

DSSC FALL 2020 BUSINESS MEETING

- Date: Tuesday, October 27, 2020 2:30p-4:29pm
- Location: Zoom
- 49 attendees

2:30PM Welcome

- Megan Jasurda welcomes everyone, calls meeting to order.

2:35PM Review of Spring Meeting Minutes

- Megan J., Monica O. shared the meeting minutes from the spring 2020 meeting.
- Megan J. moves to approve minutes. John R. seconds motion.
- 2:38pm Megan J. asks if there is any discussion
 - Karen F. clarifies minutes under Treasurer Report regarding role of DSSC vs. WAPED in regards to political action and professional development, especially as regards funds. John R. clarifies discussion from spring meeting. Monica O. will make correction on this point and other items that need to be fixed.
- 2:45pm vote to approve minutes with proposed corrections. Minutes approved by vote.

2:46PM Treasurer Report

- Refer to document shared by Bryan Fauth, DSSC Treasurer.
- Bryan F. reviewed excess funds discussed at spring meeting and subsequent spring vote to use for professional development and accessibility line item.
- New ending balance: \$5455.71
 - Costs of fall meeting (PD, captioning) should bring us below \$5000 recommended balance
- Bryan F. asks if there is any discussion regarding budget or treasurer's report.
 - Bryan F. asks if funds from ending balance should be used to replenish accessibility line item.
 - Monica O. supports idea to do so. Marisa H. supports as well, asks what amount we agreed to keep for accessibility. \$1000?
 - Michael H. and Karen F. propose that more than \$1000 is needed, likely \$3000-5000 minimum.
- Bryan F. motions for vote to approve \$3000 as accessibility line item amount. Megan J. seconds.
- 2:53pm vote for accessibility line item to be \$3000. Approved by vote.
- Dan E. proposes that a subgroup be formed for budget/accessibility line item. Mary G. says she thinks board does good job. Marissa H. proposes survey to be sent to membership.

2:56PM Listserv Changes and Updates

- Marisa H. shares that previously discussed listserv updates have happened. Clarifies who can/should participate on DSSC listserv—people doing DSS work at institutions.
- Hope S. passes along concerns that deans not being included may limit their ability to support us.
- Megan J. will elevate question to WSSSC about what sort of access non-DSS staff may need in order to stay informed.
 - Brendon Taga, WSSSC liaison, asks to clarify who has access, who doesn't.

- Megan J. & Marissa H. share reasons for changes to listserv participation and why deans or other administrators don't have access. Joe Holliday says that WSSSC listserv is more restrictive. Mary G. shares other resources for these individuals to know about our work.

3:03PM ctcLink Accessibility Updates, Conversation

- Megan J. opens with overview and history of ctcLink accessibility work, letters of concern. Megan shared how in Fall 2019 there was a Level Access report to inform SBCT of accessibility issues, SB hoped the upgrade to People Tools 8.57 planned for Winter or Spring 2020 (ended up coming in August 2020) would solve some accessibility issues. As Sandy has shared with DSSC Board, it did not solve the majority of the issues and did not improve compliance much.
 - See documents shared for meeting.
- Megan J. invites Grant Rodeheaver and Sandy Main to share further updates.
- Grant R. updates
 - A second Level Access testing occurred recently of People Tools 8.57.
 - Expresses plan to continue regular DSSC updates moving forward. And they are doing regular WATech updates.
 - Additional updates to improve accessibility and compliance coming.
- Sandy M. updates
 - Sandy confirmed People Tools 8.57 did not bring the accessibility improvements we were hoping for. Did share that it provided keyboard functioning with the Nav Bar and mentioned there was one more accessibility update (did not specify).
 - Shares how to access ctcLink accessibility webpage for status and information updates and gives tour of resources on webpage.
 - Zach L. asks about VPAT for Highpoint, especially WCAG 2.1 compliance.
 - Sandy M. will review for VPAT.
 - Plans are to begin reviewing updates that have been made and to compliance test once a functioning version is available.
 - Accessibility Mitigation Report review.
 - Report available on ctcLink accessibility webpage.
 - Megan J. asks priority and timeline for reviewing items on mitigation report. Sandy answered her team is in a 3 month process of reviewing each item, ticketing to oracle if their not slated in the next upgrade, and then prioritizing from there.
 - Zach L. asks about access issues impacting students. Sandy M. said those can be bumped up, but other items would move down. Open to DSSC feedback on priority items.
 - Doug H. asks what SBCTC can fix versus what has to be sent to Oracle for fixing. Sandy M. says any modifications SBCTC makes can void warranty and thus lose support, so minimum customization possible and would prefer to avoid. Also clarifies that more custom changes can have impacts down the line.
- Questions
 - AJ D. asks about possibility to do batch updates to student info. Sandy M. says it can be done, but there are risks. Additionally, a state workgroup is forming to analyze and address confidentiality issues.
 - Zach L. asks about Okta accessibility. Grant R. shares that accessibility testing of Okta will start and Okta has expressed support of making needed changes. Also

discusses SolarWinds accessibility and how SBCTC is considering other products to their ticketing system. Grant shared he knows that Clark is testing other ticketing systems and he'll be curious on what Clark finds out about accessibility.

- Bryan F. asks if DSSC can help with communication to Oracle about accessibility concerns and needed fixes. Grant R. said that they are looking for partner institutions or other professional groups/organizations that can help by sharing how they are working with Oracle or together putting pressure on Oracle.
 - Jordan B. asks what parts of ctLink cannot be made accessible so that we can prioritize other areas. Sandy M. will work with her team to put that list together and share with the group.
 - Karen F. asks about possibility of Level Access doing testing before future upgrades are implemented, as opposed to after. Grant R. clarifies that test environment has to update in order for Level Access to review. And many updates are needed to keep other pieces working correctly. Sandy M. also talks about regularly reviewing the updates that are made with an eye on accessibility.
- Grant mentions that maybe we need to leverage other colleges by coming together to advocate for change.

3:57PM DSSC Workplan – WSSSC Racial Equity Goals

- Megan J. shares that WSSSC has tasked councils to include focus on Racial Equity Goals as part of their work plans and provides a brief update on this from council leadership meeting.
- Marisa H. further clarifies that our work plan would have clear action items about how we are doing this.
 - Example questions to consider and discuss: Where does racism and ableism intersect to impact our work? How do inequities in healthcare, K-12 education, running start, etc. affect our students and work? Where is inequitable, inaccessible language used?
- Megan J. shares example of Clark College's work on their documentation guidelines and reviewing them for inequities. Found that language in guidelines was often a source of inequity, or the guidelines themselves.
- Bryan F. and Mary G. discuss how language can be made more student friendly or inviting, using AHEAD best practices as guidance.
- Hope S. says that changing language doesn't remove systemic racism, it just puts it in a nicer package. Acknowledges that as institutions, a group, and individuals we likely need to bring in others to help. Also discusses how inequities start in K-12 and may create a chilling effect on students seeking disability services in higher ed.
- Marisa H. proposes a work group to help with this part of the work plan.
- Hayley A. discusses changes to their website and language to this end. Proposes that part of our work should include training on equitable intake, student service practice. For example: How to help a student without documentation talk about their barriers.
- AJ D. voices support for what Hope S. discussed and encourages us to reflect on why it took us until now to be moving in this direction.
- Kerri H. shares how her VP is supporting her office's work to help students get documentation as an equity issue.

- Megan J. says that we will probably not be completing work plan today with tangible next steps on this. Summarizes proposed next steps. Idea floated to get data about students with disabilities who also identify as BIPOC.
- Megan J. asks if it's okay to keep work plan in draft format while we continue to work on this. No disagreement from attendees.

4:29PM MEETING ADJOURNMENT

- Megan J. adjourns meeting. Thanks guests.

END OF MEETING MINUTES.

Submitted respectfully to the board by Jake Swanke, DSSC Secretary.