Electronic Information Technology and OCR Compliance Committee
University of Nevada, Reno
Audit Subcommittee
Meeting Notes
December 17, 3pm, MIKC 402

Attendees
Kelsea Duffrin, Ben Gallagher, Mary Heid, Ed Huffman, Kevin Murphy, Pat Ragains, Mary Zabel

Discussion Items
Websites Policy
A policy is being drafted to grant authority to remove websites that are not compliant with the UNR EIT Policy.

Audit Priorities
Websites associated with high impact courses will be addressed during the first audit. Subsequent audits will select a random sample.

LMS site audits can begin mid- to late-September, 2016 after the fall LMS implementation. These will be prioritized by high impact and then followed by random sample audits.

Audit Procedure
All centrally scheduled classrooms will be physically inspected for accessibility at the end of summer session, prior to orientation. Results will be compiled and a report will be written by this committee. This committee will develop a universal checklist to be used for all spaces with EIT (centrally scheduled classrooms, non-centrally scheduled classrooms, IT common spaces, non-IT common spaces, labs, open access/common spaces, conference rooms, etc.) and will send that draft to the other committees for review and input. Mary Heid will provide a list of spaces to the committee.

Audit Staffing
Needs to be addressed.

Next Meeting
January 22, 2016. 10am. MIKC 402.