
SUBJECT: ACCESSIBILITY

1.0 PURPOSE

1.1. The creation and dissemination of knowledge is a defining characteristic of higher education and is fundamental to Snow College’s mission of providing a vibrant learning environment. Delivery of information electronically is central to carrying out this mission. Acknowledging this fact, Snow College is adopting a policy to demonstrate its commitment to providing Electronic Information Technology accessibility to all Snow students, faculty, staff and the general public regardless of disability.

2.0 DEFINITIONS

- 2.1. **Electronic Information Content and Technology (“EICT”):** Any electronic system used to deliver information. This includes computer hardware and software, operating systems, web-based information and applications, video, multimedia and specific College systems and programs such as Canvas.
- 2.2. **Accessible:** That individuals with disabilities are able to independently acquire the same information, engage in the same interactions, and enjoy the same services within the same timeframe as individuals without disabilities, with substantially equivalent ease of use.
- 2.3. **Disability:** A physical or mental impairment that substantially limits one or more major life activities.
- 2.4. **Equally effective:** An alternative format or medium that communicates the same information in as timely a fashion as does the original format or medium.

3.0 POLICY

- 3.1. It is the policy of Snow College to make Electronic Information Content and Technology resources and services accessible to all Snow students, faculty, staff and the general public according to the following requirements:
- 3.1.1. ADA compliance is an institution-wide responsibility that requires commitment and involvement from leadership and the active engagement and participation of faculty, staff and everyone else in the Snow College Community. Technology access for individuals with disabilities must provide comparable functionality, affordability, be equally effective, and should be delivered in as seamless a manner as possible. Faculty members shall be proactive in selecting ADA-compliant content over non-compliant content whenever possible.
- 3.1.2. Content for which students request an accommodation shall be made available in a compliant format immediately.
- 3.1.3. Public-facing content, including any publicly available Canvas pages, shall all be made ADA-compliant.

4.0 PROCEDURES

- 4.1. The purpose of these procedures is to provide processes by which Snow College administrators, faculty, and staff will create, obtain and maintain all EICT in a manner that ensures to the extent reasonably possible that EICT is accessible to individuals with disabilities.
- 4.2. Order of making EICT compliant and accompanying deadlines:
 - 4.2.1. All EICT for which a request is made by a student to be made compliant shall be compliant immediately.
 - 4.2.2. All non-compliant EICT which is no longer used in teaching or communicating with students shall be removed immediately upon adoption of this policy.
- 4.3. An Electronic Information Technology Committee (“EICT Committee”) shall be appointed by the President. The EICT Committee should include [people]
- 4.4. The EICT Committee shall create and publish EICT standards and be responsible for implementing and enforcing them. The EICT Committee shall recommend resources and training to help administration, faculty and staff understand and implement the standards. At a minimum the standards shall include the following areas:
 - 4.4.1. General Standard. Currently the general standard for accessibility is the World Wide Web Consortium (W3C) Web Content Accessibility Guidelines (WCAG2.0) level AA found at <https://www.w3.org/TR/WCAG20/>. The General Standard should be reviewed and updated as necessary.
 - 4.4.2. Web Accessibility.
 - 4.4.3. Instructional Materials Accessibility.
 - 4.4.4. Document Accessibility.
 - 4.4.5. Electronic Media Accessibility.
 - 4.4.6. Software, Hardware and Systems Accessibility.
 - 4.4.7. Procurement including the prioritization of replacement of Legacy Technology that is not fully accessible.
- 4.5. The EICT Committee shall create a complaint process where any person can file a complaint or raise a concern about lack of accessibility or compliance with this Policy.
- 4.6. Appeals and requests for accomodation shall be processed through the Accessibility Resource Center.



Policy #
Date Approved:
Date Amended:
Responsible Office: