

brandwyn.lerman

To: Jeff.Gricar; patricia.ugwu
Cc: Kumudu.Fernando
Subject: RE: FW: Revisions to Essential Functions

From: Jeff. [REDACTED]
Sent: Friday, May 18, 2018 3:02 PM
To: brandwyn.lerman <brandwyn.lerman@hccs.edu>; [REDACTED]
Cc: [REDACTED]
Subject: RE: FW: Revisions to Essential Functions

Thanks for the update. Kudos to you and your work. I concur with the 3 program directors who have raved about the fantastic job you have done with the essential functions and for your meetings with faculty. Great Work!

Jeff [REDACTED] | Dean, Health Sciences
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From: brandwyn.lerman
Sent: Friday, May 18, 2018 2:03 PM
To: Jeff. [REDACTED]
Cc: [REDACTED]
Subject: RE: FW: Revisions to Essential Functions

FYI—please see below regarding Essential Functions for NMTT, which went out in the second half on Tuesday (5/15). I'm unsure if [REDACTED] was already on vacation by then, but I did not receive an out-of-office reply...

Just keeping you all updated on timing. This may set us back on our integration step, but I won't wait to send Kumudu the other finished ones. We'll keep you both posted.

Best,
Brandy

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From: [REDACTED]
Sent: Friday, May 18, 2018 1:43 PM
To: brandwyn.lerman <brandwyn.lerman@hccs.edu>
Subject: Re: FW: Revisions to Essential Functions

Hello,
I am on vacation until Monday. I will submit them to you by noon that day.

Thanks

From: brandwyn.lerman
Sent: Friday, May 18, 2018 1:25:55 PM
To: [REDACTED]
Cc: Jeff. [REDACTED]
Subject: FW: Revisions to Essential Functions

Hi ladies,

I wanted to send a gentle reminder to please ensure I receive feedback on the Essential Functions for each of your Programs by close of business today. They are attached here again for your convenience.

I intentionally kept today open so you guys can call me with questions. I've already helped several others today and resolved their concerns. So, please do let me know if you have any questions or concerns I can help work through.

Best,
Brandy

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From: brandwyn.lerman
Sent: Tuesday, May 15, 2018 1:40 PM
To: [REDACTED]

Cc: [REDACTED] Jeff. [REDACTED]

Subject: Revisions to Essential Functions

Importance: High

Hi All,

I've attached our working draft of revised Essential Functions for each of your programs.

Please note that revisions are primarily in the verbiage used to describe sensory-based requirements. Content from the original documents was not omitted. However, it may be rephrased and/or reorganized in a different functional category.

I also intentionally used a prospective student's perspective to review for clarity. Some standards seem pretty obvious as to why they are essential to a given program. Though, to an applicant who has not yet received the respective education, some standards are not so obvious.

When we give clarity for the less obvious standards, we ensure applicants know full well what they are getting into. On a few of these, I tweaked or added new content, using the knowledge I do have about each of your programs.

For those standards marked in **blue** text, I need your help. Please compose a task that exemplifies the standard, or provide a range of ability (range of weight to be lifted/pushed/pulled; distance for depth perception; etc.).

If you find this challenging, let's collaborate! The goal is to remove standards that leave room for ambiguity and/or misunderstanding from our final drafts.

Please do return comments, concerns, suggested rewrites, and/or feedback to me by close of business Friday, May 18th. I will integrate that content with Kumudu's Application Guides, which will be submitted for publishing the following week (May 29th).

Best,
Brandy

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