

## Accessible Technology Initiative at CSUDH

California State University, Dominguez Hills is committed to providing an inclusive environment that ensures campus information technology and resources are accessible to all students, faculty, staff, and the general public, regardless of disability. This is a shared responsibility that cuts across the campus and requires ongoing, overall institutional attention and commitment for its success.

The Accessible Technology Initiative (ATI) at CSUDH adheres to the California State University (CSU) systemwide mandate to provide access, which is articulated in Executive Order 926 (EO 926), the CSU Board of Trustees Policy on Disability Support and Accommodations and supported by CSU coded memorandums AA-2007-04 and AA-2013-03.

Successful implementation of the ATI at CSUDH requires collaboration among faculty, disability resource centers, bookstores, academic and student services departments, academic technology and other institutional staff, and students with disabilities. Oversight for ATI implementation is the responsibility of the ATI Executive Sponsor and the ATI Steering Committee.

### Roles and Responsibilities:

#### ATI Executive Sponsor

The campus Executive Sponsor [or delegate], working with the campus ATI Steering Committee, reviews and updates the ATI Campus Plan to guide its implementation. The Plan indicates the specific success indicators the campus will focus its efforts on across the 3 priority areas [instructional materials, web, and procurement]. The executive sponsor communicates recommendations from the ATI Steering Committee to the University President.

The executive sponsor also leads the ATI implementation effort through the following activities:

- Conduct regular ATI Steering Committee meetings no less than twice per year.
- Ensure that the Committee membership is comprised of all key stakeholder groups and includes members with appropriate experience and expertise to inform decision-making.
- Engage in a periodic administrative review process with the Committee regarding challenges, milestones, resources, and document ongoing progress.
- Monitor, leverage, and implement deliverables from systemwide ATI activities that will advance campus efforts.
- Ensure that Committee members monitor, participate in, and contribute to “Community of Practice” activities.
- Channel communications from the CSU Chancellor’s Office to appropriate parties on campus.
- Act as the signature of authority on ATI policies.

#### ATI Steering Committee

The ATI Steering Committee oversees the ATI implementation including reviewing and revising the ATI Campus Plan, implementing projects and activities to meet ATI goals, and documenting progress toward these goals using the CSU ATI Annual Report process. The committee monitors compliance, is an advocate for the initiative, communicates the initiative to their respective areas, and makes recommendations to the Executive Sponsor. The Committee membership is comprised of all key stakeholder groups and includes members with appropriate experience and expertise to inform decision-making.

## ATI Support Teams

The CSUDH ATI Steering Committee includes three teams that work together with the campus community to accomplish goals in ATI priority areas:

Instructional Materials team: provides resources, tools, training and expertise to faculty and staff to ensure that all documents and media are accessible to all.

Procurement team: provides resources, tools, training and expertise to employees and vendors to ensure that all electronic and information technology (E&IT) products and services purchased for the University are accessible to all.

Web team: provides resources, tools, training and expertise to faculty and staff to ensure that all University and auxiliary websites are accessible to all.

This document was reviewed and accepted by the ATI Steering Committee on 11/6/2014.