Minutes of the Meeting
Of the
Planning and Budget Committee
Of the Hofstra University Senate
Wednesday 19 December 2018 901D Axinn Library

Present:

William Caniano	Library Services
Jayne Ellinger	Health Professions
Sabrina Sobel	Chemistry
Elisabeth Ploran	Psychology
Steve Fabiani	VP IT
Houston Dougharty	VP Student Affairs
Jean Peden Christodoulou	Student Affairs
Michael Sikorski	Provost Office
Julie Yindra	Student Access Services

The Chair called the committee into session at 3:00 P.M.

Chair Report
No Report

Minutes of the November meeting were approved.

Discussion Items

Julie Yindra was invited to speak on issues involving Student Access Services.
    Physical Space
- Antiquated adjustable classroom desks- Currently no budget for significant upgrades. As old desk break new improved models will be purchased.
- Incorrect Braille in the Mack Student Center- W. Caniano will reach out to VP Barkwill

    Information Technology
- Purchased a license for SonaSend, an Audio note taker software

- Universal Design (the design of buildings, products or environments to make them accessible to all people, regardless of age, disability or other factors.) Student Access Service and VP Fabiani's department will collaborate to explore IT and course Universal Design technology and services.

- Faculty need to know where they can learn about potential accommodations support/technology is available for the faculty and student. Student Access Service and

VP Fabiani's department will work to develop a Blackboard module to answer potential question Faculty may have in preparing to have a SAS student in their course.

Jayne Ellinger: (1) concern about providing support and training to an army of adjuncts, and (2) need more lead time if getting a student with an unusual request in an upcoming class, instead of a letter on the first day of classes. Julie and Jean have found that getting the student to advocate for themselves by approaching the professor with the SAS accommodations is an important piece of the process. Maybe SAS can advise students to notify the faculty after registration and before the course begins. A database of accommodations by student exists for Julie Yindra's use, and will be integrated into Banner in the future, with limited faculty/staff access. Some of this information is in Student Success Connect, in a masked fashion. Faculty need to know where they can learn about potential accommodations support/technology is available for the faculty and student.

Julie Yindra: wants to have funding available to help with unique accommodations and to have accessibility issues addressed in planning of study-abroad programs and field trips. W. Caniano will bring this issue to the Senate Executive Committee for guidance.