

Code: AA-2010-13

MEMORANDUM

Date: June 14, 2010
To: Presidents
From: Benjamin F. Quillian *B.F.*
Subject: Revision of Accessible Technology Initiative Coded Memo

1. Background

The Americans with Disabilities Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973 require that qualified individuals with disabilities be provided equal access to programs, services, or activities. California Government Code 11135 applies Section 508 of the 1973 Rehabilitation Act, as amended in 1998, to State entities and to the California State University (CSU). Section 508 was enacted to eliminate barriers in information technology, to make available new opportunities for people with disabilities, and to encourage development of technologies that will help achieve these goals. The CSU policy statement on accessibility was articulated in Executive Order 926. Implementation of this policy was guided by the Accessibility Technology Initiative (ATI), outlined in Coded Memo AA-2007-04 issued in 2007. This coded memo revises the overall approach, tasks and timelines described therein to reflect updated implementation steps. It also includes specific guidance regarding governance and roles for the ATI.

2. Vision/Mission/Goals/Scope

Vision: The CSU system will excel and provide leadership in using technology that is fully accessible through universal design (see [Principles of Universal Design](#)) to its students, faculty, staff and the general public.

Mission: The Accessible Technology Initiative will provide the resources, tools, training and expertise for the CSU system to ensure that instructional materials and the technology that are used will be accessible to all. Information materials and technologies include, but are not limited to "computer and network access and services, computer-delivered or enhanced

continuously added to the many campus functions. The ATI will need to evolve to include these improvements in its scope. In addition, new breakthroughs in methods for making technology accessible will also need to be tracked and incorporated into the ongoing ATI effort on the campuses.

The ATI requirements and milestones should be flexible, allowing campuses to follow different plans for accomplishing them. Campuses may not reach the various ATI goals and milestones at the same time. Individual campuses have demonstrated leadership in many of the ATI areas, and others will be able to build upon their successes. Many different factors influence how each campus manages the goals of the ATI. Each campus needs to develop and update its own plan for ATI implementation and measure its accomplishments in each area. The approach of the CSU and its campuses is to demonstrate steady progress in reaching the broad ATI goals set forth in E.O. 926.

For FY 2009/10, the Chancellor's Office Information Technology Services (ITS) published and disseminated a set of documents to be used by campuses on a voluntary basis for conducting self-assessments of their accomplishments and challenges to date. Campuses should use these self-assessments as the basis for updating existing ATI implementation plans and for determining the current baseline of ATI accomplishments for their campus. Campuses that have elected not to conduct a self-assessment with these documents must still update their existing plans and determine a current baseline of activity for their campus. Campuses are expected to make continuous improvements in the level of ATI accomplishments, based on the campus plan. Campuses are not allowed to cease work on achieving ATI goals. Campuses are still expected to accomplish the ATI goals delineated in AA-2007-04. Through this Coded Memo, campuses are allowed to establish their own timeframes for achieving them (see appendices A and B for more guidance on principles and priorities of ATI).

The Chancellor's Office ITS must play a vital role in monitoring and facilitating the implementation of the ATI on campuses. With a system-wide perspective, ITS will analyze the overall effort and determine how to support the campuses through provision of guidelines, tools, training and other common resources that can help accelerate the implementation of the ATI and to minimize the economic impact of the ATI for individual campuses. The information submitted to ITS in the annual reports will be used by ITS to identify specific areas where campuses are experiencing challenges and to address them on a system-wide basis through a variety of tools and approaches.

4. Baseline Requirements

The Chancellor's Office ITS will determine, on a regular basis, at least every three years, which ATI goals and success indicators (from the annual reports) have become adopted by a majority

instruction, library electronic information resources, library online catalogs and homepages, campus informational web sites, computer-delivered or assisted administrative services, and voice and video programs and services.” (E.O. 926)

Goals:

- Provide students, faculty and the general public with disabilities access to technology that is timely and as seamless as possible.
- Reduce the need for and costs associated with the provision of individual accommodations for technology access.
- Foster ownership of accessibility throughout the CSU enterprise amongst all stakeholders to ensure that accessibility is designed into CSU operations, rather than addressed by Disabled Student Services through individualized accommodations.
- Improve the usability of technology for all CSU technology users through Universal Design as a basic approach.
- Address accessibility challenges consistently over time.
- Foster collaboration on accessibility issues among campuses.

Scope – The ATI applies to all CSU campuses and to the CSU Office of the Chancellor. It applies, but is not limited to, academic programs and services, student services, auxiliary programs and services, information resources and technologies, and procurement of goods and services.

3. ATI Implementation Approach

Now that the CSU has three years of experience in implementing the ATI, a revised Coded Memo is needed to modify the basic approach. In 2007, Coded Memorandum AA-2007-04 established the basic requirements for implementing the Accessible Technology Initiative in response to legal requirements amplified by experience at four campuses with the Office of Civil Rights regarding accessibility. Since then, the CSU system has made steady progress in implementing the ATI, and much has been learned about what is required on campuses to achieve the goals of the ATI. When Coded Memo AA-2007-04 was written, the CSU had little experience in working towards the ATI milestones and goals on a system-wide scale. The CSU is now integrating the accumulated knowledge and experience of the CSU campuses and the Chancellor's Office into this revision of the original 2007 Coded Memo.

Technology is constantly improving, expanding and increasing in scope; ensuring accessibility requires continuous attention. Coded Memo AA-2007-04 includes specific goals, requirements and milestones, with a target of 2012 for full implementation. The CSU now understands that implementation of the ATI is a continuous activity, and while many of the milestones in implementing the ATI have been and will be accomplished within the timeframe envisioned in the 2007 Coded Memo, several important activities are more ongoing in nature. The technology in use on campuses is constantly changing, with new updates and innovations