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| **ADA Compliance Meeting September 21, 2012 @ 2:00** |

Present

1. Keriann Pauls
2. Kunal Sharma
3. Steve Katz
4. Allie Robbins
5. Pat Kennedy
6. Cheryl Howard
7. Lindsay Cowen
8. Caitlin Parton
9. Stacey Silliman

**Updates**

* Doors [As per Steve Katz]:
	+ The doors by the *Elevators* and the *Stairs* have been reprogrammed from 5 seconds to12 seconds
	+ *Bathrooms*: Single Stall Bathrooms – door closures have been removed from floors 1, 2 & 3 = all Single Stall Bathrooms are now w/o closures.
		- Starting to work on the multi-stall bathrooms to lessen the pressure.
	+ *Classrooms*: Floors 1, 2, & 3 🡪 starting to adjust them so they are not as weighted.
	+ *Auditorium*: Concrete under the 3 problematic doors is elevated and therefore they have to remove the carpet and shave off a layer in order for the doors to open much easier
	+ *Entry to Building*: Automatic door has been under several repairs. The procedure has been to call a repair person each time there is a problem
		- As per Stacey Silliman: On Monday she said that the door was malfunctioning. And at night, when she was trying to get out, they could not find the key to let help her leave @ 7:00 p.m.
	+ *Issue of Bad Weather*: There is no way that we can use the Citi lobby in the case that our doors do not work
		- Currently, there doesn’t seem to be a way to reconcile the issue of having only one exit and entry.
* Note-taking [As per Sheryl Howard]
	+ Called other law schools to see what their procedure is.
		- @ NYU Disability center, they said the best practice is to have other students take notes.
	+ Looked into professional note-takers 🡪 They do not know of any professional note-takers for law school
		- [Caitlin 🡪 but why can’t we just hire a professional note-taker from a different “doctrine” even though they do not have a law background
		- So as of now there is not a professional note-taking avenue.
	+ [As per Lindsay Cowan] – Pat Kennedy is now keeping up with the student note-takers more seriously and they are uploading the notes better.
		- Quality of notes is still lacking – might be because the students only get $50/semester
	+ [Allie Robbins] – What would make good notes? 🡪 as to educate the student note-takers in order to improve them
	+ [Lindsay] – exasperated because students have been trying to address this for the past year and had no results
		- Negatively affecting her education and likely others
		- Tired of advocating for herself, and disappointed
	+ [Sheryl Howard] – Suggestion of “Live Scribe” pens – these create bullet points where you can point back to certain points and it will have an audio recording.
		- Perhaps the student note-takers could try these pens 🡪 this might be a problem because students are used to taking notes on the computer. [Suggested by Pat Kennedy]
		- “See-print” & “Type-well” possibilities [problem: very expensive, and likely not possible]
		- Perhaps paying students more
	+ System is hard because 1L year, it is hard to screen students because they don’t know anything about the law yet.
	+ Approximately 11 people from all class need notes 🡪 almost every class = very hard to manage
	+ [Allie Robbins] What can we do NOW? Because CUNY cannot get a professional this semester:
* Auditorium [As per Allie Robbins]
	+ Have been going in to the Auditorium to address the lights and the microphones but for some reason the problems persist 🡪 a problem with the entire system.
	+ Have turned up the lights at 9:00 every morning if they have to
	+ Now have a back-up system for the microphones
		- There is a car with handheld mics to pass around students [on off switch in the back]
		- They will alert professors about this procedure – how to turn on the mics
	+ Remote Access System 🡪 starting work on installing this device next week done by Citi’s audio specialist
		- Ms. Howard will update the group on getting a time-frame for when this will be done, hopefully by Monday, Sept. 24.

**Additional Information**

ADA Compliance Officer

* Question about getting ADA compliance officer?
	+ Perhaps Jennifer Robbein 🡪 Dean for Diversity & Compliance for CUNY [but not an inspection officer]
		- Pat Kennedy will call her office and see.
	+ Stacey Silliman: New York City’s Building Code, “Certificate of Occupancy” is not necessarily ADA compliant – researched after the meeting last week.
		- The point is to have someone inspect the legality of the building as per the Federal ADA statute 🡪 applicable to buildings created after 1991 and does not depend on the # of persons with disabilities in the building.
	+ Caitlin Parton: new buildings are ADA NON-compliant all the time…she used to work at a firm that sued developers who made buildings that did not comply with ADA
	+ Steve Katz: Will look into having a government ADA inspector come by

**Timeline of When Things Will Get Done**

* Still working on doors 🡪 will take a couple of weeks [Steve Katz will call as soon as the meeting is over]
* Remote Captioning – Coming Monday Sept. 24 to start installment
	+ Difficult to have remote captioning for Seminars because many people are talking all the time.
	+ Working on having this accessible in all the classrooms where Caitlin goes
* Auditorium Issues – NO timeline yet because of the enormity of the project