

EvCC7040: ACCESSIBLE TECHNOLOGY AND MEDIA POLICY

Original Date: November 21, 2017

Policy Contact: Director of Educational Technology and Executive Director of Information Technology

POLICY

Everett Community College provides equal opportunity to access its educational and administrative services, programs, and activities. Consequently, the development or procurement of new hardware and software intended for use by College employees and students must meet the College's accessibility standards. New digital media, documents, and other electronic information created by or for employees, as well as materials and applications used for instruction or by members of the public, must also conform to these standards.

This policy applies to the procurement, development, and implementation of instructional, administrative, and communications technologies and content used at the College. This includes websites, learning management tools, student information systems, training materials, instructional materials, media, and assessment tools.

Ensuring equal and effective access to covered technologies is the responsibility of all College administrators, faculty, and staff.

The College will respond to complaints involving the accessibility of covered technologies and take timely and appropriate steps to investigate, mitigate, or resolve the circumstances leading to any such complaints.

DEFINITIONS

"Accessible" refers to the objective that everyone, including those with disabilities, will have integrated and equally effective access to programs and services in as timely a fashion as provided by the original format, medium, or service.

"Covered technologies" are information technologies and digital media created, purchased, licensed, or maintained by employees of Everett Community College and used by faculty, staff, or students. These include College-operated websites, web applications, software, hardware, electronic documents, and other media. Third-party content encountered by a user after leaving a covered technology is not addressed by this policy (e.g., links to external content not created, purchased, or licensed by the College).

"Integrated" means that alternate methods or formats for accessing information and media, or for using covered technologies, are readily available from within the user interface, website, or computing environment.

"Equal access," "equal opportunity to access," and **"equally effective"** all refer to the ability of an individual, with or without a disability, to access the same information or services, in as timely a fashion, as provided by the original format, medium, or technology.

RELEVANT LAWS AND RELATED INFORMATION

[Americans with Disabilities Act of 1990](#)

Rehabilitation Act of 1973, [Section 504](#) and [Section 508](#)

[RCW 28B.10.912: Students with Disabilities](#)

[RCW 49.60: Discrimination](#)

[Washington OCIO Policy 188](#)

[SBCTC Policy 30.20.30: Access for Students with Disabilities](#)

REVISION HISTORY

Original Date: November 21, 2017

APPROVED BY

Board of Trustees