Developing a Distance Education Accessibility Plan with Measurable Goals

Online Teaching Conference
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Presenter:
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What Will We Talk About

➢ Why a Distance Education (DE) Accessibility Plan?

➢ Definition of "Accessible" by Office of Civil Rights and the U.S. Department of Education

➢ Legal Obligation to Accessibility in Online Courses

➢ Who's Responsible for Accessibility of Online Courses?

➢ Key Aspect of College Approach to DE Accessibility Plan

➢ College's DE Accessibility Plan and Its Outcome

➢ College Current and Future Commitment to Accessibility

➢ Resources: Accessibility Tools

Why a Distance Education Plan?

- ❑ Provides a Clear and Measurable Goal of the College on Accessibility
- ❑ Brings Accessibility into Focus
- ❑ Allows for Formal Buy-In From Administration, Faculty and Staff
- ❑ Sets College Standard in Accessibility
- ❑ Allows Long-Term Planning in Accessibility (Financially and in Areas Relating to Resources and Training) and Continuous Improvement
- ❑ Gives Faculty, Staff and Administrators a Sense of Purpose and Goal to Reach in Accessibility
- ❑ Documentation for Potential Accessibility Auditing

Definitions of "Accessible"
by Office of Civil Rights and the U.S. Department of Education

"Accessible" means a person with a disability is afforded the opportunity to acquire the same information, engage in the same interactions, & enjoy the same services as a person without a disability in an equally effective & equally integrated manner, with substantially equivalent ease of use. The person with a disability must be able to obtain the information as fully, equally & independently as a person without a disability.

College Legal Obligation to Accessibility in Online Courses
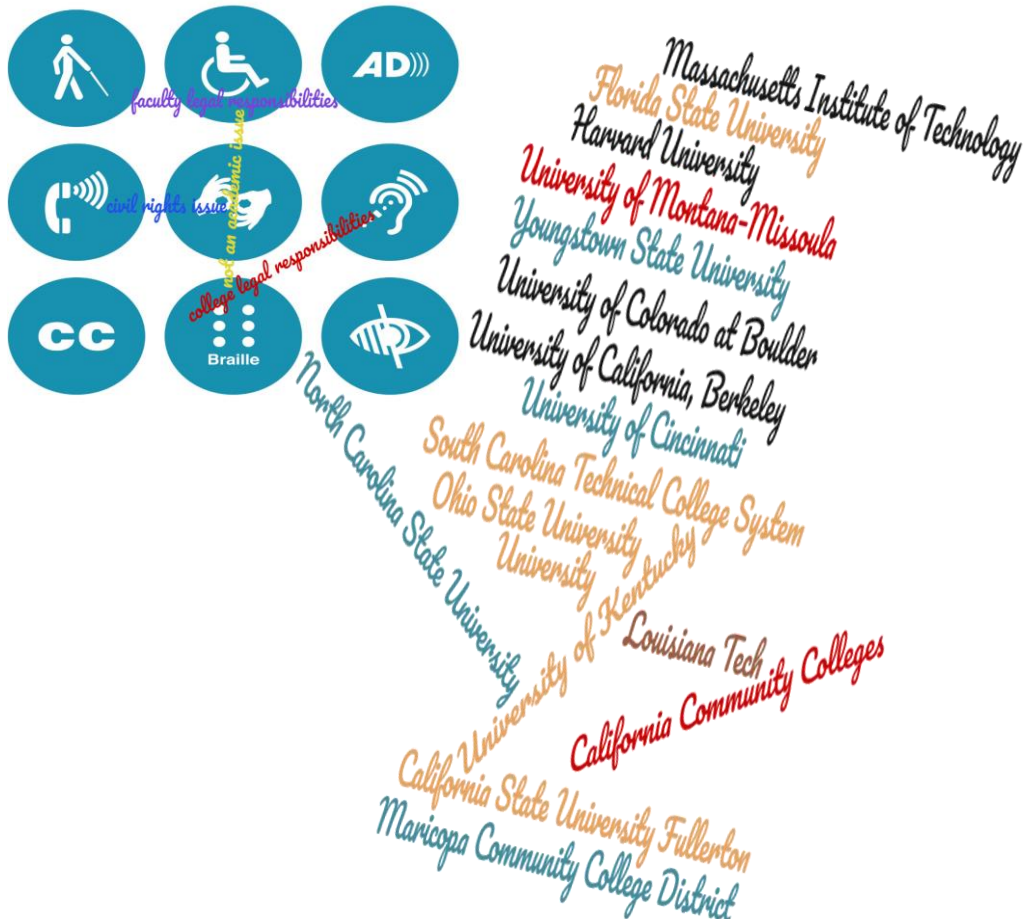
- ➢ Americans with Disabilities Act (42 U.S.C. § 12100 et seq.)
- ➢ Section 508 of the Rehabilitation Act of 1973 as amended (29 U.S.C. § 749d)
- ➢ Title 5 Regulation on Distance Education (T§ 55206) - distance education course sections must meet the requirements of the Americans with Disabilities Act (42 U.S.C. § 12100 et seq.) and section 508 of the Rehabilitation Act of 1973, as amended, (29 U.S.C. § 749d)

Who's Responsible for Accessibility of Online Courses?

Instructor Responsibilities
- Creates Clear Navigation
- Alternative Text Writes Descriptions for Images
- Uses Accessible Documents
- Uses Closed Captioning
- Writes Description of Math and Science Equations/Formulas
- Uses Accessible Software and Web applications
- Provides DSPS with Course Materials for Accommodation Purposes

Distance Education Responsibilities
- Provides media captioning for online courses upon request
- Offers accessibility training
- Provides accessibility resources and support
- Develops and maintains how-to video tutorials of accessibility tools
- Supports Accessibility Plan for Distance Education
- Reviews Course Materials for Accessibility Upon Request
- Provides Accessibility Tool Checkers to Faculty and Staff for Online Courses

DSPS Responsibilities
- Increases Awareness of Disability Experience and Works with Staff and Faculty to Reduce Barriers
- Determines Student Eligibility for Accommodation
- Provides Alternative
- Format of Course Materials and Documents
- Supplies students with an accessible
- Provides Auxiliary Aids and Services

Source: www.pcc.edu

Key Aspect of College Approach to DE Accessibility Plan

➤ Collaboration Between Faculty (Pedagogy and Technology Committee) and Distance Education Department

➤ Measurable Outcome

➤ Actionable Activities

➤ Leadership and Responsibilities

➤ Timeline

➤ Buy-in from Academic Senate

➤ Not Part of Faculty Evaluation

➤ Annual Evaluation of Plan

UNIVERSAL DESIGN

Making design accessible to everyone in society

7 PRINCIPLES OF UNIVERSAL DESIGN:

Equitable   Flexibility   Simple & intuitive   Perception information   Tolerance for error   Low physical effort   Size & space

College's DE Accessibility Plan and Its Outcome: Scripts and DSPS

Accessibility Outcome	Action to Ensure Outcome	Who Responsible	Deadline
College Canvas scripts are accessible.	Offer updated accessible HTML and CSS training to Canvas administrators.	Distance Education Department	By end of Fall 2018
Inform faculty of the assistive technology tools available for students requiring accommodation in the College DSPS High Tech Center.	Provide faculty informational opportunities such as lunch and learns, video, or newsletter passages to inform them of the various accommodation tools for students available in the DSPS High Tech Center.	ACCESS Department	By end of Spring 2019

College's DE Accessibility Plan and Its Outcome: Training

Accessibility Outcome	Action to Ensure Outcome	Who Responsible	Deadline
Train faculty how to make their courses accessible to students with disabilities.	Offer accessibility training (e.g. UDOIT, WAVE, PowerPoint, Word Document, PDF and Canvas pages) to faculty.	Distance Education Department	50% of faculty are trained by end of Spring 2019
			75% of faculty are trained by end of Fall 2019
			100% of faculty are trained by end of Spring 2020

College's DE Accessibility Plan and Its Outcome: POCR

Accessibility Outcome		Action to Ensure Outcome	Who Responsible	Deadline
All online course materials are accessible to students with disabilities. Faculty can choose option one or two to make their online course sections compliant.	Option 1	Faculty courses approved through the OEI POCR Process (CC POCR Team and/or OEI POCR Review)	Individual faculty member, OEI POCR Team, CC POCR Team (if used), and Distance Education Department	50% of all online course sections are accessible by end of Summer 2019
				75% of all online course sections are accessible by end of Spring 2020
	Option 2	Self-evaluation accessibility checklist signed by individual faculty.	Individual faculty, and Distance Education Department	100% of all online course sections are accessible by end of Fall 2020

The Academic Senate-approved Resolution to Apply to the OEI Exchange states that "the Cerro Coso Community College Academic Senate affirms a commitment to culturally responsive teaching, accessibility, and open educational resources, if applicable, in the design of online courses."

College's DE Accessibility Plan and Its Outcome: Self-evaluation Accessibility Checklist for Online Courses

Information About Course

MUST COMPLETE BY: FALL 2020	**Origination Date:** _____
Course Code: _____	**Course Title:** _____
Faculty First Name: _____	**Faculty Last Name:** _____
Department: _____	**Faculty E-mail:** _____

My online course materials are in compliance with Level A and AA of WCAG 2.0 based on:

☐ UDOIT Accessibility Checker   ☐ PowerPoint Document Accessibility Checker

☐ PDF Document Accessibility Checker   ☐ Excel Document Accessibility Checker

☐ Word Document Accessibility Checker   ☐ WAVE Accessibility Checker for External Websites

Also, my videos are closed captioned and all audio files have transcriptions.

_____   _____
Signature of Faculty Completing Form   **Date**
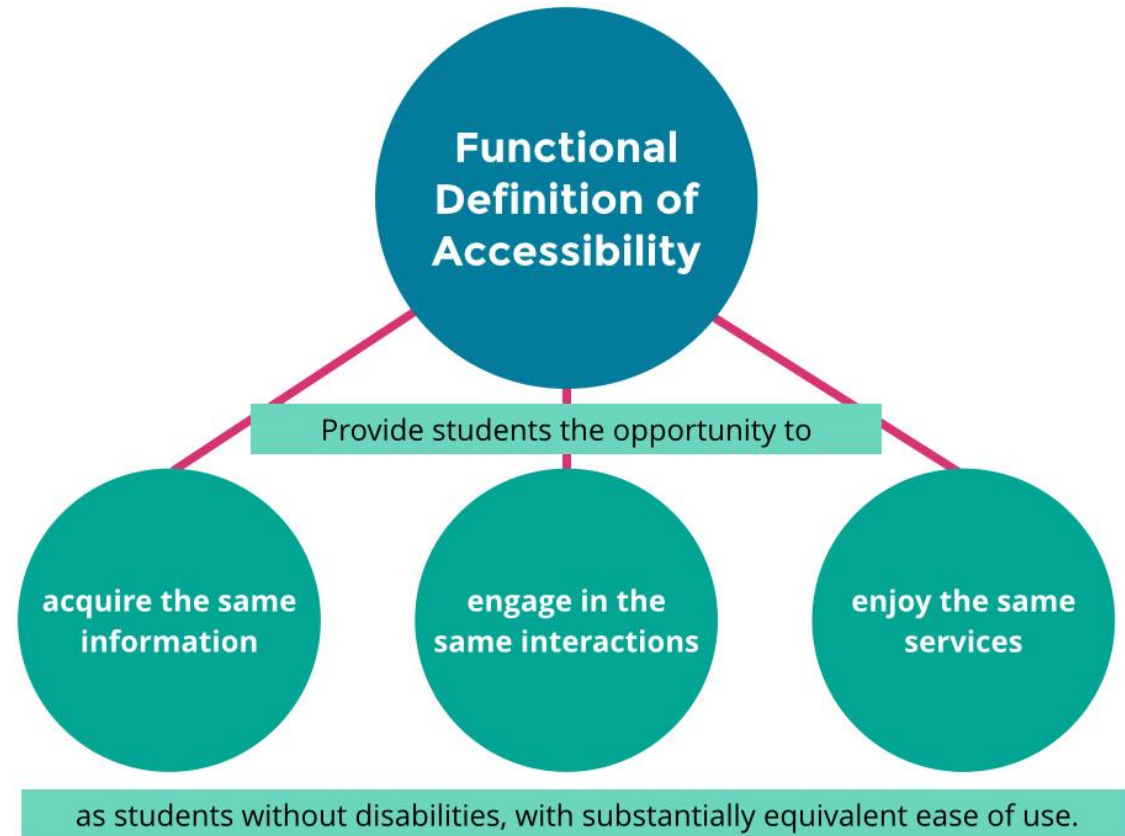
➢ Faculty who choose to forego the Peer Online Course Review (POCR) approval process and instead choose to self-evaluate their online course for accessibility compliance issues.

➢ Faculty have until Fall 2020 to make their online course materials 100%.

➢ Faculty must complete and sign the checklist.

College Current and Future Commitment to Accessibility

➢ KCCD Accessibility Task Force

➢ DE Accessibility Plan

➢ Accessibility Training

➢ DSPS

➢ Accessibility Tools
  ➢ UDOIT
  ➢ WAVE
  ➢ Dinolytics

Functional Definition of Accessibility

Provide students the opportunity to

acquire the same information

engage in the same interactions

enjoy the same services

as students without disabilities, with substantially equivalent ease of use.

Accessibility Tools

Accessibility Tools Available to Our Faculty

➤ Closed Captioning
  ➤ 3CMedia Streaming - https://ca.college.technology/2017/03/20/3c-streaming-media/
  ➤ Youtube

➤ Accessibility Tools in Canvas
  ➤ Canvas Rich Content Editor
  ➤ UDOIT – Free, Need Installation

➤ Website
  ➤ WAVE – Free, Chrome Extension - https://wave.webaim.org/
  ➤ Dinolytics – Free through High Tech Center Training Unit of the California Community Colleges, Need Account - https://dinolytics.com/

➤ MS Office – Accessibility Checker
  ➤ PowerPoint
  ➤ PDF
  ➤ Excel
  ➤ Word

Additional for Canvas Administrator

➤ High Tech Center Training Unit of the California Community Colleges –Training - https://ca.college.technology/2017/03/20/alternate-text-production-center/

➤ California Community Colleges Accessibility Center – DSPS - https://www.cccaccessibility.org

➤ Distance Education Captioning and Transcription (DECT) – grant funded closed captioning https://ca.college.technology/2017/03/20/distance-education-captioning-and-transcription/

Questions?

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