Attendees
Sommer Atchley, Mary Anne Christensen, Kara Cleveland, Ben Gallagher, Mary Heid, Darrin McCarthy, Jeanine Mooers, Shanon Taylor

Updates
No changes to minutes from last meeting.

Accessibility Testing Report Review
All requests for software review were discussed. Next steps were defined for those that are still outstanding as follows:
Skype for Business: Since request is for student and public facing use, software will be tested.
WriteLab: Awaiting software updates, then final testing to be performed.
Give Pulse: Has been rested, awaiting written report.
Turnitin Canvas Integration: meeting will be scheduled w/ TLT to review software on or after 7/1 implementation.
Survey Monkey: Will test a MED survey, will publish guidelines for creating accessible surveys.
@school Online Orientation: testing in progress.

Committee Process Draft Review
Discussed that testing will only be performed twice per product. First test will be discussed with vendor and remediation plan agreed upon. Once remediation is complete, re-test will be performed. If possible, this re-test will be performed by the same tester who performed original testing.

Next Meeting
May 4, 2016 at 2:30pm – Location PSAC DRC Conference