Meeting started at 9:00

Ron Chomicz introduced our webinar speaker Julia Maugle, a representative from Symplicity Corporation, who was presenting a webinar on Accommodate software for disability office use.

**Webinar synopsis:** Julia presented information about the software which included the following points:

* This company also offers Insight an early alert system and used by advising.
* “Accommodate” software was developed for disability services and reports to be the largest program used in the field. This program requires upfront fees and annual fees.
* Should you discontinue using the software; data will be downloaded for your records.
* The software allows an office to be completely paperless from the initial online Intake.
* Appointment request can be completed online.
* Software works with SIS systems like Banner and can be populated with information on all campus wide students including semester schedules.
* Faculty accommodation letters can be generated easily in the system and can be emailed to student and/or faculty, however an office sees fit.
* Testing accommodations and room reservations can be initiated by the student online and managed by the office online.
* A history of testing accommodations and all other contacts is kept in the student profile.
* Note taker organization and communication can be completed with the program.
* Faculty site includes information and organization of accommodations for faculty members.
* Continuously maintains data and can generate data in various forms with the push of a button. Canned reports can be generated; also customized reports can be generated to meet institutions statistical needs.
* Student swipe cards can be created to maintain records.
* The Company may offer discount pricing to larger buying entities like the State of Connecticut’s University system
* Cost of system will be sent separately with meeting notes
* References from other institutions using the software can be forwarded
* Julia’s contact information:

 Julia Maugle
Phone: 703-373-7042
Email: jmaugle@symplicity.com
--------------------------------
Symplicity Corporation
[www.symplicity.com](http://www.symplicity.com)

**Discussion Afterwards:** Attending members generated various questions during and after the presentation including the following comments:

* Concerns were made regarding the time it took to adopt and adapt to the program.
* Members who have called other institutions have received poor reviews of the software
* Ron and Sam, from Gateway, stated that once the program was adapted, they found the use of the program intuitive, efficient and a significant time saver. Particularly efficient in regards to generating data.
* State offices will be investigating a negotiated cost associated with larger purchase.
* Other software programs were discussed – Clockwork (onetime fee and small annual fee), Starfish and Titanium (created and used in counselling departments and also adapted to disability offices.)
* Note taker discussion ensued. Did OCR recently state that note takers need to be paid? Are note taker’s viewed as employees or are notes viewed as “products”. Members will investigate and discussion will continue in our next meeting in February along with other “hot” topics.
* Because of time, it was decided to share forms next meeting.
* A member noted that New England AHEAD was having a mini conference meeting May 21-22
* Announcement was made that any member may use the list of members as a “listserv” for questions at any time through the year.

**Next Meeting Dates:**

* Next two CTAHEAD meetings are February 27 (Hot Topics and Form sharing) and April 17(Residential life and disability services)

Meeting was adjourned at 11:45.

Respectfully submitted,

Joanne Milke

CT AHEAD Secretary