

COLORADO COMMUNITY COLLEGE SYSTEM
SYSTEM PRESIDENT'S PROCEDURE
WEB ACCESSIBILITY PROCEDURE

SP 3-125g

APPROVED: April 28, 2014
EFFECTIVE: April 28, 2014

REFERENCES: BP 3-125; Electronic Communication Policy
BP 3-120; Affirmative Action/Anti-Discrimination
BP 4-120; Prohibition of Discrimination or Harassment

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Purpose

The Colorado Community College System is committed to facilitating access to its Colleges' instruction, communication, and business processes for the broadest possible audience. CCCS strives to employ principles of Universal Design and the use of the World Wide Web Consortium's WCAG 2.0 standards in the design, development, implementation, and enhancement, of all web-based information and services.

Scope

This procedure applies to all web-based information and services which includes, but is not limited to, web sites, instructional materials, and online services that are developed, hosted or maintained by the community colleges and all entities within the Colorado Community College System (CCCS). Colleges must ensure web-based information for use by faculty, staff, students, prospective students and the public is accessible. This procedure does not apply to unauthorized web pages published by students or employees, which are not used to conduct college business or instructional activities.

Procedure

Colleges and the System will be responsible for having a written web accessibility plan in place by December 31, 2014. The college presidents shall designate individual(s) with the authority to ensure accountability and conformance.

The plans must specify the date in which all official college web-based information will conform with the Web Content Accessibility Guidelines 2.0 (WCAG) - Level AA. The plan may distinguish dates between creating new material versus revising and converting current web-based information, also known as legacy information. Colleges

and System should take into consideration its budget, staffing resources, and training needs when determining these dates.

Colleges and System will make their top priority systems visible to the most users with highest regard given to public-facing systems and student-facing systems. The lowest priority will be those systems which are being phased out in the near future.

If a college or the System has a circumstance where a specific application and/or program cannot meet these requirements, a written request for an exception to this procedure may be submitted to the System President, or his or her designee.

Vendor Agreements

Colleges and the System shall purchase from vendors who conform with the Web Content Accessibility Guidelines 2.0 (WCAG) as appropriate for the services they provide unless an extraordinary circumstance exists. Any purchase from a vendor not in conformance with WCAG must submit a request for an exception to the System President, or his or her designee. Any current agreements already in existence with a college or the System are exempt from this procedure.

Revising this Procedure

CCCS reserves the right to change any provision or requirement of this procedure at any time and the change shall become effective immediately.