

Technology Accessibility Task Force

AUGUST 30, 2018

MINUTES

PRESENT

JP Sherry, Kaitlyn Sherer, Mario Rodriguez, Gabe Ross, Katrina Harman, Kaitlyn MacGregor, Matt Wright, Kadence Knudson, Dawn Pedersen, Tammy Montgomery, Melanie Dixon, Greg Beyrer, Jena Trench, Marie Cooley, Gwyn Tracy, Leslie Reeves, Marsha Reske, Yolanda Garcia-Gomez, Gary Aguilar, Amy Brinkley, Tom Danford, and from CampusWorks, Nick Laudato (*via Video Call*).

ABSENT

Kevin William, Nisha Beckhorn, Tiffany Manosh, and Chris Tromborg.

1. Welcome & Introductions

JP welcomed everyone back and thanked the new Task Force members and returning members for their presence and commitment. JP reminded the Task Force that their role is to help make recommendations to our colleagues to be processed through our participatory governance process.

After convening in April of 2017, the Technology Accessibility Task Force has met six times. JP reviewed the work of the Task Force to date. He provided a brief plan for the Task Force this semester; during Fall 2018 the Task Force will revise and finalize the policies and regulations, accessibility statement, and remediation plan. A communications plan will be developed in spring and hopefully the task force will disband in early spring and the recommendations will move to the vetting and implementation process.

2. Approve April Meeting Minutes

The minutes from the April meeting were sent out to the Technology Accessibility Task Force in advance of the August meeting. The minutes were approved by consensus.

3. Canvas/CampusWorks' Update

Nick provided an overview of CampusWorks' work to date and the recommendations that will be included in their report. These recommendations are characterized as (1) organizational, such as training and support; (2) content, which covers the common accessibility issues (alt text, contrast, titles, etc.); and (3) procedural, meaning using the built-in checkers and performing manual checks. CampusWorks will complete their review of the student-facing

PeopleSoft within the next few weeks and their findings will be shared with the Task Force. The Accessibility Analysis Report is being finalized and will be shared with the Task Force before the October meeting.

It was pointed out, that the new website intends to correct many of the common accessibility issues surrounding content. The hope is that the new website will be completed by late fall or early winter 2018.

Marsha and Leslie informed the Task Force that in April the District procured a software program called Blackboard Ally. This program will be a proactive approach to making content in Canvas accessible and allow on-the-spot conversion for those needing alternative formats. During the pilot, which will be launching shortly, faculty members will have the option of opting into the pilot program with any of their courses.

4. Accessibility Statement

The Accessibility Statement is the cornerstone of the Task Force's role. After a discussion of where the Statement will live on the website, it was decided that it will go on the General Counsel's website, the DSPS website, and may be used as the initial pop-up after an individual clicks on the accessibility link. Information for employees with disabilities, listing the appropriate contact information, will be included and the Statement will be finalized at the October meeting.

5. Draft Accessibility Policies and Regulations

JP described the changes from the last circulation of the policies and identified the things that were moved into the corresponding regulations. It was suggested that we add language that specifies that the District will adhere to the most current version of the WCAG standards that have been approved by the designated individual, such as the Vice Chancellor of Education and Technology.

The Task Force again expressed concern over the implications of the word "ensuring" in relation to faculty ensuring accessible content. JP reminded the group that creating accessible content is an obligation and the only way that it will work is to have the faculty have ownership for their content. This will require the appropriate training and resources. JP said he would draft some additional language to address legacy course materials.

We will post the updated policies and regulations on the Task Force's Google Drive and proposals for edits can be uploaded. At the next meeting we will finalize the policies and regulations. Once finalized, the policies and regulations will be vetted through the standard vetting procedures.

6. Next Meeting

Before the next meeting in October, JP will update the policies and regulations with the Task Force's suggestions and they will be reposted on the Google Drive for comments. The Accessibility Statement will also be updated with the feedback and the Task Force will finalize it at the October meeting. Prior to the October meeting, The Accessibility Analysis Report will be finalized and sent out. In addition, at the next meeting we should have an outline of the remediation plan.