

## CEPP Meeting Agenda

March 16, 2026 @10:10-11:10am

Bolton 380

### CEPP Member Attendance:

Name	Title	Present	Absent
Amy Frappier	CEPP Chair	✓	
Adrian Bautista	DOS/VPSA	✓	
Lila Glanville	SGA	✓	
Heather Hurst	Faculty	✓	
Natalie Koegler	SGA	✓	
Ryan Overbey	Faculty	✓	
Robert ParkeHarrison	Faculty	✓	
Javier Perez-Moreno	Faculty	✓	
Kelly Sheppard	Assessment	✓	
Natalie Taylor	Interim DOF/VPAA	✓	
Jamin Totino	Associate Dean for Student Affairs	✓	

Guests: Cory Freeman-Galant (ADOF), Meg Hegener, Joel Aure, Sara Miga.

Scribe: Javier Perez-Moreno

**1. Approve minutes from meeting on March 02, 2026 – Minutes approved**

**2. Announcements**

Visit from Middle States coming soon.

**3. Ongoing Business**

**a. Digital Accessibility: Presentation and Discussion. Jamin Totino (Assoc Dean of Student Affairs), Meg Hegener (Student Accessibility Services), Aaron Kendall (IT - LEDs), Sara Miga (Communications), Joel Aure (Equal Opportunity & Title IX)**

Jamin Totino: Addressing Title II which will start in April for large institutions, for small institutions it would be April 27. We are not subject to Title II, but we need to address digital accessibility which has implications on other titles. Jamin provides an overview on Digital Accessibility in cooperation with Aaron, Meg, Sara and Joel.

Sara: Digital accessibility means **Everyone can access course material and use our online content – including people with disabilities.**

Universal Design helps everybody, not just people with disabilities.

The U.S. Department of Justice updated ADA Title rules, which apply to public colleges. Although Skidmore is a private college, expectations are rising, and we need to be pro-active, no reactive.

Skidmore must comply with ADA Title III, and Section 504 & 508. All online activity/materials are affected.

Where we stand today:

- Legacy pages follow WCAG 2.0
- Redesigned pages meet WCAG 2.1 AA.
- All new pages must meet WCAG 2.1 AA.
- We are moving toward WCAG 2.2 AA alignment.
- Documents (specially PDF) are a significant area for improvement

98% of the traffic goes through documents in PDF format or word format, and while the documents might be outdated is a change to have them available.

Default approach: Publish informational content as web pages (HTML) – not PDFs. PDFs are not mobile-friendly, if used, PDFs must be fully accessible. Accessible PDFs are properly tagged, use structured headings and lists, work with screen readers, meet WCAG 2.1/2.2 standards.

We can't rely on remediation (expensive, time-consuming, technically complex, unrealistic at scale). It's far better to plan from accessibility from the start, use approved templates, choose HTML whenever possible (will be available on Communication Offices.)

Aaron: Where we stand today – LMS & Course Materials

- 12511 PDFs
- 4892 Missing Title
- 6233 Untagged
- 2589 Not OCR'd (the screen reader will see a blank page, it's completely inaccessible.)
- 2965 Word Documents and 2933 PowerPoint Files

What tools or resources can LEDs offer to faculty? Right now, we have a tool available. IT is looking at some options. D2L has rolled out a service that would be fully integrated

and do some lifting, but it's kind of pricy. The LEDs website has information on how to use accessibility checkers.

Kelly: What are we doing to align the efforts? The problem is that if we don't provide the PDFs then we will have to ask them to purchase books.

Aaron: There has not been a comprehensive effort done yet.

Heather: How are our internal resources being allocated? Can we triage this so there is more coordination? Aaron: We can look at your materials to let you know if they are accessible. Adobe has a very labor-intensive fixer.

Javier: We need to address LaTeX, AI issues if we have a company outsourcing the accessibilities it will be through AI. Also, what about diagrams and hand-written equations.

Ryan: Humanities are resorting to give printed documents to avoid copy-paste for LLMs.

Aaron: This would not work as soon as you have one student that requires accommodations, in that case you'd want to make available for all. Meg: When they find out that a student is going to need digitally accessible documents, they contact to the faculty ahead of time. Having a full class not being accessible at the beginning of the semester will cause trouble for the student that might need accommodations.

Natalie: Does 504 require that if one student receives accommodation, all students should have accessible materials? Meg: it is not necessary.

Sara: What does Shared Accessibility and Success looks like. From OCM perspective it's better to be proactive vs reactive. Jamin: Some students don't request accommodations because they can manage with their current tools, and requiring them to request them will force them to "out" themselves.

Heather: Just because we get accessible documents online, that doesn't address all the student's needs. Joel, we need to be prepared, Javier indicates that most faculty wants to make their materials available. Sara: Communications (CMS) is developing guidelines on how to approach this issue.

Ryan: Committee pages are open to public and they are not accessible compliant. Sara: What are internal documents, and what are external documents. Kelly: How far we are from an intranet? Sara: CMS has met with library to consult with them what are the things that need to be archived or not.

Documents will be shared with CEPP. Continuing conversations, also including CLTL and IPPC.

**Prevention is more sustainable than repair.**

b. *OCSE Proposal re: London FYE.*

Cory: We won't be having enough time next Monday to address it on Friday. There is no administrative rush for this. Faculty needs to know that CEPP has looked into it thoroughly.

Rather than addressing the Faculty Meeting, but CEPP's chair should send an email to faculty, carefully drafted.

c. *Online Course Evaluations: FHB changes.*

Planning to discuss this next Monday.

4. New Business

a. Upcoming– Plan for review of *Goals for Student Learning & Development (GSLD)* and prep for MSCHE external review team campus visit

We didn't have time to discuss this. Kelly will send us the documents so we can ready form the external review.