

**Regents' Administrative Committee on Learning Disorders**  
**April 18, 2007**  
**Georgia College & State University**  
**Approved Minutes**

**Present:** Anne Gormly, Chair; Wayne Akins, Leslie Caldwell, Pam Feldt, Noel Gregg, Christopher Lee, Mary Morris, Carol Pope Nancy Reed, Audrey Reid, Cathy Rozmus, Beverly Sermons, Gerri Wolfe.  
**Guests:** Mike Chambers, Tonya Lam (for Sandra Stone), Bonnie Martin, Dorothy Zinsmeister (for Sandra Stone)  
**Regrets:** Ann Loyd (Kim Gibbs attended in her place)

1. Anne Gormly began the meeting with a welcome, introductions, and a review of the agenda.
2. A motion to approve the minutes from the September 2006 meeting was made, seconded, and unanimously approved.
3. Dr. Anne Gormly reported on a meeting she and the Center Directors had with Vice Chancellor Sandra Stone. Several issues were addressed including membership of the committee, updating the USG website, the process for evaluation of center directors, and budgets. The relationship of the AMAC project to the work of the Administrative Committee on Learning Disorders was also discussed. Members of USG staff in attendance asked helpful questions with regard to the communication issues with the USG Office. A request was made that copies of the Center annual reports be sent to the Dr. Stone at the USG Office and made available on the website. Reports from FY 05, FY 06, as well as the upcoming FY 07 were requested. Center directors agreed to provide these reports. The website link for Learning Disorders will also be provided. The purpose of the Centers and the role of this Administrative Committee were discussed.
4. The membership of ACLD was discussed; it was agreed that the membership of the committee should reflect the USG sectors and reflect the demographics of the students served. A suggestion was made to include a member of AHEAD as a member of the committee; after discussion, it was agreed not to include external representatives on the committee. Of course, guests are always welcome to attend ACLD meetings. It was agreed by vote that the ACLD would be composed as follows:

Center Directors (3)  
Academic Vice President (2, one each from 2-year and 4 year sectors)  
Student Affairs Vice President (2, one each from 2 year and 4-year sector)  
Service providers ((6, 3 from 2-year and 3 from 4-year institutions)  
Liaisons from the Centers (3)  
Representative with legal background in ADA issues (1)  
USG Regents Testing representative (1)  
Vice Chancellor for Academic Programs & Planning (or representative)  
Associate Vice Chancellor for Student Affairs (or representative)  
Medical rep—MCG; health services; nurse practitioner??

Center Directors and Liaisons would serve by virtue of title. It was agreed that the other committee members would have three-year terms, which could be renewed. Initially, these terms would be staggered for one, two, and three years effective Fall 2007. Liaisons would serve as non-voting members. The chair of the ACLD would be one of the academic vice presidents. It was also suggested that the committee might consider drafting operating procedures (purpose, meeting frequency) for the committee.

5. The Center Directors provided a report of activities and issues since the last meeting. Mary Morris reported that referral and evaluations at the Georgia State University Center were down since the last report. This was due in part to a number of staff members being out for a variety of reasons. The Center is now fully staffed. There is greater emphasis on educating clients on the use of assistive technology now that the AMAC resource is available.

Pam Feldt, new director for the Georgia Southern Center also reported that activity in their center has been down as well. They are almost fully staffed and have been doing a lot of outside evaluations, due largely to the demographics of the region they serve. Many of their clients have to travel three or more hours to get to the Center for evaluation.

Noel Gregg provided information on activity and projects ongoing at the UGA RCLD. She indicated increased efficiency in handling more evaluations (140 for the past year) with the same number of staff. In addition, the UGA RCLD staff piloted (6 evaluations) going off campus to complete evaluations as a means to provide a service to individuals who can not come to the center. She also described their new database that includes additional information on accommodations recommended and services provided. In addition, she discussed the new database created for the review of outside documentation. She offered the databases to the other centers if they would like to utilize them. The UGA Center now has two staff that will split the liaison responsibilities. She introduced Gerri Wolfe, one of the new liaisons; the other liaison is Jennifer Lindstrom who will come on board July 1, 2007. She also provided an update on the project for fast tracking evaluations with Vocational Rehabilitation (ten day turn around), the project with DTAE, and the Project Bridge program with secondary schools in Rabun, Habersham, and Hall counties. She discussed the Webinars series the Center and Georgia AHEAD conducted this past year.

6. After a brief discussion of the need to establish a process for evaluating the performance of Center Directors, Cathy Rozmus agreed to convene a subcommittee including Leslie Caldwell, the three Center Directors, and Wayne Akins to draft a process to bring back to this committee for review at the fall meeting.

7. Leslie Caldwell discussed the status of the USG survey. It was agreed to post the aggregated data on the USG website and distribute the disaggregated data to the academic and student affairs vice presidents of USG institutions. Additionally, it was recommended that institutional service providers and Presidents receive the survey data. It was further recommended that Cathie Hudson at the USG Office be the custodian of the data that is collected. Leslie Caldwell asked who should review the data for

“outliers” and make recommendations; it was agreed that this committee would continue to review the draft survey data and include any recommendations in its minutes.

8. Christopher Lee gave an update on Alternative Media Access Center (AMAC). The number of institutions using AMAC and paying the subscription rate has increased (now 31, 22 USG and 9 non-USG members) and this has allowed for an expansion of services, including support services for users. The database (NEON) has been implemented and facilitates a number of functions. An additional request for increased allocations to the AMAC has been made; these additional funds will allow for an expansion of services, particularly in the area of Braille support and services for the deaf and hard of hearing.

9. Mary Morris raised the question of the impact of the Fix for Four Tuition plan on students who have a reduced course load as an accommodation. Tonya Lam indicated that there is specification of an appeal process at the institutional level. It was suggested that service providers could reinforce the importance of this accommodation in campus appeals. This issue will also be discussed at the BOR Office level. Guidelines are needed to assist campus committees. It was recommended that a draft system wide recommendation of criteria for reasonable extensions be developed by Center Directors and Disability Service Providers and brought back to the fall meeting for review.

10. Mary Morris asked whether Centers charged a fee for an updated evaluation for students previously evaluated at a Center, for the purposes of GRE/MCAT or other standardized tests. No Center charges an additional fee for this service; the directors agreed to collect data on the number of such evaluations that are provided.

11. Carol Pope asked about whether there should be limits on the number of times LD students are required to take the Regents’ preparatory course. Leslie Caldwell provided some feedback on this issue and reinforced the need to be flexible with students, some of who may now enroll in the course in an independent study format. However, Board Policy requires that all enrolled students at the 45 hour point take the preparatory course if they have not passed or exempted the Regents’ Test. Students who are not enrolled at their institution in a particular semester may be allowed take the Regents’ Test. Students having finished course-work without passing the Test may also be allowed to take the Test without taking the preparatory course.

12. Carol Pope asked whether any accommodations are provided to LD students who participate in study abroad courses. It was agreed that more information is needed from Rick Sutton at the BOR Office.

13. Gerri Wolfe provided an update on the successful cross agency focus group discussions. Three focus groups consisting of feeder school participants from UGA, Georgia Southern, and GSU RCLD regions were conducted in order to explore experiences, opinions, needs, and concerns regarding evaluating and serving students with disabilities at two year and technical colleges. Four main themes emerged: 1) students from all socioeconomic levels are generally under prepared for the academic and social rigors in postsecondary settings; 2) disability service providers do not have

established programmatic and institutional policies to serve a diverse student population; 3) funding levels for postsecondary disability offices is inadequate to support and maintain professional staff and comprehensive services; and 4) communication and collaborative networks are required across institutions in order to maximize services to students.

Suggested solutions emerged from the group discussion. These were organized into four topics: 1) new directions for RCLD evaluation services; 2) transition resources; 3) disability service provider resources; and 4) increase collaboration with other state agencies to improve services.

14. Bonnie Martin distributed a handout describing issues associated with math substitutes for core courses for students with learning disorders. She agreed to send to Anne Gormly material and a list of questions for committee members to answer in preparation of a report she is preparing on possible legal issues. Once Anne Gormly receives this material from Bonnie Martin, she will distribute it to committee members. It was agreed to proceed with setting up a committee to approve such substitutions. Center Directors would be asked to review all available material and make recommendations for possible criteria for possible substitutions.

15. The Center Directors are continuing their review of the Academic Affairs Handbook with the goal of updating and clarifying the Handbook. They will report back at the fall meeting.

**Members are asked to check their calendars to see if the following possible dates would work for the next meeting. Members are asked to email Lori Westbrook, Anne Gormly's assistant at ([lori.westbrook@gcsu.edu](mailto:lori.westbrook@gcsu.edu)) and indicate their availability. The possible dates include:**

**Wednesday, October 24**  
**Wednesday, October 31**  
**Wednesday, November 7**