

California State University
California Maritime Academy
Web Accessibility Implementation Plan

RESPONSIBLE UNIT: ADA Committee

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Introduction

The California Maritime Academy's Web Accessibility Policy reflects the California State University's (CSU) ongoing commitment to provide access to information resources and technologies to individuals with disabilities. This commitment is articulated in [Executive Order 926 \(EO 926\)](#), the CSU Board of Trustees Policy on Disability Support and Accommodations:

"It is the policy of the CSU to make information technology resources and services accessible to all CSU students, faculty, staff and the general public regardless of disability."

The California Maritime Academy (CMA) is committed to ensuring accessibility of its official website for people with disabilities. Content on the CMA website will conform to Section 508 and W3C/WAI's [Web Content Accessibility Guidelines 1.0](#), [Conformance Level A](#) as specified in CMA's Web Accessibility implementation plan.

Questions pertaining to this plan should be directed to one of the following:

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Web Accessibility Implementation Plan

1. Auditing, Monitoring And Remediation Of Websites

As Scheduled by the CIO, the Web Facilitator will be charged with using web accessibility compliance applications and manual processes to audit, monitor and identify pages that are not in compliance. The creator/modifier of web pages that do not meet 508 standards will then be required to bring the pages into compliance. The degree of difficulty and resources needed in making a particular page accessible, as well as ATI timelines, will be taken into account when establishing revision priorities, timelines and the resources needed.

An inspection of Cal Maritime's top twenty important administrative web pages conducted in May 2007 found that the majority of pages require minor modification to bring them into baseline accessibility standard compliance as defined by Section 508 Subpart B and where appropriate subpart C.

2. Accountability And Documentation Procedures

Owners/modifiers of non-compliant pages are responsible for bringing them into compliance. Timelines to bring pages in to compliance will be determined by the degree of difficulty and resources needed in making particular pages accessible.

After remediation work has been undertaken, the Web Facilitator will use web accessibility compliance applications and manual processes again to insure that the pages have been brought into compliance.

3. Ensuring That New Websites and Web Content Incorporate Accessibility in the Design and Authoring Process.

Web publishers in each department will be provided with web publishing content management software and trained on its use. This training will also cover Section 508 and W3C/WAI's **Web Content Accessibility Guidelines 1.0, Conformance Level A**. When deemed appropriate, compliant templates will be provided. No one will be granted web publishing capability without completing this training.

Evaluation results from using Hisoftware will be posted on Cal Maritime's website. Web publishers will then be encouraged to search the results for pages that they are responsible and determine whether there are compliance issues with them.

4. Determining Exceptions and For Developing, Documenting And Communicating The Equally Effective Alternate Form of Access That Will Be Provided

When third-party web-enabled applications are deemed noncompliant and licensed through the Chancellor's Office, the Web Facilitator or CIO will confer with the Chancellor's Office to determine whether a work-around exists. Also, when other software is found to not be fully compliant, the campus risk manager and CIO will document the risk associated with the software and determine whether an equally effective alternate form exists. Based on these findings, they will determine whether an exception may be granted.

5. Identifying Critical Administrative Websites That Require Remediation.

Cal Maritime's ADA Committee will identify and assess the priorities of remediating critical administrative websites. Factors taken into consideration will include whether or not the Web site or page(s) are the primary means through which information or a service is delivered or receives a high number of hits.

6. Alternative Ways of Delivering Information During Period When Websites Are Undergoing Retrofit

Most retrofitting will be done in the development environment. For those that prefer to retrofit in a non-development environment, a directory that is not linked on the web server will be provided.

7. Training Plan For Those Who Develop and Maintain Websites and Who Author Web Content.

To ensure that new web pages meet 508 compliance standards, the appropriate training will be provided for those who develop and maintain websites and who author web content. All web publishers who publish and maintain administrative pages will be required to attend accessibility training by January, 2008.

8. Web Accessibility Requirements Communication Plan

The Web Facilitator will send a message to all web developers (including faculty that are developing personal web pages) and department chairs the 3rd or 4th week of each fall semester. The Department chairs and directors will be asked to communicate the accessibility requirements for web design to their faculty and staff. Information will also be included in the orientation packets distributed to all new faculty and staff. New web publishers will be informed of the requirement for them to attend training

that includes web accessibility requirements. Info and training will be available on request and provided on the Cal Maritime website.

9. Effectiveness

A baseline was established by evaluating the top twenty administrative web pages (see addendum). Once per semester (or three times a year) the website will be reevaluated using HiSoftware to determine the number and percentage of pages that are compliant. The intent is to have all administrative web pages compliant by May 15, 2009 to meet CSU ATI project goals. The entire website will be brought into compliance by 2012.