Summary of Notes from 2/22/2018 Meeting
Monitoring Team Attendees: Marty Baylor (Convener), Chris Dallager, Laura Haave, Eileen Lower, Barb Tousignant
Other Attendees: Carolyn Livingston, John Matthews (For Steve Spehn), Fred Rogers

1) Lobby for changes to the MN Building Code
- The nominal time to lobby for the building codes was in fall 2017, but we are going to check in with the 2018 building codes.
- There are many restaurants that only have all-gender restrooms. Are they violating code or are the codes different for restaurants?
- If there is an opportunity to lobby for revised building codes, it might be worth bringing this before the MN Colleges Consortium.
- Follow-up/Action items:
  o Chris Dallager is going to find out the status of the 2018 building codes/revisions to existing building codes.
  o Chris Dallager is going to see if he can find out what allows restaurants to "get around" the building codes for gendered restrooms.

2) Facilities, Residential Life, and PEAR will audit our current facilities to assess current restrooms
- The survey responsibilities have been divided up as follows. Facilities will survey restrooms in all academic and administrative buildings, Res Life will survey all residential restrooms, and PEAR will conduct the surveys in the athletic buildings (Cowling, Rec Center, Stadium, and West Gym).
- Facilities submitted a student job posting to help with conducting the audit but has had no responses until now. Students are starting to apply for spring break work. Barb will try to hire four students to conduct surveys in the academic and administrative buildings over spring break, and what is not completed, Facilities staff will finish.
- An extensive spreadsheet listing all restrooms on campus has been created. The spreadsheet keeps track of gender designation, ADA compliance, accessibility, fixtures, and signage. A 5-foot stick has been created to facilitate easy measurement of ADA compliance of necessary dimensions.
- A trial run of the spreadsheet was performed using the library restrooms to determine whether the spreadsheet would capture the desired information. The trial run appears to have been successful. Although it doesn't capture every detail, it captures the major information we need immediately.
- There is a goal of auditing all restrooms by the end of spring break. If it is not possible to do a complete audit, priority will be placed on restrooms in residence halls that are best accessed when students aren't around so that the audit can be completed during spring term.
- There are problems with the fact that Colleague can't provide more than one designation for a restroom. Also Colleague lists ADA accessible restrooms as "handicapped." It would be better if they were designated as "accessible."
- Follow-up/Action items:
  o To individuals doing the audit - since Colleague cannot provide more than one designation/room type, use the 5th column of the spreadsheet to capture additional information.
  o Barb Tousignant is going to see if it is possible to get Colleague to allow more than one designation/room type for a restroom.
  o Barb Tousignant is going to ask IT to change the ADA accessible restrooms' designation/room type in Colleague from "Handicapped Bathroom" to "Accessible Restroom"
  o Laura Haave has a student who is possibly interested in spring break work. Laura will follow up with this student and refer them to Barb.

3) Develop plans for changes to existing facilities

- These items are waiting for completion of item 2).

4) Empower Facilities and Residential Life to change the designation of restrooms
- Andrea Robinson, Director of Res Life, needs to be part of this conversation.
- Follow-up/Action items:
    - Caroline Livingston has invited Andrea to attend the next monitoring team meeting during spring term.

5) Standardize the signage
- Steve Spehn has been coming up with official signage for all variations of signage for restrooms.
- Follow-up/Action items:
    - Steve will provide a mock-up of new signage for the Monitoring Team to review at the next meeting during Spring Term.

6) Post List of Restroom Locations
- This depends somewhat on the completion of the audit in that some of the restroom designations will change because they will not meet state building codes.
- Currently, the GSC map is populated by word-of-mouth or direct contact. This is problematic since new restrooms are not added to the map in a timely manner.
- There was a discussion about whether it was more desirable to have all-gender restrooms in more or less visible locations. Some students complain that if they are in visible locations, then more people who are comfortable using gendered restrooms will use them. Therefore, they will be less available for people who do not feel comfortable using gendered restrooms. This is apparently what has happened in the new library restrooms. The fact that they are new, large, all-gender and in a very visible location makes them very popular. However, if the all-gender restrooms are in less visible and out-of-the way locations, then they require more time to access making students late for class or they miss more class time than students who can use a restroom near their class.
- Follow-up/Action Items:
    - Laura Haave and Barb Tousignant will talk/investigate to see if it is possible for Colleague to auto-populate the GSC restroom list in the short term.
    - The Monitoring Team proposes as a long-term goal the possibility of providing a printed map, available in Admissions, that lists all ADA accessible and all-gender restrooms on campus.

7) Post Directional Signage.
- This item is waiting for completion of item 2).

8) Address this issue through College policies on non-discrimination
- The non-discrimination policy was revised a little over a year ago and won't likely be revised again in the near future (https://apps.carleton.edu/handbook/governance/?policy_id=955843).
- The non-discrimination policy provides "Examples of Prohibited Behavior," however, it does not provide guidance on what can be done. Are there ways (strategic locations) where the Carleton community can be informed of what they can do? For example, students may use the restroom that matches their gender identity.
- Follow-up/Action Items:
    - Laura Haave is going to bring proactive examples of what students may do from other institutions.

9) Integrate all-gender and ADA-compliant restrooms in new construction and major renovations.
- This has been done in Gould Library, Weitz Music & Performance Commons and other renovations and is planned in the new science building as well as other construction projects.

- Follow-up/Action Items:
    - Develop a list of upcoming projects in the next 2 years that will include all-gender and ADA-compliant restrooms.

10) Consider the feasibility of including upgrades of all-gender and ADA-compliant restrooms in non-major renovations.
- What upgrades are needed (and possible) will be dependent on the outcome of the audit. These upgrades will be handled on a case by case basis.
- There are locations which had non-major renovations, but where it was not possible to upgrade the restrooms (e.g., Sayles). Meanwhile, there are locations which had non-major renovations where it was possible to upgrade the accessibility (e.g., Hoppin House). Each non-major renovation is evaluation for upgrades on a case-by-case basis.
- Follow-up/Action Items:
    - Develop a list of non-major renovations for the last 2 years that fall into these two categories, specifically for all-gender and ADA-compliant restrooms.

11) Communication to Carleton community
- Follow-up/Action Items:
    - Marty will type up the Monitoring Meeting Notes and share with attendees for additions and clarifications.
    - Marty will send the Monitoring Meeting Notes to the CEDI chairs for further dissemination.