

## **Meeting Minutes**

Meeting Date: September 11, 2008

Location: Graduate College

Present: Dina Barnese, Robin Long, Karin VonKay, Tom Carpenter, Marcelle Coder, Franklyn Taylor, Eva Hatchner, Kim Knowles, Steve Saville, Terri Hayes, Jane Thompson, Paul Wagner, Debbie Wildermuth, John McGregor

Ex Officio & Guests: Diane Verkest, Jen Frey, Sheri Gordon,

Excused: Susan Johnstad, Mary Lynn Quartaroli

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### **1. Call to Order**

Tom Carpenter called the meeting to order at 8:30 AM

### **2. Information Security**

Harper Johnson shared information with the council about progress toward improved information security. He also shared details about new policies implemented to support this effort. The policies and information from Harper will be sent electronically to all members.

### **3. Graduate College**

Dean Ramona Mellott discussed the responsibilities, goals, and expansion opportunities faced by the Graduate College.

### **4. Meeting Locations**

The following individuals volunteered to host upcoming SPAC meetings:

October 9, 2008 – Jane Thompson, W. A. Franke College of Business

November 13, 2008 – Debbie Wildermuth, College of Engineering, Forestry, and Natural Sciences

December 18, David Forgues, New Student Programs

Karin Von Kay – Office of University Advancement

February 12, 2009 - Franklyn Taylor, Office of Residency Life

March 12, 2009 – Steve Saville, School of Communication

April 9, 2009 – Susan Johstad & Terri Hayes, Distance Learning

May 14, 2009 – Robin Long, Ecological Restoration Institute

Please send the location of all upcoming meetings as soon as possible to Dina Barnese so they can be posted on the website.

### **5. Committee Assignments**

The following individuals were identified to serve on SPAC/University committees:

Faculty Senate – Terri Hayes

SPAC Recording Secretary – Terri Hayes, Debbie Wildermuth will serve as a back up  
SPAC representative on the Faculty Senate – Terri Hayes  
Employee conference – Paul Wagner, Marcelle Coder and Steve Saville  
SPAC Brown Bag Lunches – Dina Barnese (chair), Debbie Wildermuth will help

Other assignments will be made as the term progresses.

## **6. Committee reports**

### **Commission on Disability Access and Design**

Karin Von Kay shared that the Commission of Disability Access and Design will be addressing three priorities for the 2008-2009 academic year:

- I. Universal Design; To promote and implement the application of universal design throughout the university community.
- II. Awareness; To enhance awareness of disability issues across university constituencies.
- III. Curriculum Development; To create and maintain avenues for bringing disability more explicitly and permanently into the academic curriculum of the university.

Each of these three priorities has many facets. For example, universal design applies to buildings, facilities, and paths of travel, but also applies to web design and curriculum design. Some initiatives are already underway, such as the development of a memorandum of understanding with Capital Assets and Services to include the Commission in new building project development. Other areas have received limited attention from our Commission, such as raising awareness around the university community on disability issues.

The Commission on Disability Access and Design would like to invite you all to join us for a conversation regarding the overall state of the university's web and technology accessibility and design on Thursday, October 16, from 3:00 to 4:30 in the Oak Creek Room in the University Union. Please let Karin Vonkay know if you plan to attend.

## **7. Agenda items for next meeting**

The following items will be discussed at the October meeting:

- Potential community service activities
- Brown Bag Lunch ideas – this item on hold until the results of the survey are recorded
- Newsletter topics – volunteers are needed to write a service professional spotlight piece for the upcoming newsletter. Newsletters will be sent in November, January, March, and May
- Service Professional survey – Tom will send the latest survey out for review before the next meeting. All members should come prepared to make suggestions to questions/format etc.
- ADR Committee representation and chair

## **8. Action Items**

- Tom will forward to members any information provided by Harper
- Tom will send out the survey information with the agenda for the next meeting
- Members hosting upcoming meetings will send locations to Dina
- Members are encouraged to sent newsletter topic ideas to Dina



## Service Professional Advisory Council

**Meeting adjourned:** 10:00 AM

**Next meeting:** October 9, 2008, 8:30 a.m. in the W.A. Franke College of Business,  
Jane Thompson is our host.

**Respectfully submitted,** Terri Hayes, Recording Secretary