. It was suggested that the subcommittee bypass creating a formal survey to determine the current training provided by DS because DS has provided the committee with records of the formal training and DS is likely the only source of formal training at the University. Professor Branton also noted the Needs Assessment Subcommittee's charge could be simplified. He suggested the following revised charges for the subcommittees:

- The Training Subcommittee is charged with drafting recommendations for training in disability issues.
- The Subcommittee for Needs Assessment is charged with working with DS to develop means of determining whether the University is meeting the needs, or perceived needs, of those who sought or considered accommodation through DS.

The committee discussed the revised charges suggested by Professor Branton. Ms. Gray noted she would like to work with DS to ensure that data collected by DS is more accessible to the committee and the larger University community. Kimberly Simon stated that the Office of Equity and Diversity recently hired a Director of Education and a Director of Evaluation, and the Director of Education is reviewing the training provided by OED throughout the University. She suggested that it would be important for the committee to be in contact with both of these individuals.

Discussion followed about the role of the committee and its subcommittees in relation to DS. Some committee members expressed a need for more education about DS and the work it does before they could make recommendations on training or assessment. Ms. Gray indicated she sees the committee's role as consultative and coordinating. Frank Symon indicated he believes the committee has an informatics role. Professor Branton noted that Kris Lockhart, associate vice president, of OED would be speaking with the committee next month, and could address committee members' questions about OED's vision for the new education and evaluation director positions as well as how the subcommittee can work with DS on both training and assessment issues.

Professor Branton brought the conversation back to the work of the Training Subcommittee and indicated he would like it to begin by considering the type of training on disability issues needed by faculty. Professor Robinson and Ms. Simon agreed that the subcommittee should begin with faculty training and look at staff and student training in the following years. Professor Branton asked the committee to keep in mind its original goal to ensure that everyone receives basic training about disabilities issues. Ms. Gray asked if the committee was considering a research-training model like the one used for HIPAA training that requires all individuals to take the training. Professor Branton recognized there might be some resistance to more required training, and wanted the training to be approached with the idea that taking it will help create a welcoming environment for everyone. Professor Branton stated he would revise the subcommittee charges in light of the committee's conversation and provide the committee with the revised charges.

Professor Branton asked committee members for other issues they would like to consider during the year. No new topics were suggested.

Hearing no further business, Professor Branton adjourned the meeting.

Dawn Zugay
University Senate

