

Meeting notes for IT Accessibility
Meeting Date: 5/4/2016

Attending:

Jeanne Durr, Craig Decker, Leyna Bencomo, David Anderson, Scott Kupferman, Christin Deville, Jackie Crouch, Ida Dilwood, Cindy Brown, Mathew Getze and Kirk Moore

Action Items:

- a) Set up a road trip to Arapaho Community College – Lenya
- b) Needing to create standards document
 - a. Rework policy document into standards document – Kirk and Ida
 - i. Include standards for captioning, accessible documents and LMS – whole group
- c) Needing to look at enterprise licensing for captioning
- d) Create presentation for Dean’s Council
 - a. Current issues
 - b. Legal issues
 - c. Standards we are working on
 - d. Recommendations
- e) Set up Dean’s Council presentation - Jeanne Durr
- f) Create a location where the documents can be shared – Kirk and Jeanne
- g) Create a website and share meeting notes - Craig
 - a. Needing to show we are working on the issues and making progress
- h) Accessibly statement on the footer of each web page – Scott
- i) Work with Scott Carter and Lewis Young to make sure Read Write Gold will run in the computer lab image - Leyna

Agenda:

1. Close Captioning

Ida currently is captioning for 1 student and is \$1,200
Needing to do it for 9 more students
Cost is \$150.00 an hour of transcription time

There are streaming databases, Ida is working with Carla in the Library to see if the databases contain close captioning

Captioning is very time intensive

Is it better to hire someone or send the work out?

Dave Anderson suggests hiring a person and having student employees to perform the work

Jeanne wants us to list the points and go to Dean's Council to present

Lenya has ideas from Arapaho Community College and suggests we visit

Do not try to caption all the old material at first but make sure all videos moving forward are captioned

Needing to create standards and place into a standards document

- > put this list together and send out
- > Reach out to Rachel to find out about why things are taking so long

Making it clear for students and faculty to get their videos captioned
Priority of videos and process

Can Dragon Pro help with this?

Needing to look at enterprise licensing for captioning

Working on a presentation

Current issues

Legal issues

Standards we are working

Recommendations

Ida and Jackie will work on the issues

Put together standards document area so we can share the document

Jackie will put together faculty recommendations

2. Web Site

Craig:

Site Improve

Trying to distribute out access to all of the content users

Lenya - the software will only find a third of the errors

Scott - need to put an Accessibility statement at the footer of each page.

a. AA Rating

Six outstanding issues to be compliant with AA rating

Lenya has been helpful with styles and provided tools

b. Drupal update

3. Accessibility Policy (changing to Accessibility Standards)

a. Draft (attached)

Read Write Gold

Lenya will work with Scott Carter and Lewis Young to make sure it will run in the computer lab image.

4. Faculty Training

a. New ways to get faculty engaged

Using the Dean's Council presentation to help with this

5. Other Issues

As a campus we need to document, show the effort and how we are making a difference

Work with Jeanne and find a place to publish all of the documents.