

# RSA 2018 Accessibility Guide

## Minneapolis, MN



Minneapolis Skyline

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## WELCOME!

On behalf of the Board of Directors and the many volunteers who make our society possible, we would like to welcome you to the 18th biennial conference and 50th Anniversary celebration of the Rhetoric Society of America. We will be returning to the city where RSA began, Minneapolis, to continue our traditions and to make some new ones. This landmark moment arrives amid an academic resurgence in the scope and study of rhetoric, as well as a keen public awareness of its uses and misuses. The Society has never been stronger or larger and has experienced a continued diversification of its members and their scholarship. The days of the conference will be a time to consider where we have been and how we will (re)invent of future. We hope you will find the conference invigorating and accessible.

This Accessibility Guide addresses an array of possible accessibility issues related to the conference, providing a guide that we hope will be useful to you during your time in Minneapolis. You may have questions, needs, or accommodation concerns that are not covered in this guide. If those needs arise before the conference, please contact Christa Olson ([christa.olson@wisc.edu](mailto:christa.olson@wisc.edu)) and Kathie Cesa ([RSA@kocmemberservices.com](mailto:RSA@kocmemberservices.com)). During the conference, please visit the Registration desk in the Red Wing Room (Hilton Minneapolis, 3rd Floor) to be connected with the conference Co-Directors or Kathie Cesa.

The Meet Minneapolis Convention and Visitors Association and the Minneapolis Advisory Committee on People with Disabilities have created an [Accessibility Guide](#) for Minneapolis that supplements much of the information offered in this guide.

## WELCOME TO MNI SOTO MAKOCE

We are meeting on the homeland of the Dakota people, a land that they refer to as Mni Soto Makoce, “the land of cloudy waters.” The Dakota people claim the state as their ancestral and rightful home. In particular, they view the area that sits at the confluence of the Minnesota and Mississippi rivers as the sacred place of life’s origin. The first Euro-Americans who arrived here were fur traders who depended on the Dakota people for their livelihood. Unfortunately, by the 1830s, the influx of Christian missionaries, soldiers, and settlers eroded any trust that had existed and sparked conflict. Treaties made with the United States government slowly eroded the Dakota’s control of this land. After a devastating war in 1862, the Dakota were victim to the largest mass hanging in U.S. history and were forcefully exiled from the state. Many have never returned. Most regard the treaties ceding their land to have been coerced or broken by state

and federal authorities. Today the state is also a homeland to the Ojibwa and Ho-Chunk people, as well as Indigenous peoples from many nations. We acknowledge their claims.

## AT THE CONFERENCE

The Rhetoric Society of America is committed to reasonable accommodations making the conference accessible for all attendees.

While this guide focuses on many aspects of the physical locations of the conference and getting around Minneapolis, RSA's commitment to accessibility for all attendees extends to our scholarly practices as well. The conference Co-Directors have circulated basic guidance on accessible presentations to all attendees. We reproduce that guidance in Appendix A on page 22. We encourage all conference attendees to review these suggestions in planning presentations in all formats. If you have questions, please contact Christa Olson at [christa.olson@wisc.edu](mailto:christa.olson@wisc.edu)

## CART

There will be CART for a few events based on requests we have received. Of those, the Keynote Address on Friday and President's Panel on Saturday will have CART available on large monitors.

## Quiet Room

The Gallery room on the main lobby level of the Hilton Minneapolis has been designated as a Quiet Room for the conference. The Quiet Room is intended to provide a quiet, calm space where attendees can spend time away from the noise, lights, and other stimuli of conference spaces. The Quiet Room is intended as a space away and therefore is not available for conversations or meetings, even quiet ones. Due to space demands, there will be four times during the weekend when the Quiet Room must be used for other conference activities and so will not be quiet. Those times are:

- Thursday 12:15-5:00 PM
- Friday 2:45-4:45 PM
- Saturday 10:45 AM - 2:00 PM
- Saturday 6:30-9:30 PM

## Lactation Room

The Hilton Minneapolis has a lactation room (the hotel refers to it as a Mother's Room but has assured RSA they will not discriminate based on gender presentation). The Lactation Room is located on the main lobby level. It will be available to all hotel guests and conference participants. Guests and participants can check out a key for the Lactation Room from the Hilton Minneapolis front desk.



*"Mother's Room" at Hilton Minneapolis*

## All Gender Bathrooms

RSA is pleased to offer all gender restrooms located on the second floor near the Symphony 1 Ballroom. Anyone may choose to use these restrooms. Please look for the designating signage.

## Weather

In late May/early June, the high temperature in Minneapolis tends to be in the mid-to-low 70s. Nights tend to drop into the mid-to-low 50s. Spring storms are unpredictable in Minneapolis, so we'd recommend packing a travel umbrella or light raincoat. We recommend bringing sweaters or light jackets for use inside the conference areas and in the evenings since temperatures can vary in the spring months.

# ARRIVING IN MINNEAPOLIS

## Minneapolis-St. Paul International Airport (Code: MSP)

Minneapolis has one major airport: Minneapolis-St. Paul International Airport (MSP).

For more information about the airport, please go to the [Minneapolis-St. Paul International Airport website](#).

The airport is about a 20-minute drive from the conference site. More specific information about average travel time between the airport and the conference hotels is included with hotel information.

The conference hotels do not have shuttles to or from the airport, but SuperShuttle services all three conference hotels. Minneapolis also provides public transit, include a Metro bus and light rail transit system. The city is served by Uber and taxis as well. You'll find more about transportation options below.

Directions to and from the airport [using Google Maps](#) can be found at <https://goo.gl/aYf1Lk>.

Airport Information: 612-726-5555

Airport Police for emergency issues: 612-726-5577

Airport Police for non-emergency issues: 612-726-5577

The Minneapolis-St. Paul Airport is made up of two distinct terminals: [Terminal information for Minneapolis-St. Paul International Airport](#).

Getting between MSP's terminals is free on the light rail transit (LRT) service.

Trains run between terminals around the clock, seven days a week, approximately every 10 minutes during peak times and 15 minutes at other times of day. The [light rail transit page](#) has more information about LRT service at MSP.

## Accessibility Services Available at Minneapolis International Airport

The airport's [Accessibility page](#) provides information about accessibility services.

### ***Wheelchair Assistance***

Airlines provide wheelchairs for use throughout both terminals. Request a wheelchair when you make your flight reservation. Most airlines have information about wheelchair access and other services on their websites or through their reservations systems.

If you are being dropped off at MSP and require wheelchair assistance, please request to be dropped off on the Ticketing Level, Door 4 if you are flying with Delta Air Lines, Door 2 for all other airlines.

If you arrive at the airport without making arrangements for a wheelchair through your airline, one may be available for checkout at the information booth on Level T at Terminal 1-Lindbergh. Or ask an airline representative for assistance when you arrive.

Once through security, Travelers Assistance volunteers are also available to assist with obtaining a wheelchair. Simply visit an information booth or call 612-726-5500.

### ***Elevators***

All high-traffic areas of the airport are wheelchair-accessible by elevators, including ticketing and baggage claim. Elevators are located near each escalator.

Most ***public restrooms and family restrooms*** have at least one accessible extra-wide stall equipped with side grab bars.

***Companion care restrooms*** are located throughout both terminals. Consult a directory or information booth for the nearest location.

***TTY*** is located throughout all terminals at pay phone locations.

***Visual paging*** monitors are located throughout the terminals. The monitors provide taxi and security alert information, and public announcements are displayed by request. These announcements can also be viewed through the airports [Visual Paging page](#). For more information, see the airport's [Deaf and Hard of Hearing page](#).

## **TSA Help Line**

TSA has a [TSA Help Line](#) to assist travelers planning to fly on any airline in the United States. TSA Cares is a help line to assist travelers with disabilities and medical conditions. TSA recommends that passengers call 72 hours ahead of travel for information about what to expect during 12 screening. Travelers may call TSA Cares toll free at **1-855-787-2227** prior to traveling with questions about screening policies, procedures and what to expect at the security checkpoint. TSA Cares will serve as an additional, dedicated resource specifically for passengers with disabilities, medical conditions or other circumstances or their loved ones who want to prepare for the screening process prior to flying.



Travelers may also request a Passenger Support Specialist ahead of time by calling the TSA Cares hotline at **1-855-787-2227**. The hours of operation for the TSA Cares Help Line are Monday through Friday 8 a.m. – 11 p.m. ET and weekends and holidays 9 a.m. – 8 p.m. ET. Travelers who are deaf or hard of hearing can use a relay service to contact TSA Cares or can email [TSA-ContactCenter@tsa.dhs.gov](mailto:TSA-ContactCenter@tsa.dhs.gov). When a passenger with a disability or medical condition calls TSA Cares, a representative will provide assistance, either with information about screening that is relevant to the passenger's specific disability or medical condition, or the passenger may be referred to disability experts at TSA.

## GETTING TO YOUR HOTEL

Multiple options for ground transportation are available. Conference attendees who are flying into the Minneapolis / Saint Paul Airport (MSP) can travel to the hotel using a Super Shuttle (\$17.00), Taxi (\$40.00) or Subway / Light-rail (\$2.25), in addition to the options listed below.

### Shuttle Services

Minneapolis-St. Paul Aviation Department lists eleven services that can be found on the [Van and Shuttle Services](#) page of the MSP website. Some of these are through reservation only and others have scheduled shuttle service. Super Shuttle reservations can be arranged by phoning 1-800-258-3826 or using [www.supershuttle.com](http://www.supershuttle.com).

### Public Transportation

[Metro Transit](#) is the Minneapolis-St. Paul public transportation bus and light rail service. Trains and buses operate to and from MSP every day of the week. Metro Transit trains and buses accept cash and Go-To Passes. The regular fare one-way to or from MSP is \$2.00 during non-rush hours and \$2.50 during rush hours. Reduced fare for eligible seniors, youths, and medicare card holders is \$1.00 during non-rush hours and \$2.50 during rush hours. Reduced fare for persons with disabilities who hold a Minnesota State ID with an "A" or "L" endorsement or a Metro Mobility ID card is \$1.00 during both non-rush and rush hours. Metro Transit is not able to offer reduced fares for persons with disabilities holding out-of-state IDs.

For routes, schedules, and additional information, please visit the Metro Transit [website](#) or contact Metro Transit directly at 612-373-3333.

If you want to take the light rail, look for the "Blue Line," which is available at both the Main/Lindbergh and Humphrey terminals. To reach the Hilton Minneapolis, exit the light rail at the Nicollet Mall stop downtown, walking/rolling .5 miles to the hotel. For the DoubleTree, take light rail to Nicollet Mall stop and either walk/roll .6 miles to the hotel or take the 11A or 18E bus along Nicollet Mall to 11th Street and then walk/roll .11 miles to the hotel. For the Marquette Hotel, take the blue line to the Nicollet Mall stop and walk/roll .23 miles to the hotel. Maps and full trip options are available on the Metro Transit [Trip Planner](#)

## Taxis

Taxi service at Terminal 1 is accessible via the Tram Level (Level T). Signs direct passengers one level up to the taxi starter booth, where airport staff will assist passengers in obtaining a taxi.

At Terminal 2, taxi service is available at the Ground Transport Center, located on the ground level of the Purple Ramp directly across from the terminal building.

Downtown Minneapolis is approximately 12 miles from the airport, with fares averaging \$39-\$49. The distance to downtown St. Paul is approximately 8 miles and fares average \$31-\$38.

A \$6.25 fare will be displayed on the Taxicab meter at the onset of your trip. This fee includes a \$2.50 flag drop and a \$3.75 airport access fee.

## Car Rentals

Most major rental car companies have desks at both MSP terminals. You can find more information at the [Rental Car page](#) of the MSP website.

## Wheelchair Accessible Van Rentals

Accessible Vans works with a network of wheelchair van rental companies. You should schedule your rental in advance of arriving in Minneapolis. You can do so at the [Accessible Vans of America LLC website](#). You can call at 651-635-0655.

## HOTELS

There are three conference hotels: the Hilton Minneapolis, the Doubletree Guest Suites Minneapolis, and the Marquette Hotel, which are both a short distance from the Hilton. Conference events will be held at the Hilton.

### Primary Conference Hotel: Hilton Minneapolis

#### [Hilton Minneapolis](#)

1001 Marquette Ave. South  
Minneapolis, MN 55403-2440  
Phone (612) 376-1000

## Overall Accessibility

The hotel's basic accessibility information can be found at the [“Amenities and Services”](#) page. Scroll down to “for your accessibility needs.” There's not much information here.

The Hilton Minneapolis is ADA compliant. Service animals are welcome.

Guests should contact the hotel directly with specific questions [(612) 376-1000].

All rooms include a refrigerator but not a microwave.

## Parking and Transportation

There is no hotel-specific shuttle from the airport, but SuperShuttle services this hotel. The fee is \$14 each way. There is on-site parking for \$20 per day. Valet parking is also available for \$40 a day.

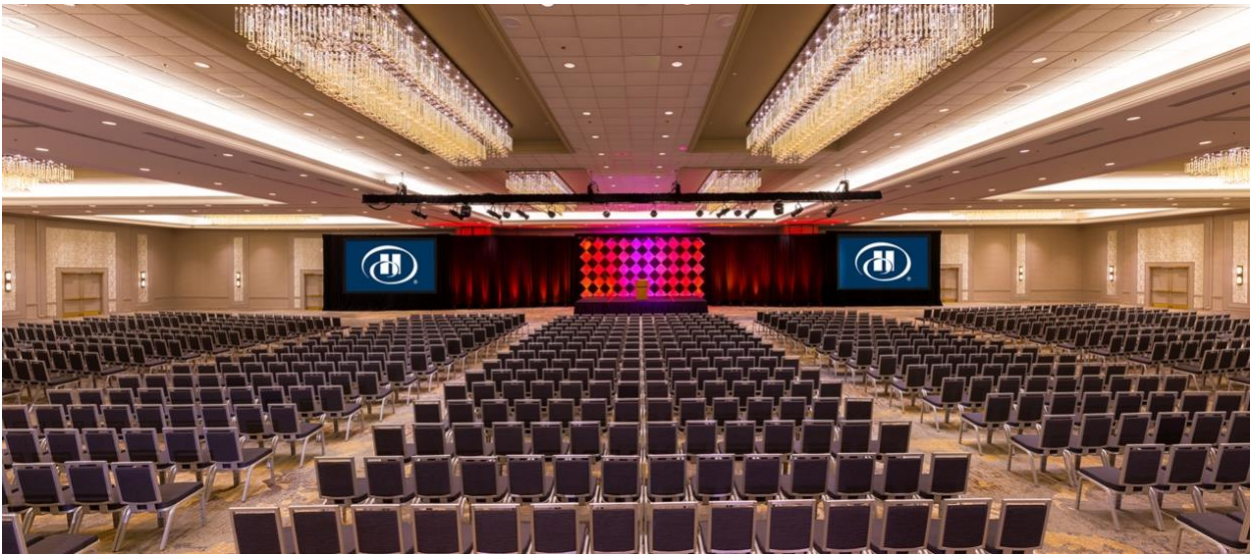
## Pictures of Common Areas and Rooms



*Main check in area of the hotel*



*Lobby area of the Minneapolis Hilton*



*Main Ballroom Meeting Room*





*Ten 01 Social Market, located in lobby*



*Ten 01 Social Central Bar*



*Standard guest room with two queen beds*

## Elevators

All elevators are wheelchair accessible.

## Hotel Restaurant and Bars

The Hilton Minneapolis has an in-house casual American restaurant, Ten 01 Social, which serves a full lunch and dinner menu, as well as a breakfast buffet. The menu can be located on their [website](#) and includes vegan, vegetarian, and gluten free options. The hotel also offers in-room dining, which can also be packaged to-go.

Ten 01 Market, located in the lobby, offers an extended hours (5:30 AM-Midnight) mini-market. They offer coffee, drinks, light snacks, sandwiches, and pizza.

## Second Conference Hotel: Doubletree Minneapolis

### [Doubletree Guest Suites Minneapolis](#)

1101 LaSalle Avenue  
Minneapolis, MN 55403  
Phone: (612) 332-6800

Distance from Minneapolis Hilton: 0.2 miles (5 minute walk/roll or 3 minute drive).

## Overall Accessibility

The hotel's basic accessibility information can be found at the [“Amenities and Services”](#) page. Scroll down to “for your accessibility needs.” There's not much information here.



The DoubleTree Minneapolis is ADA compliant. Service animals are welcome.

All rooms include a refrigerator and microwave.

The hotel includes fitness and business centers, which are both open 24 hours.

## Accessible Guest Rooms

The DoubleTree Minneapolis has accessible rooms available. You can find specific information about those rooms using the hotel's ["Rooms and Suites"](#) tab. Each accessible room has a minimum 40-inch clearance on all doorways and between furnishings to facilitate chair maneuvering. Vanities, closets & special workstation desks are constructed to provide convenient access. Several, but not all bathrooms offer a roll-in shower option; please call to request one if you need it. No door separates the living area from the bedroom in the accessible rooms and these rooms do not have pull-out sofa beds. See the link above for available options and photos.

## Parking and Transportation

There is no hotel-specific shuttle from the airport, but SuperShuttle services this hotel. The fee is \$14 each way. There is limited on-site parking for \$25 per day. No valet parking is available.

## Pictures of Common Areas and Rooms



*Entryway to the hotel lobby.*



*Main hotel check in area.*



*Standard guest room with two queen beds*





*Starbucks available in the hotel*

## Hotel Restaurant and Bars

The DoubleTree Minneapolis offers in-room dining, the restaurant Lot 57, and a Starbucks. For more information about their dining options, see the [“Dining”](#) tab on their website.

## Third Conference Hotel: The Marquette Hotel

[The Marquette Hotel, Curio Collection by Hilton](#)

710 Marquette Ave.

Minneapolis, Minnesota 55402

Phone: (612) 333-4545

Distance from Minneapolis Hilton: 0.6 miles (7 minute walk/roll or 5 minute drive).

## Overall Accessibility

The hotel’s basic accessibility information can be found at the [“Amenities and Services”](#) page. Scroll down to “for your accessibility needs.” There’s not much information here.

The Marquette Hotel is ADA compliant. Service animals are welcome.

All rooms include a refrigerator.

The hotel includes fitness and business centers.

## Accessible Guest Rooms

The Marquette Hotel has accessible rooms available. You can find specific information about those rooms using the hotel's ["Accessible Rooms"](#) tab. Several, but not all bathrooms offer a roll-in shower option; please call to request one if you need it. See the link above for available options and photos.

## Parking and Transportation

There is no hotel-specific shuttle from the airport, but SuperShuttle services this hotel. The fee is \$14 each way. There is on-site, self-park parking for \$30 per day (passes are available at the front desk). Valet parking is also available for \$45 a day.

## Pictures of Common Areas and Rooms



*Main hotel check in area.*





*Standard guest room with two queen beds*



*Jolliet House Restaurant Available in Hotel*

## Hotel Restaurant and Bars

The Marquette Hotel offers two restaurants, Jacques and the Jolliet House, as well as a lounge and bar space connected to the Jacques. For more information about their dining options, see the ["Restaurants and Lounges"](#) tab on their website.

# CONFERENCE ACTIVITY

## Technology

All presentation rooms include a projector, screen, and wifi access. You should provide your own dongles and other connection devices.

Some rooms will be equipped with microphones and speakers. When presenting, please use the microphone even if you feel it is not needed.

## Business Center

The Hilton Minneapolis has a FedEx business center. They are open Monday-Friday from 7:30AM-5:30PM. (Note: The FedEx center will be open Thursday and Friday of the conference but not Saturday and Sunday. They are also closed during the evening.)

## Wheelchair Service

Guests can order a wheelchair in advance through Dahl Medical Supply. They will deliver directly to the hotel lobby so the wheelchair or scooter is waiting when the guest checks in. For more information see their website: <https://dahlmedicalsupply.com/>.

## Wifi

Complementary Wifi will be available to all attendees in the conference spaces at the Hilton Minneapolis. The password for wifi is 50rsa2018.

## Nearest Drugstores

**Walgreens** (0.3 miles from Hilton)  
655 Nicollet Mall  
Minneapolis MN 55402  
Phone: (612) 339-0363

Open: M-F 7AM-8PM, Saturday 9AM-6PM, Sunday 10AM-5PM

**CVS** (0.6 miles from Hilton)  
1110 Hennepin Ave  
Minneapolis, MN 55403  
Phone: (612) 338-5867

Open: Monday-Sunday 7AM-10PM

## THANKS

Particular thanks go to Stephanie Larson for coordinating and formatting the information provided in this guide. The members of accessibility committees from both RSA and CCCC made this document possible through their work on previous guides. We especially recognize the committees that produced guides for RSA 2016 in Atlanta and CCCC 2018 in Kansas City committee. We used their guides as templates for our work.

## APPENDIX A

### Presentation Best Practices for Accessibility

As you prepare for RSA 2018, please plan to include the following considerations as part of our common commitment to make the conference accessible for all participants:

- **Be mindful of timing.**  
If you are presenting a paper as part of a panel, please plan your paper to take no more than 15 minutes (for a panel with 4 speakers) or 20 minutes (for a panel with 3 speakers). If you have a respondent, please include the respondent's speaking time in your calculations so that you leave at least 15 minutes for audience engagement and participation at the end. In most cases, each page of double-spaced text written in 12pt Times font will take two minutes to read.
- **Prepare your presentation with accessibility in mind.**
  - If there is a microphone in your presentation room, please use it (even if you have a loud voice; even if no one tells you they're having trouble hearing you);
  - Make printed copies of your presentation available for audience members;
  - Offer at least one large-print copy
  - Caption all video clips you intend to show and provide transcripts of all audio clips;
  - If you share handouts, make a couple using large print;
  - If you share online materials, create them using HTML and include Alt-text for all images;
  - Ensure the font on any projected slides is in 20-point font at minimum;
  - Projected slides will be more visible if you choose a dark background and light font. Avoid background and font combinations with low contrast
  - Include images that are clear, large and easy to interpret from a distance; offer a brief description of any images used as part of your presentation.
- **After your session ends, continue conversations outside your presentation room.**  
While we encourage robust conversation and are glad when presentations spark lively discussion, please move out of the presentation room once your session is over so that the next presenters have enough time to set up. Make use of the conference hashtag (#RSA50) to generate and continue discussions online.