

Campus Web Annual Accessibility Report Academic Year 12/13

Response ID:8; 101572730 Data

1. Campus

Campus Name - Required

Chico

2. 1.0 Web Accessibility Evaluation Process

Goal 1.0: Identify and repair or replace inaccessible websites, web applications, and digital content.

1.0 Goal Status - Required

Established

Key Accomplishments 12/13 (Please list 3 to 5)

Key Plans 13/14 (Please list 3 to 5)

Comments

1.0 Success Indicators

	Status - Required	Year Started	Worked on in 12/13	Will work on in 13/14	Comments
			Yes	Yes	
1.1 Assigned responsibility for the evaluation process to a body (person(s) or business entity).	Established	2007			
1.2 Inventoried all campus administrative websites.	Defined	2007			
1.3 Inventoried all administrative websites developed by contract vendors.	Defined	2007			
1.4 Established a process to perform regularly scheduled accessibility audits using established criteria to identify websites that need remediation.	Established	2007			
1.5 Conducted automated accessibility evaluations on websites and web applications.	Established	2007	✓	✓	Began implementing Compliance Sheriff in Sept 2013.
1.6 Conducted manual accessibility evaluations on websites and web applications.	Not Started	2008			
1.7 Established a procedure to distribute evaluation results to campus members and vendors responsible for website and maintenance.	Initiated	2007	✓	✓	Since we are switching to Compliance Sheriff, we will have to revisit how we get results to responsible site owners.
1.8 Established a follow-up procedure that tracks remediation or replacement of documented compliance issues.	Not Started	2007	✓	✓	With the move to Compliance Sheriff, we will have to revisit how we follow up with site

					owners.
1.9 Established a procedure to ensure that campus members involved in maintaining websites and web applications, are familiar with the web accessibility evaluation process.	Defined	2007			
1.10 Established a procedure to ensure that campus members involved in maintaining websites, web application know who to contact for compliance assistance.	Established	2008			On campus ATI responsibility will change in spring 2014. A process for communicating the change will have to be implemented.
1.11 Conducted manual accessibility evaluations on digital content: documents (word processor produced, excel, PowerPoint, PDF).	Established	2009			
1.12 Conducted manual evaluations on digital content – videos.	Not Started	2008			
1.13 Conducted manual evaluations on digital content – audios.	Not Started	2008			
1.14 Established a procedure to distribute evaluation results to campus members and vendors responsible for digital content maintenance.	Initiated	2007			
1.15 Established a procedure to ensure that campus members involved in maintaining digital content are familiar with the web accessibility evaluation process.	Defined	2007			
1.16 Established a procedure to ensure that campus members involved in maintaining digital content know who to contact for compliance assistance.	Established	2007			On campus ATI responsibility will change in spring 2014. A process for communicating the change will have to be implemented.
1.17 Documentation of the web accessibility evaluation process is archived and can be produced for inspection.	Established	2007			

Collaborating on Goal 1 - Web Accessibility Evaluation Process

	1.0 Success Indicator Number	Assistance Requested	Assistance Offered	Comments
		Yes	Yes	
1				
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3. 2.0 New Website/Web Application and Digital Content Design and Development Process

Goal 2.0: New website/web application and digital content development complies with all Section 508 accessibility guidelines.

2.0 Goal Status - Required

Established

Key Accomplishments 12/13 (Please list 3 to 5)

Accomplishment 1 : Continued implementation of new sites using standard, accessible web site template within the campus WCMS.

Key Plans 13/14 (Please list 3 to 5)**Comments****2.0 Success Indicators**

	Status - Required	Year Started	Worked on in 12/13	Will work on in 13/14	Comments
			Yes	Yes	
2.1 Established a process to ensure that new websites and web applications are developed with "designed in" accessibility included.	Established	2007			
2.2 Established a procedure to ensure that accessible coding techniques are used to develop new websites and web applications.	Established	2008			
2.3 Established a procedure to ensure that campus members involved in the design and development processes are aware of Section 508 guidelines.	Defined	2007			
2.4 Established a procedure to ensure that campus members involved in website design and development know who to contact for compliance assistance.	Managed	2008			
2.5 Developed digital content: documents (word processor produced, excel, PowerPoint, PDF) in accordance with Section 508 accessibility guidelines.	Initiated	2007			
2.6 Developed digital content: videos in accordance with Section 508 accessibility guidelines.	Initiated	2007			
2.7 Developed digital content: audios in accordance with Section 508 accessibility guidelines.	Initiated	2007			
2.8 Established a procedure to ensure that campus members involved in digital content development know who to contact for compliance assistance.	Established	2008			

Collaborating on Goal 2 - New Website/Web Application and Digital Content Design and Development Process

	2.0 Success Indicator Number	Assistance Requested	Assistance Offered	Comments
		Yes	Yes	
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4. 3.0 Ongoing Monitoring Process

Goal 3.0: Updating and maintenance of websites/web applications and digital content comply with Section 508 Accessibility Standards.

3.0 Goal Status - Required

Defined

Key Accomplishments 12/13 (Please list 3 to 5)

Key Plans 13/14 (Please list 3 to 5)

Plan 1 : Begin scanning web applications.

Comments

3.0 Success Indicators

	Status - Required	Year Started	Worked on in 12/13	Will work on in 13/14	Comments
			Yes	Yes	
3.1 Assigned responsibility for the ongoing monitoring process of websites and web applications to a body (person(s) or business entity).	Established	2007			Responsibility for campus web ATI will transition in spring 2014.
3.2 Established a procedure to verify that any changes made to existing website and web applications comply with 508 accessibility guidelines.	Not Started	2007			
3.3 Established a procedure to ensure that campus members involved in website and/or web application development are familiar with the monitoring process.	Initiated	2008			
3.4 Established a procedure to ensure that campus members that develop websites, web applications know who to contact for compliance assistance.	Established	2008			We will begin scanning of web applications in 2014 and will communicate with web developers.
3.5 Assigned responsibility for the ongoing monitoring process of digital content to a body (person(s) or business entity).	Established	2007			
3.6 Conducted Section 508 evaluations on digital content: documents (word processor produced, excel, PowerPoint, PDF) before the documents are published to the web.	Not Started				
3.7 Conducted Section 508 evaluations on digital content: videos before the videos are published to the web.	Not Started				
3.8 Conducted Section 508 evaluations on digital content: audios, before the audios are published to the web.	Not Started				
3.9 Established a procedure to ensure that campus members involved in digital content development are familiar with the monitoring process.	Defined	2008			
3.10 Established a procedure to ensure that campus members that develop digital content know who to contact for compliance assistance.	Established	2008			
3.11 Documentation of the web accessibility monitoring process is archived and can be produced for inspection.	Established	2007			

	3.0 Success Indicator Number	Assistance Requested	Assistance Offered	Comments
		Yes	Yes	
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5. 4.0 Exemptions and Alternatives Process

Goal 4.0: Documented non-compliant websites, web applications and digital content must be delivered in an equally effective alternate format and granted an exemption.

4.0 Goal Status - Required

Established

Key Accomplishments 12/13 (Please list 3 to 5)

Key Plans 13/14 (Please list 3 to 5)

Comments

4.0 Success Indicators

	Status - Required	Year Started	Worked on in 12/13	Will work on in 13/14	Comments
			Yes	Yes	
4.1 Established a process for granting exemptions.	Established	2008			
4.2 Documented process for handling exemptions is part of the campus Web Accessibility Plan.	Established	2008			
4.3 Established a procedure to ensure that campus members responsible for website and web application are aware of the process for providing accessible alternate formats.	Initiated	2008			
4.4 Accessible alternate format is in place for all website and web applications exemptions.	Initiated	2009			
4.5 Established a follow-up procedure to remediate non-compliant websites, and web applications.	Not Started	2008			
4.6 Established a procedure to ensure that campus members responsible for website, and web applications, know who to contact for compliance assistance.	Established	2008			
4.7 Documentation of the website, and web application, exemptions and alternative accommodations process is archived and can be produced for inspection.	Established	2008			
4.8 Accessible alternate format is in place for all digital content exemptions.	Initiated	2009			
4.9 Established a procedure to ensure that campus members					

responsible for digital content are aware of the process for providing accessible alternate formats.	Not Started				
4.10 Established a follow-up procedure to remediate non-compliant digital content.	Not Started	2008			
4.11 Established a procedure to ensure that campus members responsible for digital content know who to contact for compliance assistance.	Established	2008			
4.12 Documentation of the digital content exemptions and alternative accommodations process is archived and can be produced for inspection.	Established	2008			

Collaborating on Goal 4 - Exemptions and Alternatives Process

4.0 Success Indicator Number	Assistance Requested	Assistance Offered	Comments
	Yes	Yes	
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6. 5.0 Training Process

Goal 5.0: Professional development training has incorporated Section 508 accessibility guidelines into website and web applications development and digital content preparation.

5.0 Goal Status - Required

Initiated

Key Accomplishments 12/13 (Please list 3 to 5)

Key Plans 13/14 (Please list 3 to 5)

Plan 1 : Develop and implement accessibility training for web content contributors.

Comments

5.0 Success Indicators

	Status - Required	Year Started	Worked on in 12/13	Will work on in 13/14	Comments
			Yes	Yes	
5.1 Assigned responsibility for the training process of web development and web application development to a body (person(s) or business entity).	Initiated	2008		✓	
5.2 Assigned responsibility for the training process of digital content development to a body (person(s) or business entity).	Defined			✓	Will implement training for web contributors and assign responsibility for training design and execution.

5.3 Established a web based repository for training materials that are available to members of the campus community.	Not Started	2007			Will update this for web contributor training.
5.4 Established and deployed accessible web training program for web developers and designers.	Initiated	2008			
5.5 Established and deployed accessible web training program for web content contributors.	Initiated	2009			Plan to implement mandatory web accessibility training for web content contributors in 2014.
5.6 Established and deployed accessible web training program for digital content: (word processor produced, excel, PowerPoint, PDF) publishers.	Initiated				Will incorporate into web contributor training.
5.7 Established and deployed accessible web training program for digital content: video publishers.	Not Started				Will incorporate into web contributor training.
5.8 Established and deployed accessible web training program for digital content: audio publishers.	Not Started				Will incorporate into web contributor training.
5.9 Training is offered on a regular schedule.	Not Started	2009			All contributors will be required to complete accessibility training.
5.10 Established a procedure to ensure that campus members are aware of the training process and know who to contact for training assistance.	Not Started	2009			Will communicate with web contributors when training is available.
5.11 Documentation of the training sessions and attendance is archived and can be produced for inspection.	Not Started	2009			

Collaborating on Goal 5 - Training Process

	5.0 Success Indicator Number	Assistance Requested	Assistance Offered	Comments
		Yes	Yes	
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7. 6.0 Communication Process

Goal 6.0: In general the campus community is aware of Section 508 guidelines to make web based information available to everyone (students, staff, faculty and the general public) regardless of disability.

6.0 Goal Status - Required

Initiated

Key Accomplishments 12/13 (Please list 3 to 5)

Key Plans 13/14 (Please list 3 to 5)

Comments

6.0 Success Indicators

	Status - Required	Year Started	Worked on in 12/13	Will work on in 13/14	Comments
			Yes	Yes	
6.1 Assigned responsibility for the communication process to a body (person(s) or business entity).	Established	2008			
6.2 Established an ongoing general campus communication that promotes web accessibility awareness.	Not Started	2007			
6.3 Established a procedure that incorporates electronic content Section 508 guidelines into the orientation process for new faculty.	Not Started				
6.4 Established a procedure that incorporates electronic content Section 508 guidelines into the orientation process for new staff.	Not Started				
6.5 Established a procedure that incorporates electronic content Section 508 guidelines into the orientation process for students.	Not Started				
6.6 Documentation of the communication process is archived and can be produced for inspection.	Not Started	2007			

Collaborating on Goal 6 - Communication Process

	6.0 Success Indicator Number	Assistance Requested	Assistance Offered	Comments
		Yes	Yes	
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8. 7.0 Administrative Process

Goal 7.0: Campus governance entities are aware of and kept informed about web accessibility.

7.0 Goal Status - Required

Defined

Key Accomplishments 12/13 (Please list 3 to 5)

Key Plans 13/14 (Please list 3 to 5)

Comments

7.0 Success Indicators

	Status - Required	Year Started	Worked on in 12/13	Will work on in 13/14	Comments

			Yes	Yes	
7.1 Developed and published a Web Accessibility Plan.	Established	2007			
7.2 Established a procedure to update and revise the Web Accessibility Plan as necessary.	Defined	2007			
7.3 Established metrics for each of the Web Accessibility Plan areas (evaluation, monitoring, new development, exemptions & alternatives, training, and communication).	Not Started	2008			
7.4 Established a procedure to document the results of the metrics as applied to the web plan areas and to distribute those results to campus governance entities.	Not Started				

Collaborating on Goal 7 - Administrative Process

	7.0 Success Indicator Number	Assistance Requested	Assistance Offered	Comments
		Yes	Yes	
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9. Contributors

Contributors

	First Name	Last Name	Title	Email Address	Phone Number
1	Brooke	Banks	Director ITCS	bfbanks@csuchico.edu	530-898-6212
2	Anthony	Dunn	ATI Coordinator	adunn@csuchico.edu	530-898-6550
3	Sandy	Parsons	Director ARC	skparsons@csuchico.edu	
4	Jordan	Layman	Web Lead	jlayman@csuchico.edu	
5	Laura	Kling		lkling@csuchico.edu	

Final Comments

Required - Updated Campus Plan Declaration

No

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Required - This report has been approved by Campus Sponsor:

Brooke Banks

10. Thank You!

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