

Gavilan College
Universal Access Task Force
Roadmap to Compliance
(Approved)

- ✓ Establish an Informal Committee – *Already have one!*
 - Library/Labs
 - IT
 - Web and Media
 - Purchasing
 - HR – Compliance
 - DRC
- Empower Purchasing with Authority to Deny Purchases
- Empower Web Master to Deny Publishing Web Pages
- Establish and Train on Requirements for Captioning
- Conducted Research of other campus policies – Gatekeeper?
- Educated Campus Shared Governance Groups
- Provided Fiscal Impact to District
- Prepared the Board for the Review and Vote

Personnel Changes

- Demonstrated Need
- Outlined Reporting Lines in Revised Organizational Chart
- Secured the Budget
- Created 2 New Positions
 - Senior Accessibility Compliance Specialist - Reclassification
 - Instructional Designer – In process
- Involved the Union

Hire Private Consultant

- Contract Services for 508 Manual Checking of Software
- Develop Forms and Rubric Criteria for Conducting
- Campus Procedures Manual
- Timeline for Implementation
- Training Guides
- Policy Recommendations

Step 1: Create an Accessibility Team

Step 2: Perform an E&IT Audit

Step 3: Institutional Commitment

Step 4: Offer Training Opportunities

Step 5: Develop a Procurement Plan

Step 6: Offer a Reporting Mechanism (added an Site & Access Issues link already)

Step 7: Rate Your Institution (pre & post survey)