Accessibility & Accommodations Committee Meeting MINUTES

Date: Monday, October 21, 2024

Time: 2:00-3:00 PM ET

Attendance:

Julia Huyck (chair), Ariel Hight, Samantha Stiepan, Ramnarayan Ramachandran, Rhiannon McNeely (executive office)

Minutes:

The committee meeting began with a thorough discussion about preparations for an upcoming coffee hour, highlighting the critical importance of enhancing presentation efficiency and accessibility. The committee examined strategies to increase traffic to the accessibility resources and templates available on ARO.org, aiming to better promote these tools for creating accessible presentations.

The committee discussed the potential inclusion of QR codes in posters to provide attendees with digital copies of materials, as well as the option to record presentations for later viewing. This would not only make information more accessible but also engage a broader audience. The committee agreed to investigate this further, investigating the feasibility of generating unique QR codes for each poster that link directly to digital content.

The committee suggested creating a designated poster board that will remain on display throughout the 2025 Midwinter Meeting, serving as a demonstration of an accessible poster. This initiative aims to showcase best practices in accessibility and inspire participants to enhance their presentations.

In conjunction with this, the committee discussed implementing a rating system for posters based on their accessibility features. Plans were made to create a checklist that could guide poster presenters in making their submissions more accessible. The possibility of offering awards to incentivize participation in this initiative was also considered. The idea of a special award for the most inclusive poster representation was well-received, with the committee emphasizing the importance of providing formal recognition.

The Executive Office will provide an update on the requirements for audio file and digital poster uploads, as well as the designated poster and QR code generation processes. Additionally, they will outline plans to recognize those who create the most accessible posters at the upcoming midwinter meeting.