In attendance: Katie Blocksidge, R.J. Dannemiller, DeeDee Fetters, Denny Hollern, Adrian Rodgers, David Wirt & Connie Zang

- Connie Zang called the meeting to order at 1:07pm.
- Connie introduced a new committee member, Katie Blocksidge, who briefly shared her background. She was formerly employed at Owens Community College in Findlay. Currently, she is a librarian in The Warner Center Library.
- After a review of the meeting minutes from Tuesday, March 6, Adrian Rodgers motioned and David Wirt seconded the motion to approve them. The members all agreed. Then Connie approved them as written.
- Connie shared that there is still a need for student representation on the committee in the future. She encouraged everyone to consider potential candidates to invite.
- Connie inquired of the progress made to affix stickers (with emergency contact phone numbers) to phones on campus. Denny Hollern confirmed that most of the phones have them.
- Denny stated that a way finding/signage initiative on campus is forthcoming. This will include major entry points, restrooms, labs and areas of refuge (from tornadoes, etc...) as well as parking lots. Connie mentioned the need to identify staff members on campus who may need assistance evacuating buildings in the event of emergencies. She promised to create a list of individuals to include on the list. Denny mentioned that the Fire Department will be called for "backup" as deemed necessary for assistance in emergency situations and that scheduled classes may need to be temporarily relocated in the event of them.
- Adrian Rodgers mentioned that an automatic door opener button at the southwest corner of Hopewell Hall is malfunctioning.
- Connie mentioned that she and John Berry visited The North Campus Building in an effort to address students’ concerns about some classrooms being filled (possibly over) to capacity which has caused them discomfort. She stated that although the classrooms were odd shaped, they were not beyond reason and that students will be encouraged to arrive early to their classes to select seating of their preference in the future.
- As for new business, Connie mentioned that LCD screens were purchased for use with captioning in The Reese Center. She mentioned that they will be in place for next year’s OSU Celebration ceremonies. She expressed her concern about the upcoming COTC Commencement, since an outside vendor will provide real time captioning services this year and that the effectiveness of the service will be tested on the day of graduation.
- Connie opened the floor for additional new business. Since there was none, she inquired about the next meeting date. Denny suggested two weeks into the Fall Semester and Connie suggested after Labor Day in September; the date is contingent upon Adrian Rodgers’ schedule.
- Connie adjourned the meeting at 1:56pm after motions by Adrian Rodgers and David Wirt.
- As we all agreed, the future meeting days and times will be in September, November, January & March for the next academic year.