Senate Advisory Committee on Disability Accommodation and Compliance
Zoom Meeting
11/29/2023 2:00 p.m.

Voting members: Cassandra Gipson-Reichardt (Presiding), Davy Jones, Aaron Garvy,

Nonvoting members: Alice Turkington, David Beach, Heather Roop

Chair Gipson-Reichardt called the meeting to order.

David Beach gave an overview of the items he will discuss regarding updates on DRC progress with action items discussed by SCDAC previously, and will go over the AIM portal.

A motion to approve the minutes from the October 30, 2023 meeting was made by Davy Jones, and seconded by Aaron Garvey. The motion was approved.

David Beach discussed the new fundamental alterations form and described it as being too long and all questions require answers from faculty. David discussed editing down the document to allow some questions to be optional but allow faculty plenty of opportunity to make justifications. This document will be uploaded to the website soon with an explanation regarding how it will work.

David next asked the committee for suggestions on how to best communicate to faculty that this new form will be filled out. Davy Jones stated that there may be faculty who do not understand the form and there needs to be clear instructions on where faculty can turn for answers to their questions. David Beach asked how should we get this information to faculty, and Davy suggested that faculty could contact the DRC or the Senate Council for clarifications. As well, for distribution of information, this could be done by the ombudsman the Associate Deans, and/or DeShana Collett could send out emails with the information. It was recommended that David Beach reach out to DeShana regarding this option to get her opinion on how this could be distributed given that it is Senate policy.

Cassandra Gipson-Reichardt asked if there is a venue for in-person presentation or a way to talk with faculty about the new initiatives. Davy mentioned that there is a regular zoom meeting of the Associate Deans led by Katie Cardarelli, and this could then go to the DGS level from there.

Aaron mentioned that the most engagement will happen when these changes actually impact the faculty. When there is something that they have to act upon, faculty will have questions at that time. Aaron asked if there some way we can identify when faculty will have to interface with the new process for the first time, and have some sort of developed message to the faculty?

Alice Turkington recommended that the DRC reach out to the deans or to chairs, and then have this be a topic at department meetings to allow faculty the opportunity to hear the new process. A general AIM video explaining the new process already exists.

Davy mentioned that in a recent Senate Council meeting, it was noted that in the schedule of classes, some classes list a graduate TA rather than the instructor of record, which could be why the new system is not displaying all of the classes to relevant faculty. David Beach is working on a fix for the issue in the system.

Next, David Beach discussed the new AIM portal. There will be portals for the students, DRC, and now faculty. Faculty will receive an email with a link that explains that the faculty member has received a FRPA statement that needs to be agreed to. The system will then list the courses, and when the course is clicked on, it will show the students that have submitted accommodations to the faculty member. The faculty member can then click on it and it will show the types of accommodations that will be needed. This can be exported to a .csv file.

David mentioned that the biggest change in the new system is that students will be responsible for setting up their tests in the testing module, which would need to be approved by faculty prior to final scheduling. It was mentioned that the DRC has an 84-seat accommodations testing center that is available. The process will be:

DRC→approval→faculty→approval or not→approve, computer sets the stead, if not, goes back to the coordinator to work it out

Aaron asked if faculty can provide comments on the accommodation specifics with a comment box, and David replied that this can be done at the faculty approval stage. It was also discussed how many notification days are required for faculty to accommodate an exam. It was discussed that 5 or 7 days would be needed.

David mentioned that Ole Miss is beta testing a template to deal with the flexible attendance issue, and will update SCDAC when more information is available.

Davy asked if the new DRC staff member has been onboarded. David mentioned that an offer has been extended. It was also noted by David that the DRC is at capacity with the accommodation testing center, as the DRC has administered 1500 tests this year, which is over the typical 1200 tests for finals. More faculty are opting for traditional accommodation testing due to AI.

Aaron asked if there is going to be a time when faculty are notified that a student is requesting an accommodation before or after the student has been notified of the accommodation after the new system is rolled out, and if the AIM portal will ask about pedagogical conflicts. David Beach will look into this.

Gipson-Reichardt adjourned the meeting.