ATI Web Accessibility Report AY 09/10

Campus Name: California Maritime Academy

Please refer to the report instructions before completing this form. The instructions were sent as a separate attachment and they are also posted on the ATI Moodle Website.

Web Accessibility Evaluation Process

Goal	Goal Status Key Accomplishments 09/10	Key Plans 10/11
Identify and repair or replace inaccessible websites, web applications, and digital content.	Managed A web redesign firm, Project6, was contracted to redesign Cal Maritime's website www.csum.edu in the CampusEAI portal. The new site is to be launched at the end of November 2010. Templates and code developed by Project6 are W3C and Section 508 compliant. However, the portal renders invalid markup, degrading the accessibility. The issue is addressed in an upcoming release of the portal to version 7, released in December.	Verify accessibility of five Contract Vendor sites alumni.csum.edu cmakeelhaulers.com maritime-education.com Also we will upgrade to version 7 of CampuEAI's portal which will be fully accessible Wordpress Blogs (Follow the Voyage, Follow the Team, and Currents Newsletter) Verify accessibility of 1 Internal site library.csum.edu
Comments		

S	uccess Indicator	Status	Started	09/10?	Will work on 10/11? (Yes/No)	Comments
1	Assigned responsibility for the evaluation process to a body (person(s) or business entity).	Managed	2008	Yes		San Jose State has produced Highsoftware accessibility reports for Cal Maritime during the past year. CAl Maritime hired a part-time webmaster in September 2010 who will be responsible for evaluating accessibility of all campus web assets.
2	Inventoried all campus administrative websites.	Optimizing	2010	Yes		As a part of our redesign efforts with the CampusEAI portal, all campus administrative websites have been inventoried for thorough check off purposes during the transfer to the new website. This comprehensive inventory will be maintained as a method of cataloging the campus and its related websites: www.csum.edu , Alumni, SPEL, and Athletics.
3	Inventoried all administrative websites developed by contract vendors.	Optimizing	2010	Yes		Besides www.csum.edu (which will be hosted by CampusEAI when the new site is released in November 2010), the campus has websites hosted externally. These are Alumni, SPEL, and Athletics.

4.	Established a process to perform regularly scheduled accessibility audits using established criteria to identify websites that need remediation.	Initiated	2010	No	Yes	Accessibility reporting will become a part of our Web Development and Web Maintenance process.
5.	Conducted automated accessibility evaluations on websites and web applications.	Initiated	2010	Yes	Yes	Automatic Accessibility reporting will become a part of our Web Development and Web Maintenance process.
6.	Conducted manual accessibility evaluations on websites and web applications.	Not Started		No	Yes	New campus webmaster will begin systematic manual web accessibility checks throughout the campus and its related websites.
7.	Established a procedure to distribute evaluation results to campus members and vendors responsible for website and maintenance.	Not Started		No	Yes	The webmaster will post evaluation results to the portal and notify campus web publishers asking them to mitigate problems with their content.
8.	Established a follow-up procedure that tracks remediation or replacement of documented compliance issues.	Not Started		No	Yes	The webmaster will ask web administrators to examine remediation issues and consult with them regarding needed changes as a part of scheduled updates to the review and evaluation results publishing process.
9.	Established a procedure to ensure that campus members involved in maintaining websites and web applications, are familiar with the web accessibility evaluation process.	Not Started	2009	No	Yes	Our web accessible syllabus template is available online to faculty continuously and a reminder is sent at the beginning of each semester. Each fall as a part of New Faculty Orientation, beginning faculty are generally informed regarding accessibility issues and given specific instructions on finding the syllabus template on our website as well as other accessibility tip links. Workshops for web publishers that incorporate accessibility will be offered by the campus each semester.
10	Established a procedure to ensure that campus members involved in maintaining websites, web application know who to contact for compliance assistance.	Managed	2010	Yes	Yes	The campus currently has an ATI website on its website. Information will be incorporated to inform users to contact the webmaster. As the webmaster works with campus publishers, he is also informing them of ATI requirements and offering his assistance.
11	Conducted manual accessibility evaluations on digital content: documents (word processor produced, excel, PowerPoint, PDF).	Not Started		No	Yes	The campus has presented workshops on how to produce accessible digital content but there has been no process developed to manually evaluate this content once it has been published to the web.
12	Conducted manual evaluations on digital content: videos.	Not Started		No	No	Given limited resources, the campus plans to phase this in later.
13	Conducted manual evaluations on digital content: audios.	Not Started		No	No	Given limited resources, the campus plans to phase this in later.
14	Established a procedure to distribute evaluation results to campus members and vendors responsible for digital content maintenance.	Not Started		No	Yes	A link to most recent evaluation results will be sent to each content provider.

15. Established a procedure to ensure that campus members involved in maintaining digital content are familiar with the web accessibility evaluation process.	Initated	2009	Yes	We created an ATI Website listing resources and procedures to create accessible digital content. We will update the current website with these resources as well as provide an ATI training schedule.
16. Established a procedure to ensure that campus members involved in maintaining digital content know who to contact for compliance assistance.	Initiated	2009	Yes	The campus currently has an ATI website on its website. Information will be incorporated to inform users to contact the webmaster. As the webmaster works with campus publishers, he is also informing them of ATI requirements and offering his assistance.
17. Documentation of the web accessibility evaluation process is archived and can be produced for inspection.	Not Started		No	As the webmaster works with campus publishers, he is also informing them of ATI requirements and offering his assistance. As a part of keeping our web publishers informed, the webmaster will document updates which will become an documented archive for reviewing results and changes over time.
				In addition, during technology and pedagogy workshops faculty and staff will be reminded systematically about accessibility issues. We can begin to document these events as a record of accessibility information outreach across campus.

Area(s) of Requested Collaboration for Web	Indicator	Assistance	Assistance	Comments
Accessibility Evaluation Process	Number	Requested?	Offered?	
		Yes/No	Yes/No	
Briefly describe the areas in which your campus would	1.	Yes	Yes	We appreciate San Jose's assistance in running Highsoftware reports for our
like to collaborate with other campuses and the ATI staff				campus website and would like to continue the arrangement.
Briefly describe the areas in which your campus would	2.	No	No	The webmaster will need to be trained on the use of HiSoft.
like to collaborate with other campuses and the ATI staff				

New Website/Web Application and Digital Content Design and Development Process

Goal	Goal Status	Key Accomplishments 09/10	Key Plans 10/11
New website/web application and digital			A form for requesting web publishing access rights will be
content development complies with all		Maritime's website <u>www.csum.edu</u> in the CampusEAI portal.	developed which includes information pertaining to accessibility,
Section 508 accessibility guidelines.		The new site is to be launched at the end of November 2010.	links to the ATI website at CSUM.EDU and at CALSTATE.EDU and
		'	who to contact for assistance.
		However, uploading it to the portal has rendered it inaccessible.	
		Upgrading the portal to version 7, which will be released in	Verify accessibility of 3Contract Vendor sites. These sites
		December, will mitigate this problem.	are Alumni.csum.edu, and Athletics.csum.edu and http://
			www.maritime-education.com/index.html. Also we will upgrade
			to version 7 of CampuEAI's portal which will be fully accessible.
Comments			

Su	ccess Indicator		Year Started		Will work on 10/11? Yes/No	Comments
2. 1.	Established a process to ensure that new websites and web applications are developed with "designed in" accessibility included.		2010	Yes	Yes	As the webmaster works with campus publishers, he is also informing them of ATI requirements and offering his assistance. As a part of keeping our web publishers informed, the webmaster will document updates which will become an documented archive for reviewing results and changes over time.
2.	Established a procedure to ensure that accessible coding techniques are used to develop new websites and web applications.	Managed	2010	Yes	Yes	Our new CampusEAI portal is to be launched at the end of November 2010. Templates and code developed by Project6 are compliant. However, uploading it to the portal has rendered it inaccessible. Upgrading the portal to version 7, which will be released in December, will mitigate this problem.
						Web developers across campus will be using the embedded system for web development which is compliant.
3.	Established a procedure to ensure that campus members involved in the design and development processes are aware of Section 508 guidelines.	Initiated	2010	Yes	Yes	As the webmaster works with campus publishers, he is also informing them of ATI requirements and offering his assistance. As a part of keeping our web publishers informed, the webmaster will document updates which will become an documented archive for reviewing results and changes over time.
						In addition, during technology and pedagogy workshops faculty and staff will be reminded systematically about accessibility issues. We can begin to document these events as a record of accessibility information outreach across campus.
						A form for requesting web publishing access rights will be developed which includes information pertaining to accessibility, links to the ATI website at CSUM.EDU and at CALSTATE.EDU and who to contact on campus for assistance.
4.	Established a procedure to ensure that campus members involved in website design and development know who to contact for compliance assistance.	Initiated	2010	Yes	Yes	The new electronic form will list contact information for accessibility assistance. In addition, our Academic Technology website will list contact information for web developers needing assistance for compliance in web development.
5.	Developed digital content: documents (word processor produced, excel, PowerPoint, PDF) in accordance with Section 508 accessibility guidelines.	Defined	2008	Yes	Yes	The campus will continue to offer workshops on creating accessible documents.
6.	Developed digital content: videos in accordance with Section 508 accessibility guidelines.	Initiated	2010	Yes	Yes	The campus has some videos on YouTUBE but currently does not currently have resources to render them compliant. Echo360 will be launched in the fall which will insure that those videos are compliant.

7	Developed digital content: audios in accordance with Section 508 accessibility guidelines.	Not Started		No	The campus has some videos on YouTUBE but currently does not currently have resources to render them compliant. We will continue to explore the use of Echo360 for lecture capture and the use of speech to text technologies such as Dragon Naturally Speaking to create transcripts for existing video. Also we will follow recent advancements in automatic captioning by Google/Youtube.
8	3. Established a procedure to ensure that campus members involved in digital content development know who to contact for compliance assistance.	Initiated	2010	Yes	As the webmaster works with campus publishers, he is also informing them of ATI requirements and offering his assistance. As a part of keeping our web publishers informed, the webmaster will document updates which will become an documented archive for reviewing results and changes over time.
					In addition, during technology and pedagogy workshops faculty and staff will be reminded systematically about accessibility issues. We can begin to document these events as a record of accessibility information outreach across campus.
					A form for requesting web publishing access rights will be developed which includes information pertaining to accessibility, links to the ATI website at CSUM.EDU and at CALSTATE.EDU and who to contact on campus for assistance.

Area(s) of Requested Collaboration for New Website/	Indicator	Assistance	Assistance	Comments
Web Application and Digital Content Design and	Number	Requested?	Offered?	
Development Process		Yes/No	Yes/No	
Briefly describe the areas in which your campus would	1	Yes	No	We would like to continue to have our Highsoftware application hosted at another
like to collaborate with other campuses and the ATI staff				campus.
Briefly describe the areas in which your campus would	1	Yes	No	We would like to continue leverage the Chancellor's office's ATI Webinars and
like to collaborate with other campuses and the ATI staff				make these available to our campus community.

Ongoing Monitoring Process

Goal	Goal Status	Key Accomplishments 09/10	Key Plans 10/11
Updating and maintenance of websites/ web applications and digital content comply with Section 508 Accessibility Standards		Our main site (CAMPUSEAL.org), alumni site(iModules) and Athletics (http://www.sidhelp.com/page/SIDSupport.php) sites have all been redesigned by outside vendors. These sites have been designed using modern Web standards.	Our webmaster will systematically test websites in an ongoing process to ensure continuing compliance.
Comments			

Success Indicator	Status	Year	Worked on	Will work on	Comments
		Started	09/10?	10/11?	
				Yes/No	

3.	Assigned responsibility for the ongoing monitoring process of websites and web applications to a body (person(s) or business entity).	Defined	2010	Yes	Yes	Beginning the Fall semester of 2010, ongoing monitoring of the websites and web applications is the responsibility of the webmaster.
2.	Established a procedure to verify that any changes made to existing website and web applications comply with 508 accessibility guidelines.	Initiated	2010	Yes	Yes	Web developers across campus will be using the embedded system for web development which is compliant.
3.	Established a procedure to ensure that campus members involved in website and/or web application development are familiar with the monitoring process.	Not Started		No	Yes	Our campus form for requesting web publishing access rights will be developed which includes information pertaining to accessibility, links to the ATI website at CSUM.EDU and at CALSTATE.EDU and who to contact on campus for assistance. This form will include an notification regarding our systematic review system for maintaining ongoing accessibility in all electronic documents and web pages/applications.
4.	Established a procedure to ensure that campus members that develop websites, web applications know who to contact for compliance assistance.	Not Started		No	Yes	Our form for requesting web publishing access rights will be developed which includes information pertaining to accessibility, links to the ATI website at CSUM.EDU and at CALSTATE.EDU and who to contact on campus for assistance.
5.	Assigned responsibility for the ongoing monitoring process of digital content to a body (person(s) or business entity)	Initiated	2010	Yes	Yes	The webmaster will use the Highsoftware reports to monitor the accessibility of content.
6.	Conducted Section 508 evaluations on digital content: documents (word processor produced, excel, PowerPoint, PDF) before the documents are published to the web.			No	Yes	Our webmaster will do a systematic sweep of our web pages and documents associated with those pages. He will take a sample of documents and test them by pushing them through our accessibility software.
7.	Conducted Section 508 evaluations on digital content: videos before the videos are published to the web.	Not Started		No	Yes	We will continue to explore the use of Echo360 for lecture capture and the use of speech to text technologies such as Dragon Naturally Speaking to create transcripts. Also we will follow recent advancements in automatic captioning by Google/YouTube.
8.	Conducted Section 508 evaluations on digital content: audios, before the audios are published to the web.	Not Started		No	No	Our target is to concentrate on the bulk of web materials, such as web pages and associated documents. We will continue to explore the use of Echo360 for lecture capture and the use of speech to text technologies such as Dragon Naturally Speaking to create transcripts. Also we will follow recent advancements in automatic captioning by Google/YouTube.

S	Established a procedure to ensure that campus members involved in digital content development are familiar with the monitoring process.	Not Started	No	Yes	Our campus form for requesting web publishing access rights will be developed which includes information pertaining to accessibility, links to the ATI website at CSUM.EDU and at CALSTATE.EDU and who to contact on campus for assistance. This form will include an notification regarding our systematic review system for maintaining ongoing accessibility in all electronic documents and web pages/applications and who is the appointed campus contact for accessibility assistance. In addition, all technology related workshops will include information on who provides accessibility assistance.
1	 Established a procedure to ensure that campus members that develop digital content know who to contact for compliance assistance. 	Not Started	No	Yes	Our webmaster will do a systematic sweep of our web pages and documents associated with those pages. He will contact people responsible for any pages or documents that are not compliant and offer support and assistance in gaining compliance.
1	 Documentation of the web accessibility monitoring process is archived and can be produced for inspection. 	Not Started	No	Yes	Results of these systematic sweeps will be documented via a live spreadsheet accessible to the campus and interested parties. This document will provide adequate tracking and documentation of the ongoing evaluation of web and other digital content.

Area(s) of Requested Collaboration for Ongoing Monitoring Process	Indicator Number	Assistance Requested? Yes/No	Assistance Offered? Yes/No	Comments
Briefly describe the areas in which your campus would	11	Yes	No	We would like to see our CSU campuses' methods for tracking web evaluation.
like to collaborate with other campuses and the ATI staff	f			
Briefly describe the areas in which your campus would				
like to collaborate with other campuses and the ATI staff	f			

Exemptions and Alternatives Process

Goal	Goal Status Key Accomplishments 09/10	Key Plans 10/11
Documented non-compliant websites, web applications and digital content must be delivered in an equally effective alternate format and granted an exemption.		The campus plans to develop a plan to address exemptions and alternatives in 2011.
Comments		

Success Indicator	Status	Year	Worked	Will work Comments
		Started	on 09/10?	on 10/
			Yes/No	11?

				Yes/No	
4 .	Established a process for granting exemptions.	Not Started	No	Yes	Our current strategy is to bring into compliance as much of the University's current web content and new content as possible before addressing alternatives due to our limited resources. The campus will develop a <u>list of exemptions</u> and a rationale for such exemptions.
2.	Documented process for handling exemptions is part of the campus Web Accessibility Plan.	Not Started	No	No	Given limited resources, the campus plans to phase this in later.
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.	Not Started	No	No	Given limited resources, the campus plans to phase this in later.
4.	Accessible alternate format is in place for all website and web applications exemptions.	Not Started	No	No	Given limited resources, the campus plans to phase this in later.
5.	Established a follow-up procedure to remediate non- compliant websites, and web applications.	Not Started	No	No	Identify and develop process to remediate non-compliant web pages.
6.	Established a procedure to ensure that campus members responsible for website, and web applications, know who to contact for compliance assistance.	Not Started	No	No	Webmaster maintains a <u>complete list of Web Publishers</u> . 2-4 communications are sent
7.	Documentation of the website, and web application, exemptions and alternative accommodations process is archived and can be produced for inspection.	Not Started	No	No	Given limited resources, the campus plans to phase this in later.
8.	Accessible alternate format is in place for all digital content exemptions.	Not Started	No	No	Given limited resources, the campus plans to phase this in later.
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	No	No	Given limited resources, the campus plans to phase this in later.
10	Established a follow-up procedure to remediate non- compliant digital content.	Not Started	No	No	Given limited resources, the campus plans to phase this in later.
11	. Established a procedure to ensure that campus members responsible for digital content know who to contact for compliance assistance.	Not Started	No	No	Given limited resources, the campus plans to phase this in later.
12	Documentation of the digital content exemptions and alternative accommodations process is archived and can be produced for inspection.	Not Started	No	No	Given limited resources, the campus plans to phase this in later.

Area(s) of Requested Collaboration for Exemptions and Alternatives Process	Number	Requested?	Assistance Offered? Yes/No	Comments
Briefly describe the areas in which your campus would like to collaborate with other campuses and the ATI staff	1			We would like to know what other campuses are exempting and why.
Briefly describe the areas in which your campus would like to collaborate with other campuses and the ATI staff				

Training Process

Goal	Goal Status Key Accomplishments 09/10	Key Plans 10/11
Professional development training has incorporated Section 508 accessibility guidelines into website and web applications development and digital content preparation.		The campus plans to make available to all of its web content publishers training on using the portal's new content management system and incorporating section 508 accessibility guidelines.
Comments		

Si	uccess Indicator	Status	Year Started	Worked on 09/10? Yes/No	Will work on 10/11? Yes/No	Comments
5	Assigned responsibility for the training process of web development and web application development to a body (person(s) or business entity).	Initiated	2010	Yes	Yes	The Web Oversight Committee and the ATI Oversight Committee, working with the Webmaster, will be responsible for ensuring that training is provided each semester.
2.	Assigned responsibility for the training process of digital content development to a body (person(s) or business entity).	Initiated	2010	Yes	Yes	The Web Oversight Committee and the ATI Oversight Committee, working with the Webmaster, will be responsible for ensuring that training is provided each semester.
3.	Established a web based repository for training materials that are available to members of the campus community	Initiated	2010	Yes	Yes	We plan to work with another CSU campus to share a web based repository for training materials and provide links to members of the Cal Maritime web publishers.

4.	Established and deployed accessible web training program for web developers and designers.	Managed	2008	Yes	Yes	In 2008, we began training programs issues related to web publishing, maintenance and development of our new website. Our new webmaster will be sent to a conference with training on accessibility to extend our current level of knowledge and performance. Purchase book Designing with Web Standards by J. Zeldman for the Cal Maritime Library
5.	Established and deployed accessible web training program for web content contributors.	Managed	2008	Yes	Yes	We will extend the web links and training programs begun in 2008 to include additional issues related to web publishing, maintenance and development of our new website. http://ilearn.csum.edu/moodlemaritime/course/view.php?id=3307
6.	Established and deployed accessible web training program for digital content: (word processor produced, excel, PowerPoint, PDF) publishers.	Managed	2008	Yes	Yes	Our websites support learning and publishing accessible documents. These websites draw upon the CSU repository of accessibility training information. http://cspilot.mrooms2.net/course/view.php?id=127 http://www.csum.edu/itinfo/ATI/accessible documents.asp http://www.csum.edu/itinfo/ATI/accessible documents.asp http://www.csum.edu/itinfo/ATI/accessible documents.asp http://www.csum.edu/itinfo/ATI/accessible documents.asp http://www.csum.edu/itinfo/ATI/accessible documents.asp http://www.csum.edu/itinfo/ATI/accessible documents.asp http://www.csum.edu/itinfo/ATI/accessibility webinars to the campus community ,

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	No	Yes	We will develop a single Training Calendar for IT topics which incorporates ATI training. In addition, we will expand the IT Training page on the campus's Website. The campus community will be systematically alerted to training opportunities via email.
11. Documentation of the training sessions and attendance is archived and can be produced for	Not Started	No	Yes	Develop procedures and tools to enable the tracking of Training sessions, which will require guidance for campus Trainers.
inspection.				Attendance will be recorded via the Depot system used by Faculty Development and this record can be inspected anytime as it is maintained online and easily generates reports. http://depot.csuprojects.org/fdc/em-code/main.jsp

Area(s) of Requested Collaboration for the Training Process		Requested?	Assistance Offered? Yes/No	Comments
Briefly describe the areas in which your campus would	1			Work with another CSU campus to share a web based repository for training
like to collaborate with other campuses and the ATI staff				materials and provide links to members of the Cal Maritime web publishers.
Briefly describe the areas in which your campus would				
like to collaborate with other campuses and the ATI staff				

Communication Process

Goal	Goal Status	Key Accomplishments 09/10	Key Plans 10/11
In general the campus community is aware	Started	We sent campus-wide emails out to highlight CSU online training	1) The development of a single Training Calendar for IT topics
of Section 508 guidelines to make web		opportunities for procurement, web and instructional materials	which incorporates ATI training.
based information available to everyone			The expansion of the IT Training page on the campus's
(students, staff, faculty & the general			Website.
public) regardless of disability.			3) Systematization of campus information alerts for training
			opportunities via email.
Comments			

Success Indicator	Status	Year	Worked on	Will work	Comments
		Started	09/10?	on 10/11?	
			Yes/No	Yes/No	
6.1. Assigned responsibility for the communication process to a body (person(s) or business entity).	Initiated	2008	Yes		Responsibility for communications pertaining to ATI efforts has been assigned to the campus's ATI Oversight Committee.

2	Established an ongoing general campus communication that promotes web accessibility awareness.	Initiated	2008	Yes		General communication is publicized to the campus community for special events. However the communication process will be expanded by additional systematization pointed at outreach and raising general awareness of accessibility issues on an ongoing basis.
3	Established a procedure that incorporates electronic content Section 508 guidelines into the orientation process for new faculty.	Initiated	2008	Yes		Accessibility training is part of the incoming faculty process. Annually a workshop will be offered to assist the broader campus community in understanding development of web accessible documents and web pages.
4	Established a procedure that incorporates electronic content Section 508 guidelines into the orientation process for new staff.	Not Started		No		Make this a part of the incoming staff process. Annually a workshop will be offered to assist the broader campus community in understanding development of web accessible documents and web pages.
5	Established a procedure that incorporates electronic content Section 508 guidelines into the orientation process for students.	Not Started		No		Make this a part of the incoming student process by adding information about Section 508 to the Student Handbook.
6	Documentation of the communication process is archived and can be produced for inspection.	Managed	2008	Yes	Yes	Document the procedure (and workflow).

Area(s) of Requested Collaboration for the	Indicator	Assistance	Assistance	Comments
Communication Process	Number	Requested?	Offered?	
		Yes/No	Yes/No	
Briefly describe the areas in which your campus would	3	Yes	No	We would like examples of orientation materials used at other campuses in
like to collaborate with other campuses and the ATI staff				electronic format that could be adopted for use at Cal Maritime.
Briefly describe the areas in which your campus would	6	Yes	No	We would like links or other electronic examples of exemplary communication
like to collaborate with other campuses and the ATI staff				documentation processes.

Administrative Process

Goal	Goal Status	Key Accomplishments 09/10	Key Plans 10/11
Campus governance entities are aware of	Defined	The Provost's Academic Council and the President's Advisory	The campus webmaster will extend training available on
and kept informed about web accessibility.		Board has played a key role in leading the web redesign process	campus. The ATI Oversight Committee will develop a process
		and stressing the need for accessibility for our electronic	for information outreach to the broader campus and document
		content.	these efforts.
Comments			

Success Indicator	Status	Year	Worked on	Will work	Comments
		Started	09/10?	on 10/11?	
			Yes/No	Yes/No	

7	Developed and published a Web Accessibility Plan.	Managed	2008	No	Yes	The Web Accessibility Plan is published at http://www.csum.edu/itinfo/ati/ (this URL will change after the new website is launched).
2.	Established a procedure to update and revise the Web Accessibility Plan as necessary.	Initiated	2010	Yes	Yes	The ATI Oversight Committee will annually review the plan to ensure timeliness.
3.	Established metrics for each of the Web Accessibility Plan areas (evaluation, monitoring, new development, exemptions & alternatives, training, and communication).	Not Started		No	No	Due to limited campus personnel and resources, the ATI Oversight Committee cannot currently develop a robust system of metrics for all Web Accessibility Plan areas. As resources are made available and the website redesign phases into a maintenance status, additional review of this requirement can be considered.
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		No	No	

Area(s) of Requested Collaboration for Administrative Process	Assistance Requested?	Assistance Offered?	Comments
Frocess	Yes/No	Yes/No	
Briefly describe the areas in which your campus would	103/110	103/110	
like to collaborate with other campuses and the ATI staff			
Briefly describe the areas in which your campus would			
like to collaborate with other campuses and the ATI staff			

Contributors

This information will be used for follow up questions and collaboration.

Name	Title	Email Address	Phone Number
	Director, Center for Engagement, Teaching and Learning	vmcclendon@csum.edu	707-654-1283
•	Coordinator of Instructional Technology/Web Development	gcrum@csum.edu	707-654-1046
Ryan Wold	Webmaster	rwold@csum.edu	707-654-1724
Steve Frazier	CIO	sfrazier@csum.edu	707-654-1084