

## Faculty Assembly Disabilities Subcommittee

Agenda prepared by Co-Chair Amy Vidali

**Thursday, January 29, 12:30-1:30p, Friends Conference Room, Auraria Library**

1. Membership: Leo P Bruederle (Co-Chair, CLAS), Amy Vidali (Co-Chair, CLAS), Jeff Schweinfest (CLAS Advising), Barbara Dray (SEHD), Lorrie Evans (Auraria Library), Eric Poole (SPA), Xiaotai Wang (CHEM). Jessica McGaugh (CAM) on maternity leave.
2. Approval of December Minutes
3. Announcements
4. Spring 2015 meeting schedule
  - a. Thursday at 12:30p, select days for February, March, April, and possibly May
5. Articulation of goals/priorities moving forward
  - a. report from Amy & Leo discussion
6. Disability Information for Faculty Website
  - a. current site:  
<http://www.ucdenver.edu/academics/colleges/CLAS/AboutUs/WhyChooseCLAS/Diversity/Pages/DisabilityInformationforFaculty.aspx>
  - b. delays in finding a place for the site; emailed Brenda Allen 1/28
  - c. addressing concerns about clarifying resources and promoting DRS
  - d. will be linked to by DRS, CFD, diversity pages, etc.
  - e. potential lay-out

Introduction/ Home	Disabled Faculty	Syllabi Statement	Campus Resources	Universal Design/ Curriculum	Contact
overview, about DisC	accommo- dations procedure, etc.	statement, links to similar statements at other universities	DRS, CARE, counseling center, psych services, parking, library, etc.	tips and tricks	our contact info, links back to other contacts

7. Universal Syllabi Statement on Disability and Access
  - a. purpose as both a syllabi statement and educational tool
  - b. current draft (and role of website)
  - c. next steps: circulate to more faculty groups
  - d. timeline for presentation to Faculty Assembly
8. Future project: Regular activity coordinated by the committee at the Disability Awareness Festival (DAF) in October each year

DisC Schedule 2014-15		
January 2015 TBD	1.29.15	Friends Conference Room, Auraria Library
February 2015		Friends Conference Room, Auraria Library
March 2015		Friends Conference Room, Auraria Library
April 2015		Friends Conference Room, Auraria Library
May 2015		Friends Conference Room, Auraria Library
Faculty Assembly and FA Executive Committee		
3 February 2014	10:45 am – 11:45 am EC 12:00 pm – 2:00 pm FA	LSC - CFD Suite 320 Conf. LSC – Chancellor’s Conf. Room
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## Faculty Assembly Disabilities Subcommittee

**Minutes prepared by Secretary, Barbara J. Dray**

**Thursday, January 29, 12:30-1:30p, Friends Conference Room, Auraria Library**

1. Present: Leo P Bruederle (Co-Chair, CLAS), Amy Vidali (Co-Chair, CLAS), Jeff Schweinfest (CLAS Advising), Barbara Dray (SEHD), Lorrie Evans (Auraria Library), Eric Poole (SPA).  
Excused: Xiaotai Wang (CHEM); Jessica McGaugh (CAM) on maternity leave.

2. Approval of December Minutes

3. Announcements

4. Spring 2015 meeting schedule

a. Thursdays at 12:30 – 1:30pm

i. Thu, February 26

ii. Thu, April 2

iii. Thu, April 30

iv. Thu, May 14

5. Articulation of goals/priorities moving forward

a. report from Amy & Leo discussion

6. Disability Information for Faculty Website

a. current site:

<http://www.ucdenver.edu/academics/colleges/CLAS/AboutUs/WhyChooseCLAS/Diversity/Pages/DisabilityInformationforFaculty.aspx>

b. delays in finding a place for the site; emailed Brenda Allen 1/28

i. Leo will follow up with Lisa McGill on a site for resources for faculty on DRS Website

ii. Reviewed Office of Diversity and Inclusion site; Faculty Assembly Site, DRS, and HR sites. Decided to look into adding to the Faculty Assembly site then link to others.

- Amy will follow up with JoAnne Faculty Assembly President
- Amy will Follow up with Brenda about linking to current site – committee feels Office of Diversity and Inclusion is best place for an overarching site.
- Host site on Faculty Assembly then link our site with HR, DRS, Diversity and Inclusion

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overview, about DisC	accommo- dations procedure,	statement, links to similar statements at	DRS, CARE, counseling center, psych	tips and tricks	our contact info, links back to

etc.	other universities	services, parking, library, etc.	other contacts
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7. Universal Syllabi Statement on Disability and Access
  - a. Reviewed current draft (and role of website)
    - i. Amy will update and send out to the committee
    - ii. E. Poole shared with his school – no feedback
    - iii. L Bruederle shared with his school – no feedback
  - b. next steps: circulate to more faculty groups
    - i. Amy will follow up with JoAnne on appropriate next steps
    - ii. Present to Faculty Assembly for feedback.
  - c. timeline for presentation to Faculty Assembly
8. Future project: Regular activity coordinated by the committee at the Disability Awareness Festival (DAF) in October each year

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## Faculty Assembly Disabilities Subcommittee

Agenda prepared by Co-Chair Amy Vidali

Thursday, February 25, 2015, 12:30-1:30p, Friends Conference Room, Auraria Library

1. Membership: Leo P Bruederle (Co-Chair, CLAS), Amy Vidali (Co-Chair, CLAS), Jeff Schweinfest (CLAS Advising), Barbara Dray (SEHD), Lorrie Evans (Auraria Library), Eric Poole (SPA), Xiaotai Wang (CHEM). Jessica McGaugh (CAM) on maternity leave.
2. Approval of January Minutes
  - a. December minutes sent to Karin?
3. Announcements?
  - a. Inclusive Pedagogy Workshop at UCCS tomorrow (Amy)
4. Schedule and Upcoming Events
  - a. see meeting chart on next page
  - b. March 2 @ 3p, Leo and Amy meet with DRS
    - i. supporting faculty on disability issues
    - ii. what else?
  - c. April 30: Pat Larsen (Counseling Center) and Barbara Walker (Psych Services)
    - i. thanks to Jeff for setting this up
    - ii.
5. Committee Member Terms
  - a. Leo to leave end of semester
  - b. Amy to run again for Fall
  - c. others? (please seek a replacement for you!)
6. Disability Information for Faculty Website
  - a. current site:  
<http://www.ucdenver.edu/academics/colleges/CLAS/AboutUs/WhyChooseCLAS/Diversity/Pages/DisabilityInformationforFaculty.aspx>
  - b. Amy invited to join Auraria committee on tri-institutional diversity website
  - c. plan for mock-up

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- d. Faculty Assembly no-go
  - e. can pursue DRS, CLAS, or our own site
7. Universal Syllabi Statement on Disability and Access
- a. successful presentation to Faculty Assembly
    - i. option for formal “endorsement”
  - b. options for next steps:
    - i. talk to Donna Sobel at CFD and Laura Goodwin
    - ii. pursue on a college level
    - iii. pursue as a DRS syllabi policy
      - UCCS policy: If you are a student with a disability and believe you will need accommodations for this class, it is your responsibility to register with Disability Services and provide them with documentation of your disability. They will work with you to determine what accommodations are appropriate for your situation. To avoid any delay, you should contact Disability Services as soon as possible. Please note that accommodations are not retroactive and disability accommodations cannot be provided until a Faculty Accommodation Letter has been given to me. Please contact Disability Services for more information at Main Hall room 105, 719-255-3354 or [dservice@uccs.edu](mailto:dservice@uccs.edu).
  - c. relationship to website and issues with timeline
8. Goals and Priorities
- a. Before the next meeting: goals?
  - b. Additional Goals before end of semester?
    - i. Regular activity coordinated by the committee at the Disability Awareness Festival (DAF) in October each year
    - ii. AHEAD review of DRS?

DisC Schedule 2014-15		
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April 2015	4.30.15	Lawrence Street Center 600
May 2015	5.14.15	Friends Conference Room, Auraria

		Library
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## Faculty Assembly Disabilities Subcommittee

**Minutes** prepared by Co-Chair Amy Vidali

**Thursday, February 25, 2015, 12:30-1:30p, Friends Conference Room, Auraria Library**

1. Membership: Leo P Bruederle (Co-Chair, CLAS), Amy Vidali (Co-Chair, CLAS), Jeff Schweinfest (CLAS Advising), Barbara Dray (SEHD), Lorrie Evans (Auraria Library), Eric Poole (SPA), Xiaotai Wang (CHEM).  
Not present: Barbara Dray (SEHD); Jessica McGaugh (CAM) on maternity leave.
2. Approval of January Minutes & Meeting Schedule
  - a. Minutes for January have been sent to Karin, as well as the February agenda.
  - b. The April 2 meeting needs to be moved from the library. **Amy will contact Karin Rees about meeting in LSC.**
3. Announcements
  - a. Inclusive Pedagogy Workshop at UCCS (Amy Vidali) – rescheduled for April due to snow.
4. Schedule and Upcoming Events
  - a. March 2 @ 3p, Leo and Amy meet with DRS. Committee discussed focusing on how DRS sees themselves supporting faculty and faculty education and outreach to faculty on their website. **Amy will post minutes to DropBox and discussed at the next meeting.**
  - b. April 30: Pat Larsen (Counseling Center) and Barbara Walker (Psych Services). We are set for this meeting and brainstormed issues to engage, which include how the two see themselves in relation to each other, how they see the role of CARE (and when faculty should contact the Counseling Center versus CARE), and information about diagnostic testing for disability. Thanks to Jeff for setting this up.
5. Committee Member Terms
  - a. Leo to leave end of semester (may serve ex-officio)
  - b. Amy to run again for another term, starting AY 2015-2016.
  - c. Eric may be re-appointed, but SPA sometimes decides to only appoint to certain committees.
  - d. Lorrie will serve in AY 2015-2016.
  - e. Jeff expects to continue to serve AY 2015-2016, if not, he will replace himself.
  - f. Xiaotai will serve in AY 2015-2016.
  - g. Jessica noted she will return for AY 2015-2016, but we should follow-up.
  - h. Barbara: unknown.

6. Disability Information for Faculty Website

- a. current site:  
<http://www.ucdenver.edu/academics/colleges/CLAS/AboutUs/WhyChooseCLAS/Diversity/Pages/DisabilityInformationforFaculty.aspx>.
- b. Amy updated on the failure to find any place to host the site through Faculty Assembly. The committee decided to return to CLAS to host a more robust version of the site. **Amy will contact Marjorie Levine-Clark to further discuss how CLAS can develop the site (Leo to attend as well).**
- c. Amy invited to join Auraria committee on tri-institutional diversity website that will meet once a month. Perhaps this will provide a venue to discuss website accessibility and a home for our site.
- d. **Amy will mock-up the site on wordpress to give an idea of what we're wanting.**  
 Plan for site:

Introduction/ Home	Disabled Faculty	Syllabi Statement	Campus Resources	Universal Design/ Curriculum	Contact
overview, about DisC	accommo- dations procedure, etc.	statement, links to similar statements at other universities	DRS, CARE, counseling center, psych services, parking, library, etc.	tips and tricks	our contact info, links back to other contacts

7. Universal Syllabi Statement on Disability and Access

- a. Successful presentation to Faculty Assembly: Amy and Leo discussed the presentation of the syllabi statement at FA, though some faculty assumed there are fewer disabled students than there are (1% versus 11%). Joanne noted that a formal “endorsement” of the statement could occur in executive committee. **Leo will follow-up about next steps on a formal endorsement.**
- b. options for next steps: The committee discussed what makes sense for next steps. We decided that if the syllabi statement were implemented through a top-down procedure (such as through Laura Goodwin and the Center for Faculty Development), the statement would likely to be ignored and/or not engaged in the ways we hoped. After discussion of options, we decided that the best next step was to engage in a “public relations campaign” around the statement, where we post it in the Dean’s Notes and other places to create conversation and engagement. **Amy will re-design the handout from a “please approve this**

policy” document to something more education-oriented and bring to the next meeting.

- c. relationship to website and issues with timeline: However, promoting the document must wait for the website to be done.

#### 8. Goals and Priorities

- a. Our goals for the next meeting are noted above in red (and are primarily the website and promoting the statement).
- b. Future goals will be determined after our meeting with DRS, and prior to the end of the semester, we will plan our activities for the Disability Awareness Festival (DAF) in October. Fall meeting dates will also be set.

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## Faculty Assembly Disabilities Subcommittee

**Agenda prepared by Co-Chair Amy Vidali**

**Thursday, April 30, 2015, 12:30-1:30p, LSC 600**

1. Membership: Leo P Bruederle (Co-Chair, CLAS), Jeff Schweinfest (CLAS Advising), Barbara Dray (SEHD), Lorrie Evans (Auraria Library), Eric Poole (SPA), Xiaotai Wang (CHEM); Barbara Dray (SEHD); Jessica McGaugh (CAM) on maternity leave. Absent: Amy Vidali (Co-Chair, CLAS), due to health issues
  
2. Minutes & Meetings
  - a. Approve March minutes
  - b. May 14 meeting focused on discussion of next steps for AHEAD review and planning for Disability Awareness Festival in October
  
3. Guest Speakers and Discussion: Pat Larsen (Counseling Center) and Barbara Walker (Psych Services) – thanks for coming!
  - a. Any information on the assessment your offices perform related to learning disabilities?
  - b. How do your offices interface with the CARE team?
  - c. Where do your offices converge and where they diverge in terms of services?
  - d. Have your websites been accessibility tested for disabled users?

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## Faculty Assembly Disabilities Subcommittee

Minutes prepared by Jeff Schweinfest

Thursday, April 30, 2015, 12:30-1:30p, LSC 600

1. Membership: Leo P Bruederle (Co-Chair, CLAS), Amy Vidali (Co-Chair, CLAS), Jeff Schweinfest (CLAS Advising), Barbara Dray (SEHD), Lorrie Evans (Auraria Library), Eric Poole (SPA), Xiaotai Wang (CHEM)  
Absent: Barbara Dray (SEHD); Jessica McGaugh (CAM) on maternity leave; Amy Vidali (CLAS), Xiaotai Wang (CLAS).
2. Announcements: None.
3. Minutes & Meetings
  - a. The entire meeting was dedicated to meeting Barbara Walker and a colleague from the Psychology Services Clinic (Department of Psychology), and Patricia Larsen, from the Student and Community Counseling Center.
  - b. Following is a summary of each presentation.
4. Psychology Services Clinic – Training for PhD Clinical Psychology; therapists are all doctoral students, supervised by licensed clinical psychologists.
  - a. Assessment – 50-60/yr, usually 8-10 weeks wait; typical fee is \$400, but will slide down to “nothing”; half referred from DRS; report generated is given to client to give to DRS
  - b. Doesn’t really work with CARE
  - c. Ongoing therapy, \$5-\$25; campus and greater community; videotaped sessions.
  - d. Could be resource for faculty – if questions about specific student, would need release from student
  - e. Specializes in med-psych issues, e.g., pain management, oncology, etc.
  - f. No insurance accepted.
  - g. No drop-ins
  - h. Does not work with legal issues/“battles”
  - i. May be able to serve as supervised testing site (e.g., MCAT, LSAT, etc.)
5. Student and Community Counseling Center – student-funded, “official” student counseling center, under student affairs; interns, externs, LPC and licensed psychologists, 8 staff members, vet. specialist; phone and then intake; approx. 250 students/week

- a. Assessment – under 20/yr, often waitlist; \$350, some UCD students, school school-age kids
- b. Focus of therapy is “brief, flexible, strength-based model – reach academic goals; not designed as long-term, existential therapy; ongoing assessment of goals
- c. Moving away from time limits (used to be 10 sessions)
- d. Referrals if higher level of care necessary
- e. Part of CCAPS – Counseling Center Assessment of Presenting Symptoms (*hope I got that right*) – national assessment barometer of 280 schools
- f. CARE – Pat is consultant to team; access to reports in dBase; case management aspect – student can sign release; if CARE-referred student not client of center, then center will reach out to let student know about services
- g. Can provide info/resources for faculty – faculty resources on website; has wraparound-services brochure
- h. Many students not necessarily “diagnosable,” but lack life skills; 60% are anxiety-related;
- i. Wed evening workshops, 5-7 (see brochure)
- j. Crisis services – on-call during times of operation (9-7, M-Th; 9-4:30, F); after hours: Rocky Mountain Crisis Services – has dedicated line for CU Denver and also has mobile units
- k. Relaxation Room – including massage chair, biofeedback, prayer rugs

## Faculty Assembly Disabilities Subcommittee

**Agenda prepared by Co-Chair Amy Vidali**

**Thursday, April 2, 2015, 12:30-1:30p, LSC 320**

1. Membership: Leo P Bruederle (Co-Chair, CLAS), Amy Vidali (Co-Chair, CLAS), Jeff Schweinfest (CLAS Advising), Barbara Dray (SEHD), Lorrie Evans (Auraria Library), Eric Poole (SPA), Xiaotai Wang (CHEM); Barbara Dray (SEHD); Jessica McGaugh (CAM) on maternity leave.
2. Minutes & Meetings
  - a. Approve February minutes
  - b. Identify whether Barbara will continue to serve in Fall 2015-Spring 2016
  - c. April 30 meeting in LSC 600: Pat Larsen (Counseling Center) and Barbara Walker (Psych Services).
3. Announcements
4. Meeting with DRS (March 2)
  - a. Minutes posted to DropBox (not listserv)
  - b. Priorities based on meeting
  - c. UCCS ADA Compliance Report, CU Boulder lawsuit
5. Disability Information for Faculty Website
  - a. mocked-up site: <https://disabilityinformationforfaculty.wordpress.com/>
  - b. Brenda Allen has granted space for our website on the Diversity and Inclusion site (as mocked-up). The site may be done by the end of the semester. (Did not contact Marjorie Levine-Clark in CLAS.)
  - c. Feedback on site
6. Universal Syllabi Statement on Disability and Access
  - a. Leo: follow-up on Faculty Assembly endorsement?
  - b. Review portion of site focused on syllabus
7. Goals and Priorities
  - a. Chart future goals
    - i. access report?
    - ii. website?
    - iii. syllabus statement?
  - b. May 14 meeting focused on Disability Awareness Festival



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## Faculty Assembly Disabilities Subcommittee

**Minutes** prepared by Co-Chair Amy Vidali

**Thursday, April 2, 2015, 12:30-1:30p, LSC 320**

1. Membership: Leo P Bruederle (Co-Chair, CLAS), Amy Vidali (Co-Chair, CLAS), Jeff Schweinfest (CLAS Advising), Barbara Dray (SEHD), Lorrie Evans (Auraria Library), Eric Poole (SPA), Xiaotai Wang (CHEM)  
Absent: Barbara Dray (SEHD); Jessica McGaugh (CAM) on maternity leave.
2. Minutes & Meetings
  - a. Barbara will not continue to serve in Fall 2015-Spring 2016.
  - b. April 30 meeting in LSC 600: Pat Larsen (Counseling Center) and Barbara Walker (Psych Services).
  - c. May 14 meeting focused on Disability Awareness Festival
3. Announcements: None.
4. Meeting with DRS (March 2): Amy and Leo reports on a productive meeting with Amy, Leo, Lisa McGill, and Susan Rexroth. We identified a number of priorities which were idscussed at the meeting. Minutes posted to DropBox.
5. UCCS ADA Compliance Report, CU Boulder lawsuit: The majority of the meeting was spent discussing the UCCS ADA Compliance Report (particularly in light of the CU Boulder disability lawsuit). While not officially public, we were able to review this AHEAD review/audit and found it very useful in identifying disability strengths and weaknesses on campus. Amy and Leo will pursue next steps in securing a similar review for our campus in the Fall. (Amy and Leo to speak to Joanne.)
6. Disability Information for Faculty Website: Amy presented a mocked-up site for feedback: <https://disabilityinformationforfaculty.wordpress.com/>. When Brenda Allen's site is ready, our information will be posted to the Diversity and Inclusion site.
7. Universal Syllabi Statement on Disability and Access: We did not have time to get to discussing this, but it is essentially on-hold until the website is done, except for possibly securing a Faculty Assembly endorsement.

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## **Faculty Assembly Disabilities Subcommittee**

**Agenda prepared by Co-Chair Amy Vidali**

**Thursday, May 14, 2015, 12:30-1:30p, Friends Conference Room**

1. Membership: Leo P Bruederle (Co-Chair, CLAS), Amy Vidali (Co-Chair, CLAS), Jeff Schweinfest (CLAS Advising), Barbara Dray (SEHD), Lorrie Evans (Auraria Library), Eric Poole (SPA), Xiaotai Wang (CHEM); Barbara Dray (SEHD), Jessica McGaugh (CAM) on maternity leave.
2. Minutes & Meetings
  - a. Approve April 30 minutes
  - b. Meeting Schedule for Fall (handout)
3. Counseling Center and Psych Services
  - a. Thoughts and next steps?
  - b. Amy will process information onto Faculty Information website
4. AHEAD review
  - a. Solicited feedback from DRS regarding review (in process)
  - b. Next steps include resolution to FA and BPC
  - c. Draft goals for review (see model)
5. Disability Awareness Festival (DAF)
  - a. September 30, 10a-2p, outside
  - b. Plan to staff the booth (finalized in Fall)
  - c. Requested a booth – what might get people to our booth?
    - i. provide resources to faculty on supporting disabled students and inclusive learning?
    - ii. materials on requesting faculty/staff accommodations?
    - iii. promote website if it's up?
6. TO DO: Finish website; follow up with Brenda Allen on timeline

## **Faculty Assembly Disabilities Subcommittee**

**Minutes** prepared by Co-Chair Amy Vidali

**Thursday, May 14, 2015, 12:30-1:30p, Friends Conference Room**

1. Membership: Leo P Bruederle (Co-Chair, CLAS), Amy Vidali (Co-Chair, CLAS), Jeff Schweinfest (CLAS Advising), Lorrie Evans (Auraria Library), Eric Poole (SPA), Xiaotai Wang (CHEM); Barbara Dray (SEHD, absent), Jessica McGaugh (CAM) on maternity leave.
2. Minutes & Meetings
  - a. Approved April 30 minutes
  - b. Meeting Schedule for Fall: Tentative meetings times were set for Fall, but could not be fully determined because of new members joining.
3. Counseling Center and Psych Services

Jeff Schweinfest's notes from the 4.30.15 meeting were reviewed. The committee determined that Amy would process the information on the Disability Information for Faculty website before it is posted.
4. AHEAD review

The committee decided that they are interested in the DisC review, though there are some preliminary steps that need to be taken. The first step is drawing up the proposal, then seeking feedback from DRS. The committee reviewed a model resolution sent by Karin. This was largely tabled for Fall.
5. Disability Awareness Festival (DAF): September 30, 10a-2p, outside.

The committee decided to request a booth and offer coffee using DisC funds. Amy will craft a resource sheet for faculty and have faculty accommodations information. The committee felt this was mostly about being seen, not necessarily recruiting people to the booth. The existing banner will be used.

## Faculty Assembly Disabilities Subcommittee

**Agenda** prepared by Chair Amy Vidali, Chair

**Friday, September 4, 2015, 9-10a, Jake Adam York Memorial Library in St. Cajetans (105B)**


1. Membership: Amy Vidali (Chair, CLAS), Leo P Bruederle (Emeritus, CLAS), Jeff Schweinfest (CLAS Advising), Caron Westland (SEHD), Lorrie Evans (Auraria Library), Mark Pogrebin (sabbatical, SPA), Xiaotai Wang (CHEM); Jessica McGaugh (CAM), Collen Donnelly (CLAS).
2. Introductions & Minutes
  - a. Committee overview
  - b. Introductions
  - c. Goal: priorities for semester
  - d. Approve May 13 minutes
3. Disability Awareness Festival (DAF)
  - a. September 30, 10a-2p, outside
  - b. Staff schedule (see attached)
  - c. Please ask your department/school to drop by, but this is mostly about presence and saying hello
  - d. Booth activities
    - i. Resource handout on supporting disabled students and inclusive learning (Amy will make)
    - ii. Amy will contact HR for new handout
4. Priority #1: Arrange ADA Coordinator Visit
  - a. A new person is coordinating faculty and staff accommodations: Karey Duarte. Contacted to invite her to attend a meeting and speak.
  - b. HR disability website (not easy to find):  
<http://www.ucdenver.edu/about/departments/HR/HRPoliciesGuidlines/Pages/index.aspx>
  - c. Outstanding issues from the last meeting with the previous ADA coordinator include making the disability information more prominent on the HR site and lack of a grievance procedure.
5. Priority #2: Make the website happen
  - a. Mock-up: <https://disabilityinformationforfaculty.wordpress.com/>

- b. Brenda Allen said the Office of Diversity and Inclusion could host the site (3/31/15), followed up 9/2/15 for any update.
  - c. Plan if site is not ready? Lack of site is delaying other projects.
6. Other Priorities
- a. Promoting syllabi statement
    - i. Needs website
    - ii. Working in pairs?
  - b. AHEAD review
    - i. UCCS history
    - ii. Research prices
    - iii. Resolution to FA, then BPC
    - iv. Back-channel updates
  - c. DRS feedback and faculty support
7. TO DO: Finish website; follow up with Brenda Allen on timeline

[http://www.ucdenver.edu/faculty\\_staff/faculty/assembly/downtown/committees/Pages/Disabilities-Committee.aspx](http://www.ucdenver.edu/faculty_staff/faculty/assembly/downtown/committees/Pages/Disabilities-Committee.aspx)

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**Disabilities Committee**

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## DISABILITIES COMMITTEE (DISC)

Disability is important to the diversity of this campus and necessary to consider when creating inclusive environments for both students and faculty. Seeing disability as diversity means understanding the political, historical, social, and environmental aspects of disability identity and disability on campus.



### DisC Scope and Goals

- Develop annual goals, review and revise past goals, and discuss, develop, and implement long-term goals; all goals should guide and rationalize the committee’s purposes as specified in the Bylaws of the Faculty Assembly.
- Recommend or develop policies, programs, or activities for Assembly and administrative bodies that help create and maintain a vibrant academic environment for faculty.
- Evaluate policies, activities, and programs that fall within the committee’s purview; these evaluative processes should be carried out collaboratively with academic-community bodies and members of the community potentially affected by such evaluations.
- Consult with other committees of Faculty Assembly on matters related to the committee’s purview, policies, and activities.
- Review and assure that policies and procedures related to the committee’s purview are fair and applied fairly to faculty.
- Help develop and monitor programs and policies that support the achievement of the committee’s goals.
- Help develop, enhance, and evaluate support networks and necessary services for faculty that affect the implementation and review of policies that fall within the committee’s purview.
- Assure that programs are well represented in campus policies on and procedures relative to the purview of the committee.

### MEETING DATES & TIMES

TBD for Fall 2015

### DisC Members





Disability Awareness Festival  
 September 30, 2015  
 (outside)

***Please attend for an hour if you can.***

9:30-10 (set-up)	10- 10:30	10:30- 11	11- 11:30	11:30- 12	12- 12:30	12:30-1	1-1:30	1:30-2
Amy delivers banner and gets coffee	Amy					Amy	Amy	Amy

## Faculty Assembly Disabilities Committee (DisC)

**Minutes** prepared by Chair Amy Vidali, Chair

**Friday, September 4, 2015, 9-10a, Jake Adam York Memorial Library in St. Cajetans (105B)**

1. Membership: Amy Vidali (Chair, CLAS), Leo P Bruederle (Emeritus, CLAS), Jeff Schweinfest (CLAS Advising), Caron Westland (SEHD), Lorrie Evans (Auraria Library), Mark Pogrebin (sabbatical, SPA), Xiaotai Wang (absent, CHEM); Jessica McGaugh (CAM), Collen Donnelly (CLAS).
2. Introductions & Minutes: Discussion of the committee goals, introduction of members. Approval of May 13 minutes. Set October 9 meeting at 9a in Memorial Library at St. Cajetan's (same location as previous meeting). The other two meetings are Friday, 10/30 at 12:30p and Friday 11/20 at 12:30p, locations TBD.
3. Disability Awareness Festival (DAF): September 30, 10a-2p, outside. Scheduled committee members to staff table (see attached) – main goal is for our presence to be known even if conversations are limited. Amy will make a handout on inclusive teaching and the syllabi statement.
4. Arrange campus talk by Corbett OToole. OToole, renown disability activist, will be in Denver for another event. She has agreed to come to campus to give a talk and we'll need to fundraise the \$500 to get her paid. We discussed the importance of the visit and ways to fund.
5. Priority #1: Arrange ADA Coordinator Visit: Amy will contact Karey Duarte, the new HR coordinator. More information is here:  
<http://www.ucdenver.edu/about/departments/HR/HRPoliciesGuidlines/Pages/index.asp>  
[X](#)
6. Priority #2: Make the website happen. The mock-up is here:  
<https://disabilityinformationforfaculty.wordpress.com/>. Brenda Allen said the Office of Diversity and Inclusion could host the site (3/31/15), followed up 9/2/15 and she said she is ready for content.
7. Other Priorities:
  - a. Briefly discussed promoting the syllabi statement, but are dependent on getting the website up first.

- b. Discussed the history of the AHEAD review and whether this is the right time for this. Amy will follow-up with Lisa McGill.

9:30-10 (set-up)	10- 10:30	10:30- 11	11- 11:30	11:30- 12	12- 12:30	12:30-1	1-1:30	1:30-2
Amy delivers banner and gets coffee	Amy	Jess	Lorrie	Leo	Leo	Amy	Amy	Amy

## Faculty Assembly Disabilities Committee (DisC)

**Agenda** prepared by Chair Amy Vidali, Chair

**Friday, October 30, 2015, 9-10a, Jake Adam York Memorial Library in St. Cajetans (105B)**

1. Membership: Amy Vidali (Chair, CLAS), , Lorrie Evans (Auraria Library), Jessica McGaugh (CAM), Collen Donnelly (CLAS); Leo P Bruederle (Emeritus, CLAS), Jeff Schweinfest (CLAS Advising), Caron Westland (SEHD), Mark Pogrebin (sabbatical, SPA), Xiaotai Wang (CHEM)
2. Housekeeping:
  - a. Approval of minutes from 10/9
  - b. Future meeting: 11/20 at 12:30p, same location.
3. Updates
  - a. No response from Brenda Allen on website, but am networking to system-level Disability Studies Working Group.
  - b. Still planning to delay AHEAD report, but no response from DRS after sending the report or planning the “big disability” meeting.
4. Idea of promoting syllabi statement/website along with faculty accommodations materials.
5. Next steps on faculty accommodations (see bolded notes below). Brainstorming and drafting.

This meeting featured a productive visit from Karey Duarte, who handles faculty and staff accommodations in HR (among other things). Karey outlined her duties and highlights from our discussion include:

- Karey serves both campuses and has been in the position since December 2014.
- Karey is willing to help promote the process of providing accommodations to faculty, including reaching out to disabled faculty and educating chairs, deans etc. She is on board with creating a more dynamic website, a possible brochure, and visiting faculty groups. She is a supportive ally.
  - **Committee to decide best outreach vehicle to educate about faculty accommodations process (brochure? website? visits?)**
- She clarified that some faculty come directly to her for accommodations (and may only disclose needed accommodations to their departments or schools),

while some go to their chair first. Typically, chairs do not contact her independently about another person's accommodations.

- Accommodations are supposed to be paid for through the department – there is technically no budget.
  - **Committee is concerned about what this means for hiring disabled faculty, who may be perceived as financial burdens.**
- There is concern that people don't really know that Karey and her office exist. Some people don't know what to ask for when they meet with her.
- The committee asked if there are statistics about disabled faculty members on campus. There is not, though it may be possible to get numbers on how many accommodations are made. She noted there are "not many requests," and that most are typically from newer faculty. The most common request is for different office set-ups.
  - **The committee is interested in obtaining numbers, then comparing numbers after her office is promoted.**
- Karey noted that she often calls on an occupational therapist who does a \$125 assessment, so there is an "objective" view of needed accommodations.
- She doesn't tend to ask for paperwork for obvious disabilities, unless there is confusion about what is being asked for. Karey sees disability accommodation as more than a paperwork process ("fluid"), though of course she completes the forms as well (though they might sometimes take various formats from doctors, etc.).
- Representation at faculty orientation has been patchy.
- The committee asked if a grievance policy can be crafted and Karey was very supportive. We would need to figure out the chain of command.
  - **Committee needs to check out other grievance policies and work up a draft.**
- Karey has a relationship with the ombudsperson, but mostly for staff and not faculty. This is a place where relationships and duties can be clarified.

## Faculty Assembly Disabilities Committee (DisC)

**Minutes** prepared by Carón Westland, Secretary

Friday, October 30, 2015, 12:30-1:30 p.m.,

Jake Adam York Memorial Library in St. Cajetans (105B)

1. **Membership:** Amy Vidali (Chair, CLAS), , Lorrie Evans (Auraria Library), Jessica McGaugh (CAM), Collen Donnelly (CLAS), Leo P Bruederle (Emeritus, CLAS), Jeff Schweinfest (CLAS Advising), Caron Westland (SEHD), SPA), Xiaotai Wang (CHEM).  
**Absent:** Mark Pogrebin (sabbatical).
2. Approval of Minutes
  - a. Approval of minutes from 10/9
3. Future Meetings
  - a. Next meeting will be held **Fri, Nov. 13** (instead of Fri, Nov. 20<sup>th</sup>) @ 9:30 a.m in St. Cajetan's 105B (same location as previous meetings).
  - b. Meeting was shifted due to the closeness of the date of Fall Break
  - c. Planning for Spring semester meetings will happen at November meeting.
4. Website
  - a. Information sent to Brenda Allen 9/8  
<https://disabilityinformationforfaculty.wordpress.com/>.
  - b. We are awaiting unveiling of the site.
  - c. No response from Brenda Allen on website, but Amy is still networking to system-level Disability Studies Working Group.
5. AHEAD review update (conversation with Lisa McGill): .
  - a. Amy spoke with Lisa McGill at the Disability Awareness Fair. She is currently crafting a budget request and coordinating an October meeting (no plans yet).
  - b. The committee decided to delay requesting the AHEAD report until after Lisa completes her effort.
  - c. Awaiting Amy's response regarding the AHEAD report.
6. Action steps – Moving Forward
  - a. Idea of promoting syllabi statement/website along with faculty accommodations materials was discussed.

7. A recap of the Oct. 9<sup>th</sup> meeting was shared, highlighting the visit from Karey Duarte, who handles faculty and staff accommodations in HR (among other things).
  - a. Based on Karey's visit, a few key issues emerged.
    - **Committee to decide best outreach vehicle to educate about faculty accommodations process (brochure? website? visits?)**
    - **Committee is concerned about what this means for hiring disabled faculty, who may be perceived as a financial burden (no funding available for accommodation from the university, but rather funded by individual colleges and schools.**
    - **The committee is interested in obtaining data with regards to how many faculty are being accommodated.**
    - **Committee needs to check out other grievance policies and work up a draft.**
- **Discussion:** The committee discuss how the deans/chairs/directors needed to be educated on the procedure for supporting faculty with disabilities. A number of avenues for dissemination was discussed, including website, flyer, brochure, article in electronic news, and visiting deans' meetings (Amy and another committee member would present information (briefly) and then ask for input in terms of what is done now and what support is needed. Ideas for disseminating and educating the deans/chairs/directors and faculty include:
  - Article generated in the beginning of the semester that runs once or twice a year;
  - Include the information on the website. This could be paired with syllabus statement and faculty statement.
  - Adding the information to the faculty handbook. Current faculty handbook website: <https://www.cu.edu/office-academic-affairs/faculty-handbook>
  - Email blast twice a year (fall/spring)
  - Add the information to Deans' Notes
- **Concerns:**
  - Information on our current CU Denver website is difficult to navigate unless utilizing a search engine like Google. Material found with search engines tend to be dated.
  - Accommodations are supposed to be paid for through the department/school/college – there is technically no budget.
  - No ADA compliance officer/coordinator is in place at the university level.

- Should HR add a disability question (EOE); to ensure that there is a diverse pool (this could potentially be a charged issue).
- **Support:** Karey seems to be very supportive of the committees' effort and ideas. She is willing to help promote the process of providing accommodations to faculty, including reaching out to disabled faculty and educating chairs, deans etc. She is on board with creating a more dynamic website, a possible brochure, and visiting faculty groups.
- **Action Step:** Amy will draft a one page overview about the process/path for getting accommodations based on the committee input during the meeting. Committee members will review this document and offer feedback to Amy prior to our next meeting on Fri, Nov. 13<sup>th</sup>.
- **Action Step:** During the next meeting, we will finalize the one page flyer (that will be able to "live" on the website) to provide support to faculty with disabilities. While there is not a formal process for the grievance process, the focus of the flyer will be on getting support rather than filing a grievance.
  - **Key components to include:**
    - What is a disability?
    - What is the process/path to get accommodations? (Go to Dean/director/chair or go to HR).
- **Action Step:** A plan will be put in place to determine which avenues will be utilized to share the one page flyer/information, once it is completed (i.e., website, pending on Brenda Allen, attending Deans' meeting, news articles, inclusion in the faculty handbook)



## Faculty Assembly Disabilities Committee (DisC)

**Agenda** prepared by Chair Amy Vidali, Chair

**Friday, October 9, 2015, 9-10a, Jake Adam York Memorial Library in St. Cajetans (105B)**

1. Membership: Amy Vidali (Chair, CLAS), Leo P Bruederle (Emeritus, CLAS), Jeff Schweinfest (CLAS Advising), Caron Westland (SEHD), Lorrie Evans (Auraria Library), Mark Pogrebin (sabbatical, SPA), Xiaotai Wang (CHEM); Jessica McGaugh (CAM), Collen Donnelly (CLAS).
2. Introductions & Minutes:
  - a. Approval of 9/4 minutes
  - b. Future meetings: Friday, 10/30 at 12:30p and Friday 11/20 at 12:30p, locations TBD.
3. **Committee Visit:** Karey Duarte, ADA Coordinator for HR
4. Recent Events
  - a. Disability Awareness Festival (DAF): Successful event! Many folks spoke with me and certainly noticed our sign.
  - b. Corbett OToole visit: We were able to raise the fund and this was an important talk. Good attendance.
    - i. Spoke with Marjorie Levine-Clark about the possibility of future workshop events for diversity council members, as a “train the trainers” event are desired.
5. AHEAD review update (conversation with Lisa McGill)
  - a. Coordinating efforts
  - b. October meeting
  - c. Faculty brochure in mean-time?
6. Website update: Information sent to Brenda Allen 9/8  
<https://disabilityinformationforfaculty.wordpress.com/>.
7. Other Priorities: Disability-Themed Write-Ups in CU Connections (Silver & Gold), possible overlap with HEDS 365 (committee update)

## Faculty Assembly Disabilities Committee (DisC)

**Minutes** prepared by Chair Amy Vidali, Chair

Friday, October 9, 2015, 9-10a, Jake Adam York Memorial Library in St. Cajetans (105B)

1. Membership: Amy Vidali (Chair, CLAS), , Lorrie Evans (Auraria Library), Jessica McGaugh (CAM), Collen Donnelly (CLAS).

Absent: Leo P Bruederle (Emeritus, CLAS), Jeff Schweinfest (CLAS Advising), Caron Westland (SEHD), Mark Pogrebin (sabbatical, SPA), Xiaotai Wang (CHEM)

2. Housekeeping:

- a. Approval of minutes
- b. Future meetings: Friday, 10/30 at 12:30p and Friday 11/20 at 12:30p, same location.

3. **Committee Visit:** Karey Duarte, “ADA Coordinator” for HR

This meeting featured a productive visit from Karey Duarte, who handles faculty and staff accommodations in HR (among other things). Karey outlined her duties and highlights from our discussion include:

- Karey serves both campuses and has been in the position since December 2014.
- Karey is willing to help promote the process of providing accommodations to faculty, including reaching out to disabled faculty and educating chairs, deans etc. She is on board with creating a more dynamic website, a possible brochure, and visiting faculty groups. She is a supportive ally.
  - Committee to decide best outreach vehicle to educate about faculty accommodations process (brochure? website? visits?)
- She clarified that some faculty come directly to her for accommodations (and may only disclose needed accommodations to their departments or schools), while some go to their chair first. Typically, chairs do not contact her independently about another person’s accommodations.
- Accommodations are supposed to be paid for through the department – there is technically no budget.
  - Committee is concerned about what this means for hiring disabled faculty, who may be perceived as financial burdens.
- There is concern that people don’t really know that Karey and her office exist. Some people don’t know what to ask for when they meet with her.
- The committee asked if there are statistics about disabled faculty members on campus. There is not, though it may be possible to get numbers on how many accommodations are made. She noted there are “not many requests,” and that

most are typically from newer faculty. The most common request is for different office set-ups.

- The committee is interested in obtaining numbers, then comparing numbers after her office is promoted.
- Karey noted that she often calls on an occupational therapist who does a \$125 assessment, so there is an “objective” view of needed accommodations.
- She doesn’t tend to ask for paperwork for obvious disabilities, unless there is confusion about what is being asked for. Karey sees disability accommodation as more than a paperwork process (“fluid”), though of course she completes the forms as well (though they might sometimes take various formats from doctors, etc.).
- Representation at faculty orientation has been patchy.
- The committee asked if a grievance policy can be crafted and Karey was very supportive. We would need to figure out the chain of command.
  - Committee needs to check out other grievance policies and work up a draft.
- Karey has a relationship with the ombudsperson, but mostly for staff and not faculty. This is a place where relationships and duties can be clarified.

4. Reports of recent events:

- a. Disability Awareness Festival (DAF): Successful event! Many folks spoke with me and certainly noticed our sign.
- b. Corbett OToole visit: We were able to raise the fund and this was an important talk. Good but not great attendance.
  - i. Spoke with Marjorie Levine-Clark about the possibility of future workshop events for diversity council members, as a “train the trainers” event are desired.

5. AHEAD review update (conversation with Lisa McGill): I spoke with Lisa McGill at the Disability Awareness Fair. She is currently crafting a budget request and coordinating an October meeting (no plans yet). The committee decided to delay requesting the AHEAD report until after Lisa completes her effort. However, Lisa never responded to Amy’s email about the AHEAD report.

6. Website update: Information sent to Brenda Allen 9/8

<https://disabilityinformationforfaculty.wordpress.com/>. We are awaiting unveiling of the site.

## **Faculty Assembly Disabilities Committee (DisC)**

**Agenda** prepared by Chair Amy Vidali, Chair

**Friday, November 13, 2015, 9:30a-10:30a**

**Jake Adam York Memorial Library in St. Cajetans (105B)**

1. Membership: Amy Vidali (Chair, CLAS), Leo P Bruederle (Emeritus, CLAS), Jeff Schweinfest (CLAS Advising), Caron Westland (SEHD), Lorrie Evans (Auraria Library), Mark Pogrebin (sabbatical, SPA), Xiaotai Wang (CHEM); Jessica McGaugh (CAM), Collen Donnelly (CLAS).
2. Introductions & Minutes:
  - a. Approval of 10/30 minutes
  - b. Future meetings: Fridays at 12:30p workable? If so will send dates.
3. Updates
  - a. Disability Information for Faculty website is not up yet, send out mock-up version so our projects can move forward?  
<https://disabilityinformationforfaculty.wordpress.com/>.
  - b. CU Denver Disability Advisory Committee will meet for the first time today
4. Review "Accommodations for Disabled Faculty" document
  - a. will send relevant portions/questions to Karey Duarte
  - b. next steps for distributing?

## **Faculty Assembly Disabilities Committee (DisC)**

**Minutes** prepared by Carón Westland, Secretary

Friday, Nov. 13, 2015, 12:30-1:30 p.m.,

Jake Adam York Memorial Library in St. Cajetans (105B)

**Membership:** Amy Vidali (Chair, CLAS), , Lorrie Evans (Auraria Library), Jessica McGaugh (CAM), Collen Donnelly (CLAS), Leo P Bruederle (Emeritus, CLAS), Caron Westland (SEHD), SPA),

**Absent:** Mark Pogrebin (sabbatical); Jeff Schweinfest (CLAS Advising); Xiaotai Wang (CHEM).

### **Approval of Minutes**

- Approval of minutes from 10/30

### **Meetings for Spring 2016**

- Friday meetings in Spring @ 12:30 p.m.
- (Potential Dates will be sent by Amy next week) for agreement. Next meeting will be held on Fri, Feb. 5, 2016.

### **Website Update**

- Website update: Information sent to Brenda Allen 9/8
- <https://disabilityinformationforfaculty.wordpress.com/>.
- We are still awaiting unveiling of the site.
- Committee will move forward and house the information on our own webpage.

### **CU DAC**

- CU DAC – University wide, DRS, meeting , one per semester.
- First meeting to be held on Nov. 13 on Friday afternoon

### **“Accommodations for Disabled Faculty” Document**

- Amy drafted a one page overview about the process/path for getting accommodations based on the committee input during the meeting.
- Committee members reviewed the document and offered feedback/wording changes during the meeting.
- Revision of document was complete; Dense information (lots in one page), but comprehensive

**Communication: Where will this document go?**

- Post on Faculty Assembly website
- Send this to the Chairs (Amy will connect with Leo on getting access to the emails to give this to the chairs).
- All marketing and communications contacts (Leo has). Amy will share with Leo (week before the semester starts).

**Action Steps: Communication with Faculty Assembly & Faculty**

- Caron will send an abstract minutes to Karen Reiss
- Amy will go to faculty council and meetings to visit with the deans.
- Short paragraph will also be placed in Dean's notes
- Design a flyer or brochure for faculty to help them accommodate websites.
- Report to faculty assembly

**Committee Update**

- Leo will be on sabbatical during Spring 2016