Slide 1 – WELCOME EVERYONE – PLANNING EVENTS

Jim Kessler – AHEAD

(WE)

Slide 2 - GUIDANCE

**Rehabilitation Act [**[**29 U.S.C.**](https://en.wikipedia.org/wiki/Title_29_of_the_United_States_Code)[**§ 701**](http://www.law.cornell.edu/uscode/text/29/701) **et seq]**

**Section 504: prohibits federal agencies, programs or *activities* from discriminating and requires reasonable accommodations for qualified individuals with disabilities.**

[**http://www2.edu.gob/about/offices/lists/ocr/know.html?scr+ft**](http://www2.edu.gob/about/offices/lists/ocr/know.html?scr+ft)

Slide 3 - **Americans with Disabilities Act** (ADA – [[42 U.S.C.](https://en.wikipedia.org/wiki/Title_42_of_the_United_States_Code) [ch. 126](http://www.law.cornell.edu/uscode/text/42/chapter-126) § 12101 et seq.])

**Title II - public institutions that receive federal funding**

**Title III – private institutions that receive federal funding**

… no qualified individual with a disability shall, because a public entity's facilities are inaccessible to or unusable by individuals with disabilities, be excluded from participation in, or be denied the benefits of the services, programs, or *activities* of a public entity, or be subjected to discrimination by any public entity.

[**http://www.ada.gov/ada\_intro.htm**](http://www.ada.gov/ada_intro.htm)

Slide 4 – WHAT DO WE DO?

Remember – both 504 and the ADA (Titles II & III)

Are Outcome Oriented

Slide 5 – WHAT IS REQUIRED

A Process

Interactive – if at all possible

Slide 6 – INSTITUTIONAL COMMITMENT

Anywhere State University *prohibits discrimination against qualified individuals*

based on their status as protected veterans or individuals *with disabilities*,

and prohibits discrimination against *all* individuals

based on their age, race, color, creed, religion, sex, sexual orientation, gender identity, genetic information, genetic expression, or national origin

in respect to employment opportunities or educational programs or *activities.*

Slide 7 -WHO IS OTHERWISE QUALIFIED

Slide 8 - If it is a public free event -

*everyone*

If it is a public event with a fee,

*anyone who pays the fee*

Slide 9 - If it is an invitation only event,

*all invited attendees*

If it is based on specific qualifications

*then otherwise qualified are limited*

(Class Reunion)

Slide 10 – WHO HAS THE RESPONSIBILITY

A**nywhere State University *prohibits discrimination….***

Faculty

Staff

Students

Contracted Vendors

Welcome Everyone = WE issue

(WE) THE VERY TOP ADMINISTRATOR

Slide 11 – THRESHOLD

Slide 12 - What events/activities are we talking about?

Slide 13 – IN THE BEGINNING

Orientation – Undergraduate/Graduate/Professional

Housing/Food

Tours

Placement Exams

Individual/Group advising

Move-in

Week of Welcome

Convocation

Fraternity/Sorority Rush

Slide 14 - AROUND CAMPUS

Award Events

Chancellor/Presidential Installations

Retirement – Memorials

Divisional/Departmental Celebrations

Film Festivals

Speaker’s Series

Job Fairs

Movie Nights

Slide 15 - Public Performances (Plays, Musicals, Concerts)

Art Galleries - Museums

Open House (Institutional – Departmental)

University (Founder’s) Day

Home-Coming

Conferences

Slide 16 - Athletics

Stadiums, pools, gymnasiums

Summer Camps

University sponsored

Outside Contractor

Housing, lockers/showers, food service

Slide – 17 END OF YEAR

Commencement

Main

Departmental

Class Reunions

Baccalaureate

Slide 18 - WHAT ARE THE ACCESS ISSUES TO CONSIDER

Communication

Physical Access

Facilities

Meeting areas

Way-Finding - Path of Travel

Transportation/Parking

Restrooms

Amenities

Slide 19 - ACCOMMODATIONS

Participation

Communication: visual, hearing

Printed materials

Streaming (websites, overflow)

Interpreters/CART

Assistive Listening

Amenities – food/beverage

Slide 20 - #1 CAUSE OF COMPLAINTS/PROBLEMS

Slide 21 – Picture of Strother Martin who plays‘The Captain’ in the 1967 movie ‘*Cool Hand Luke’* who says:

Slide 22 - ***“ What we’ve got here is a failure to communicate”***

‘The Captain’ in the 1967 movie ‘*Cool Hand Luke’*

Slide 23 – COMMUNICATIONS

Slide 24 – ELECTRONIC

Emails

Websites (links)

What is the institutional ‘policy’

(WE) Information Technology VP, Compliance Committee

Slide 25 - Email from Ticketmaster advertising upcoming events (all unreadable)

Slide 26 - Same email with a ‘Text Only’ header

Slide 27 - Clicking on ‘Text only link’ provides the following

Ticketmaster®

Music – Sports – Arts – Family

Summer Picks Just For You

The Book of Mormon (Touring)

Get Tickets (link)

Just Days Away!

North Carolina Symphony Orchestra

North Carolina Symphony – Glenn Miller To Gershwin: Jump, Jive & Swing Get Tickets (link)

Slide 28 - SYLLABUS ACCESSIBILITY STATEMENT

Federal law requires the university to accommodate students with documented learning, physical, chronic health, psychological, visual or hearing disabilities

To receive accommodations students must make a formal request and must supply documentation from a qualified professional to support that request.

Students who believe they qualify must contact DEPARTMENT, LOCATION, PHONE to begin the accommodation process. All discussions are confidential

Accommodations cannot be provided retroactively.

More information may be found at: (Links)

Slide 29 – PUBLIC EVENT STATEMENT

If you require assistance to attend and participate in this event/activity, please contact

NAME

PHONE NUMBER (and RELAY)

EMAIL OR LINK (to complete accessible form)

By: Due Date

Contracted activities

(WE) Event Managers, Department Coordinators

Slide 30 – PRINTED ADVERTISMENTS

Are all poster advertisements required to be posted electronically?

e.g. student organizations

Institutional Policy

Slide 31 - COSTS

Parking

Accessible publications

Programs - (large print, braille [alternative - word document])

Interpreters/CART

* + MUST have guaranteed parking
  + Paid for rehearsals

Slide 32 - COSTS

What office is responsible for *‘accommodation’* costs for public event?

ADA Office

Sponsoring Departments/Units

Written into contract with special events

Traveling Performances

Summer ‘camps’

(WE) Business Office, Director of Purchasing/Contracts

Slide 33 - IN THE EVENT OF…

Emergency

Does the evacuation plan address persons with disabilities?

….and who knows this??

(WE) Campus Health &b Safety, First Responders, Event Personnel

Slide 34 - PROGRAMS

Anything ‘printed’ originated in an accessible document (to go to the printers)

Why can there not be a ‘link’ that allows electronic access to the program information?

Slide 35 - QR CODE

Illustration of a QR Code

(Black/white square with ‘dot’ in specific locations that are ‘read’ by a computerize reader)

Slide 36 – PERFORMING ARTS CENTER

App (refreshing/updating for various programs/performances

Branding Opportunity

Slide 37 - Equity and Excellence

Access in Higher Education

AHEAD Logo App (trademark)

Slide 38 - EQUIPMENT

Assistive Listening Systems

Checkout (explained in literature)

Multiple locations e.g. Orientation, Open Houses, etc..)

SLIDE 39 – PLANNING

FACILITIES REVIEW

SLIDE 40 – CAMPUS INVENTORY

Where are the common places for ‘events’?

Slide 41 – AUDITORIUMS

Stage – access

Podium access

Standing

Seating – line of sight to interpreters

Wheelchair and companion access

Limited mobility access

Table seating

Causal ‘discussion’

Slide 42 – ARENAS – STADIUMS

Ground/floor seating

Wheelchair and companion access

Limited mobility access

Sightline to interpreters on stage

Large Screen (CART)

Sporting Events

Slide 43 – TRANSPORTATION/PARKING

Accessible spaces must connect to the shortest accessible route to the accessible building entrance or facility they serve.

[**https://adata.org/factsheet/parking**](https://adata.org/factsheet/parking)

Slide 44 - MULTIPLE LOTS

**Stadium/Arenas**

**Adjacent lot – 1000 spaces = 20 accessible (4 van accessible)**

**Remote lot – 1500 spaces = 25 accessible (5 van accessible)**

***shortest accessible route to the accessible building entrance or facility they serve…***

**Adjacent lot = 45 accessible spaces (9 van accessible)**

**Accessible Shuttle Service**

(WE) Parking/Transportation Coordinator (even if contracted)

Slide 45 – WAY-FINDING

Maps

Signage

Buildings

Accessible Entrances

Room Access

Slide 46 – ROOM SET-UP

Slide 47 – ROOM SET-UP

Theater Seating (movable seats)

This set up has chairs side by side with or without a center aisle and on end of the row about every other row a couple of chairs are removed for a wheelchair/scooter, and if there is a center aisle, chairs are removed in the aisle. This is so that persons using wheelchairs/scooters can sit in various locations and not in just the front or back. It must be remembered that extra space between rows is necessary.

Slide 48 – CLASSROOM SEATING (Movable Seats)

Similar to Theater seating but each row has tables.

With movable seats persons using wheelchairs can sit in any row but it must be remembered that extra space between rows is necessary

Slide 49 – BANQUET SEATING

Round tables (sits eight guests) are arranged in straight rows horizontally but alternating rows (2, 4, 6, etc.) have one less table so that the vertical rows are offset so that table 1 on the second row is between tables 1 and 2 on the first row. Make sure the tables are far enough apart so that when guests are seated a person using a wheelchair/scooter can pass.

Slide 50 - AMENITIES

Restrooms

Non-Gender

Aromas – Fragrance Free

(WE) Housekeeping

Slide 51 – FOOD

Is there an option for everyone?

Food allergies – nut, seafood, gluten, lactose intolerant

Food preferences – vegetarian/vegan

How is the food presented/served?

Roving servers, banquet,

Buffet – accessible?

(WE) Director of Food Services

Slide 52 – Questions, Thoughts – forgotten what????