**ACCESS Department Meeting Notes**

**September 19, 2022**

**We Know What You Did Last Summer**

* Thank you to everyone who participated! It was fun.

**Malia’s District Updates**

* **Catch the Wave High School Transition Guide**
	+ The High School Transition Guide has been updated. Thank you to everyone who made suggestions and recommendations.
	+ High School Outreach has 100 copies to distribute to schools.
	+ ACCESS has 50 copies at the front desk for new students.
	+ There was consensus that we should order more copies so that faculty and staff have available to give to new students.
	+ MF will send as online attachment.
* **High School Accommodations and ACCESS**
	+ MF reported that she has been seeing a trend this semester where new students and parents are angry that ACCESS does not provide the same accommodations as students received in high school, specifically 1:1 aides, modified assignments, and unlimited time and retakes on assignments. They then think that ACCESS is not providing assistance.
	+ Students and parents are not aware of differences between IDEA and Section 504/ADA and what colleges are able to provide.
	+ This leads to a discussion about all the services and accommodations that ACCESS can provide
	+ Question? What can we do to increase awareness at the high schools?
	+ Suggestions included:
		- Provide information to school psychologists.
		- Provide information to case manager of ITP meeting.
		- Meet with HSO to help them understand difference so that they can inform high school staff and students.
		- Workshop for Special Education departments
* **ACCESS Information Tables**
	+ We will continue to host student information table to promote ACCESS services through the Fall semester.
	+ Emailed the schedule link to everyone**. Please sign up for an additional time slot.**
	+ The table will be at Kerr’s Corner. The table will be set up with food, drinks, and promo items. Faculty/staff just need to show up for their shift. At the end of the shift, please pack up and bring items back to ACCESS office.
* **Disability Awareness Month**
	+ Thank you to the DAM team.
	+ Please see attached DAM event schedule. **Please block off your schedules to attend events.**
	+ **For Meet and Greet on Oct 4, please plan to arrive to your table early to be set up by 11 am.** Bring flyers and any promo items. Tables are: Counseling, DHH, ATC, Puzzle, ABI, OT, Instructional Specialists, ACCESS Testing, LD, ACCESS Club.
* **CAPED**
	+ Early registration ends Friday. Please register by Friday if you have not registered yet.
* **Student Services Team (SST) Meeting**
	+ Promise Plus is still taking new applications. Please refer any brand new to college students to Promise Plus. They are located on the west side of the Bookstore building (flyer attached).
	+ Other STT flyers were sent in a previous email.
* **ACCESS Hospitality Fund**
	+ Fund is used to purchase gifts and snacks for the team. If you are able to contribute, please give your money to CVM. Thank you, CVM, for overseeing ACCESS hospitality efforts.
* **ACCESS Phone Numbers**
	+ MJ will send out an email so that we can update our ACCESS emergency phone tree.

**AREA UPDATES**

**Operations**

* Please stop by your mailbox in the ACCESS office to pick up items. Some mailboxes are getting full.
* When unpacking your office, bring empty boxes to the Regan Room.
* SARS – in-person appointment slots are currently booked before online appointment options. Seeing a surge in students asking for in-person appointments.

**ATC**

* Numbers:
	+ LRND-1 – 27
	+ LRND-2 = 111 (CRN is 29514)
	+ LRND-3 = 25.
* ATC Hours:
	+ M-Th 8 am – 3 pm in-person
	+ Friday 9 am – 1 pm virtual only (must be enrolled in LRND-2; CRN is 29514)
* Please use the Assistive Technology/Alternate Media referral form and name the disability
* GLEAN notetaking software: Students can record in-person and online lectures and annotate while recording. Very helpful study tool. Currently, we have used about ½ of the 50 licenses we have for students. Please continue to refer students to ATC for GLEAN.

**Faculty**

* Faculty will request a new faculty position for the ATC through the Faculty Hiring Prioritization process.
* JC is offering academic support both in 9E-1060 and the Writing Center.
* DJ is offering academic support in 9E-1060 or by individual appointment. KL is coming into her class to offer support and students will have an assignment to meet with KL.
* Puzzle Update: had a hard time recruiting mentors for this year. AS has been assisting with Puzzle. HA provided an academic counseling workshop last week. Working on having students volunteer for DAM events. Would like to bring students to the Wildlife Sanctuary.

**DHH**

* Interpreters did not show for meeting.
* New Director provided this report:
	+ DHH is discussing the future of DHH: Interpreters and recruiting more DHH students. JKB will provide list of schools that have Deaf/HOH students.
	+ DHH also is discussing why DeafBlind students are not coming to Mt SAC and how DHH can make it accessible for them. DHH talked about the lack of equity in their space regarding students (e.g., why are we seeing specific students and not more).
	+ Finally, DHH is discussing the idea of hosting workshops to help interpreters get their CEUs and in turn recruiting opportunities for us.