CSU Accessible Technology Initiative
College/Department Meetings

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Agenda

- Overview
- Priorities
  - Timeline, Resources, Recommendations, Actions Required
- Instructional Materials
  - Awareness Training for Faculty – Comments? Questions?
  - Textbook Identification
  - Course Materials
- Web Accessibility
  - Departmental and Program Websites
  - Faculty and Course Websites
  - Web Coordinators
- Procurement
  - Software Decision Checklist and VPAT
CSU Policy and Initiatives

- **Executive Order 926**
  - *It is the policy of the CSU to make information technology resources and services accessible to all CSU students, faculty, staff and the general public regardless of disability.*

- **Coded Memo AA 2007-04**
  - *Information Technology Resources and Services*
  - *Phased implementation over 5 years (by 2012)*
  - *Focus on Three Priorities: Web Accessibility, Instructional Materials, Procurement*
Overall Change in Perspective

- Accommodation vs. Access
  - Shifting from reactive to proactive approach
  - THEN … Accommodate Individual Needs
  - NOW … Think B4U Buy, Design, Teach

- Universal Design: Electronic Curbcuts
  - Removing barriers to achieve equal access to E&IT products and services used to deliver instruction and information
Campus Plans - All Three Priorities

- Roles and responsibilities
- Processes to audit campus compliance and to measure progress and effectiveness of plans
- Processes to determine and grant exceptions
- Communication and training
- Milestones and timelines
- Plans are posted online at: http://accessibility.calpoly.edu
Instructional Materials

Timeline

- Timely identification and delivery of accessible versions of print-based instructional materials (Fall 2007)
- Accessibility incorporated in new courses and new course content, including course-related websites and instructional materials posted online (Fall 2008)
- Instructional materials and websites for ALL course offerings will be accessible (Fall 2012)
- Accessibility requirements included in creation and purchase of digital or multimedia course materials, e.g., captioning
- Not everything can be made accessible and exceptions are possible but departments must provide accommodation
- A good faith effort to demonstrate yearly progress is needed
Instructional Materials

- **Resources**
  - Access by Design: Faculty Awareness Training Program
    » Comments? Questions?
  - Online Faculty Adoption System to identify textbooks
  - Library Electronic Course Reserves
  - Center for Teaching and Learning Workshops / Support
  - Faculty Checklist on [http://accessibility.calpoly.edu](http://accessibility.calpoly.edu) with links to online tutorials and other resources, e.g., the Web Authoring Resource Center for faculty/course websites
  - Off-Campus Captioning Services (low-cost yet timely)
  - BlackBoard Support for creating an accessible syllabus, etc.
  - New Course Proposal review and approval process
  - Disability Resource Center for assistance with students
  - ITS to clarify/interpret policy and consider exceptions
Instructional Materials

- Recommendations
  - Focus on making new course materials accessible first
  - Use available resources to learn about universal design, accessible website and document creation, etc.

- Actions Required
  - Identify how and when to deliver faculty awareness training (e.g., turn on BlackBoard course; departmental meetings)
  - Monitor and promote compliance with established deadlines to identify textbooks and notify El Corral
  - Encourage faculty to submit questions for a new FAQ
  - Consider accessibility when planning new courses, programs
  - Advise ITS on how best to inform, train and support faculty
  - ITS will continue to identify new tools and technologies to facilitate accessible document creation and modification
Web Accessibility

■ Timeline
  - All university websites, web-applications and services, and digital content posted online are accessible (May 15, 2012)
  - All new and significantly redesigned administrative websites, applications and content comply (September 1, 2007)
  - All administrative websites critical to institutional success, e.g., colleges and departments, comply (May 15, 2009)

■ Resources
  - Web Authoring Resource Center (http://warc.calpoly.edu)
  - Compliance Process Guide (for evaluating sites)
  - AccRepair (software tool for evaluating and repairing sites)
  - Cal Poly Template (meets CSU accessibility requirements)
  - Web Content Management System (currently being piloted)
Web Accessibility

- **Recommendations**
  - Redesign don’t retrofit existing websites
  - Use the Cal Poly Template and best practices to design sites
  - Avoid using outside contractors to develop campus websites
  - Invest in staff so they can manage and train students, etc.

- **Actions Required**
  - Identify a College Web Coordinator by July 1, 2008
  - Identify Departmental Web Developers by July 1, 2008
  - ITS will train and support the College Web Coordinators who in turn can train and support Departmental Web Developers
  - ITS will work with the College Web Coordinator to
    - identify and prioritize existing sites and applications
    - develop a plan to achieve compliance in a timely manner
    - monitor and report on progress
E&IT Procurement

- E&IT Products Covered
  - Telecommunications, Self-Contained Products, Multimedia, Web Sites and Applications, Hardware, Software
  - Exceptions are possible, e.g., accessible product doesn’t exist, product must be fundamentally altered to comply, etc.

- Timeline (CSU is currently revising these dates)
  - Formal solicitations and acquisitions exceeding $50,000 must be reviewed for accessibility (Sept. 2007)
  - Acquisitions exceeding $2,500 (Sept. 2008)
  - P-Card acquisitions (Sept. 2009)
  - Acquisitions less than or equal to $2,500 (Sept. 2010)
  - Campus policy requires ITS review of software purchases over $5,000 total cost of ownership (March 2007)
  - Vendors must submit a completed “VPAT” form; additional testing and evaluation for compliance may be required
E&IT Procurement

- **Recommendations**
  - Promote faculty awareness of software decision checklist and accessibility review processes
  - Include accessibility review in product research and vendor discussions, e.g., ask for VPAT, Section 508 statement
  - Encourage faculty and staff involved in the procurement to attend Open Forums and review online documentation
  - Involve technical staff in purchasing decisions so they can review from a policy, technical and support perspective

- **Actions Required**
  - ITS has standard email to send vendors to request a VPAT
  - ITS is working on a simplified checklist for department use
  - ITS and C&PS are working to streamline the overall process and to develop checklists for other types of E&IT purchases
Questions?

For More Information
- Cal Poly Accessibility Website
  http://accessibility.calpoly.edu
- Cal Poly Access by Design Faculty Checklist
  http://accessibility.calpoly.edu/instmaterials/faculty_checklist.html
- Cal Poly Software Decision Policy and Process
  http://security.calpoly.edu/policies/sw_dec_process.html
- CSU Accessible Technology Initiative Website
  http://calstate.edu/accessibility

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