

Disability Support Services Council

Board Transition Meeting

July 26th, 2018

Green River College, Kent Campus

9:30 – 4:00

9:45 – Welcome, snacks and housekeeping

9:52 – Ruben provides review and updates

- Review of the SBCTC Liaison role to DSSC and other councils.
- Ruben is liaison for Financial Aid, ARC, VA, DSSC
 - DSSC reports to WSSSC, which is composed of VPs in-Student Services.
 - WSSSC reports to WACTC, which is composed of College Presidents.
- During the last meeting in Walla Walla, only a few were present, and there is question whether or not the purpose of individual council report-outs is clear to executive leadership.
 - DSSC report was the most comprehensive report, but was last to present.
 - Ruben spoke directly to Joe Holliday about inequities faced by DSSC.
- Ruben also shared some differences in how councils tend to run their own meetings. Other councils charge up to \$150 for registration fees.
 - Group conversation about budget management for DSSC.
 - Mike, Mary and Ruben suggested looking into the feasibility of putting DSSC budget outside of school's Business Offices (changes with Treasurer turnover) and into a bank account instead.

10:40 – Aimee update and Future Collaborations

- Aimee shared her experience and some frustrations from the Walla Walla WSSSC meeting.
- Thanked outgoing Board members and welcomed incoming Board members.
- Discussion of potential for collaboration with other councils, such as MSSDC.
 - Jess Thompson and Marisa Hackett will attend the Summer MSSDC meeting in August 2018 to give brief presentation on Disability Justice (history/context) and accessibility (initiatives at the State Board and accessible event planning.)

10:55 – SBCTC website and Disability Codes, and ctcLink

- Mary brought to our attention that the alpha-numeric list of codes and corresponding disabilities is on the DSSC website, which is easily searchable.

- This is a problem as it is a breach of confidentiality. If an administrator from another office saw a code associated with a student, they can look up the code and its meaning online.
- ACTION ITEM: Mary and Marisa will draft letter to the council clarifying this discovery and why it is an issue.
 - An update will be provided at the Fall 2018 meeting.
- Ruben asked how possible it is to change the availability of the coding sheet, perhaps it needs to be password protected?
- ACTION ITEM: Ruben will email Carmen to see if DSSC can have 5 minutes on the Data Governance Committee to discuss the issue.
 - Monica will look into getting the Coding document off of the DSSC website.
- Monica and Alyssa J. will provide an update during Fall meeting on the Online Admissions Application workgroup (OAA) and accessibility.

1:16 – Back from Lunch

1:20 – Review of upcoming Board goals

- Confirm if Cebrina C. purchased Livescribe pen for board to use.
- Monica will reach out to Jess Thompson about using TinyURL and other file sharing tools for Secretary duties.
- All members will review job descriptions and Constitution and bylaws before next meeting.
- Cebrina will provide budget update.
- Mike will make sure Monica and Marisa have access to Dropbox

2:15 – Brainstorm for Fall 2018 agenda

- Ideas include:
 - Refer to photos taken of notes on white board
 - Refer to draft agenda submitted to Mary G.
 - Nursing and disability conversations: student and faculty panel, videos from Exceptional Nurse website, identify and share other resources.
 - Monica and Alyssa will provide update on OAA workgroup and recent meeting in Olympia.
 - Marisa and Monica will report out on meeting with Data Governance, if this takes place.
 - Recap of presentation at MSSCD council meeting.
 - Recap ctLink and coding document issue, summary of what is being done and what to do next.

3:30 – Closing remarks, summary of next steps

- ACTION ITEM: Mary will send Carolyn Gill copy of the draft agenda.
 - Mary will contact Deb C. and Ruben to confirm availability for Fall meeting
- Monthly board meetings will be held during lunch hour 1/month via Zoom.
 - Next meeting is scheduled for Tuesday August 21st at 12PM.
- ACTION ITEM: Hilleri will coordinate interpreters and CART services for Fall meeting.
 - Fall DSSC and WAPED meeting is scheduled October 16-18 at Bellingham Technical College.

Meeting minutes respectively submitted to members by DSSC Board Secretary