

DTC Universal Access SubCommittee (Wednesday, April 24, 2024)

Generated by Jane Maringer on Sunday, August 4, 2024

1. Opening Items

Present: J. Maringer-Cantu (co-chair), K. Billups (co-chair), D. Young, S. Lawrence, R. Zepeda, P. Howell

Absent: L. Alvarez, C. Cisneros, K. Sachtleban

Guest: Brandon Biggs

Approval of the Agenda (Sabrina/Dana) All in Favor.

Approval of the Minutes: Tabled

2. Web Accessibility**A. Non-Visual Accessibility of Our Digital Campus Map - Brandon Biggs**

Since Gavilan's online map is not accessible to blind students using assistive technologies, it was recommended that the committee invite Brandon Biggs from XR Navigation Inc. to give them a presentation on an accessible solution. Brandon Biggs gave a presentation to the committee on his company's digital map viewer that can allow blind users to access all this information on university campus maps equally effective as their sighted counterparts. It is fully WCAG AA compliant. The committee asked Brandon to send them a quote for his company's product.

B. Status of the Comprehensive Accessibility Audit of Gavilan Website (new website) - Rosie/Kyle/Karl**C. PopeTech & Equidox Trainings (Dashboard)****D. VPAT Procedures Review****3. ADA / Access Issues****A. Web Accessibility / ADA Complaint Online Forms****B. Final Regulatory Text: Amending Title 5 to include DEIA in Evaluation & Tenure****4. Universal Design / UDL****A. Universal Design - GOTT D: Universal Design for Online Teaching - 10 Day Challenge - Jane/Sabrina****B. Captioning - need funding available (Closed Captioning cannot be paid with DHH funds)****5. Information and Communication Technology Accessibility & Acceptable Use Policies****A. Accessible Online Materials Board & Administrative Policies (BP 3725 / AP 3725)****B. Yula - Panorama for Digital Accessibility - Alternative Formats & Accessibility Reports - Jane/Sabrina****6. Closing Items****A. Goals for Next Semester: Accessibility Plan, ADA/508 Maxient Form, Audiom Inclusive Map Viewer****B. Spring 2024 Meetings: May 22**

DTC Universal Access SubCommittee (Wednesday, March 27, 2024)

Generated by Jane Maringer on

1. Opening Items**A. Roll Call:**

Present: Sabrina Lawrence, Kyle Billups, Carina Cisneros, Jane Maringer-Cantu, Rosie Zepeda, Pratibha Maurya
Absent: Karl Sachtleben, Lucy Alvarez, Dana Young, Peter Howell, Marilyn Morikang, Business Rep (still needed)

B. Approval of the Agenda (Rosie Zepeda/Kyle Billups) All in Favor.**C. Approval of the Minutes:** Tabled**2. Web Accessibility****A. Status of the Comprehensive Accessibility Audit of Gavilan Website (new website)- Rosie/Kyle/Karl**

Rosie sent the Website timeline to the President, and she said she may need to rewrite accessibility on the new contract for the final review.

B. PopeTech & Equidox Trainings (Dashboard)

Jane said that she will do an Equidox training this summer before July.

C. VPAT Procedures Review

Sabrina talked about the Apps / LTI, package - compliance,
Lucy - should include policy in the faculty orientation, it involves equity issues. Rosie said that some colleges have been sued - ADA/Section 508, VPAT approved - All classes have to be compliant, not having the authority to do anything, VP/Deans need training to hold the faculty accountable

3. ADA / Access Issues**A. Web Accessibility / ADA Complaint Online Forms**

The committee reviewed each of the forms, and Jane will send the changes to Grace for the next meeting.

B. Final Regulatory Text: Amending Title 5 to include DEIA in Evaluation & Tenure**4. Universal Design / UDL****A. Universal Design - GOTT D: Universal Design for Online Teaching - 10 Day Challenge - Jane/Sabrina**

Sabrina told Jane that she doesn't need to create this course before she leaves, it is up to her.

B. Captioning - need funding available (Closed Captioning cannot be paid with DHH funds, it is the college's responsibility.)**5. Information and Communication Technology Accessibility & Acceptable Use Policies****A. Accessible Online Materials Board & Administrative Policies (BP 3725 / AP 3725)****6. Closing Items****A. Goals for Next Semester: Accessibility Plan, ADA/508 Maxient Form, Gott D course****B. Spring 2024 Meetings: April 24, May 22**

Universal Access Subcommittee (Wednesday, March 22, 2023)

Generated by Jane Maringer on Sunday, March 3, 2024

1. Opening Items**Present:** J. Maringer-Cantu, (co-chair), K. Billups (co-chair), L. Alvarez, S. Lawrence, D. Young, R. Zepeda**Absent:** J. Alamdari, P. Howell, K. Sachtleben, C. Cisneros

- A. Additions/Deletions to Agenda (Sabrina, Kyle) All in Favor.
- B. Approval of the Minutes - Sept. 28, November 30 - Tabled.

2. Web Accessibility

- A. Status of the Comprehensive Accessibility Audit of Gavilan Website - Jane/Kyle/Karl
 - 1. Karl and Kyle are fixing the issues continually from the audit with ongoing maintenance.
 - 2. Accessible links when people send out all campus announcements.
 - 3. When the new website RFP's are requested, we need to make sure that accessibility and VPAT are a part of the process.
 - 4. Kyle learned something new from the Chancellor's Office, incorporate Section 508 into the yearly audits for financial aid, especially IT security, start asking questions about Section 508 in the audits.
- B. Equidox - Accessible PDF Workshop - Gavilan has the following logins - Karl, Marina, Priscilla, Rosie, Noemi, Kyle, Peter - Jane will need to schedule a training session. The Chancellor's Office is committed to providing @One courses through the summer, but after that, they may be outsourcing with different vendors.
- C. PopeTech - Ensuring Student Access to Your Online on Day 1 - There were 41 attendees, and we received good feedback. They said it was very helpful. Goals of this course included: By the end of this course, you will be able to understand Section D of the Online Education Initiative (OEI) Course Design Rubric and will have the necessary knowledge to apply the main usability/accessibility enhancements to your Canvas pages. Examples include: Heading Styles Lists Alt Text (for images), Tables, Color, Accurate Video Captions. The PopeTech tool will ensure all course content meets accessibility standards.
- D. Accessibility Training - Sabrina's Training - 8-10 enrolled initially and 3 people completed the badge during the Winter Session 5-day challenge.

3. ADA / Access Issues

- A. Video Relay Services – Sorenson (December 2022 install-LI 114, LI 107, LI 119) - notified Student Services already, Jane will notify security about 24 hour access.
- B. ADA Complaint online form– Web Accessibility/ADA Link; ADA/504 Coordinator – Jane
- C. Final Regulatory Text: Amending Title 5 to include DEIA in Evaluation & Tenure – Jane (see recording)

4. Universal Design / UDL

- A. Universal Design – GOTT D: Universal Design for Online Teaching – 10 Day Challenge – Jane
 - 1. *PopeTech & WebAIM Accessible Document training resources will be included in course*
- B. Online Teaching Accessibility Certificate
- C. Captioning – need funding available (Closed Captioning cannot be paid with DHH funds)

5. Information and Communications Technology Accessibility & Acceptable Use Policies

- A. Accessible Online Materials Board & Administrative Policies (BP 3725/AP 3725)
- B. Pally Software – Canvas Course Scans - Peter

6. Accessibility Plan

- A. Institutional ICT Accessibility Guidance Checklist in Canvas Collaboration– Jane
- B. Steps You Can Take Now to Address Accessibility at Your Institution - Article

7. Closing Items

Goals for this Semester:

- ADA/508 Maxient Form
- Accessibility Plan - See [Vision Resource Center](#) - Accessibility section (Auditing - Do you have an accessibility plan and procedures?)
- Captioning Needs (In addition to the DECT Grant)

Goals for next Semester:

- Accessibility Plan - See [Accessibility Capability Maturity Model \(ACMM\)](#) website.
- Question from Sabrina (LTI)
- Yuja's Panorama (<https://www.yuja.com/panorama/>)
- [Dear Colleague Letter](#) (DOJ) (OCR)

Spring 2023 Proposed Meetings: 4th or Last Wednesday of Month (3:00 - 4:00pm)

- April 26, 2023 - cancelled, May 24, 2023 (Finals Week)

Compliance Sheriff

Entire web site is rated at 14

Scan	Base URL	Last Finished	Pages	Status	Health
http://gavilan.edu/ - Section 508	http://gavilan.edu	4/24/2017 11:20:51 AM	1	Completed	82%
www.gavilan.edu	http://www.gavilan.edu	3/30/2017 1:59:31 PM	228	Completed	14%

Home page:

 Home / Dashboard	
Dashboard 	
http://gavilan.edu/ - Section 508	
Result Occurrences	
Priority 1 Failures	217
Total Failures	219
Warnings	2
Visual Checks Remaining	24
Passes	514
Not Applicables	28
Trend	

Top 10 issues on homepage

	Result	Page Count
	INPUT element uses an empty linked LABEL element.	1
	Content specifies foreground (text) color but does not specify background color	1
	Duplicate ID's found.	1
	INPUT element contains placeholder attribute.	1
	Elements displayed with absolute positioning may be out of logical DOM order	1
	Verify purpose of timeout. Usability test to ensure that user can complete activity without time limit	1
	Verify if text only version is necessary for page	1
	Page uses an external style sheet. Verify that the page can be read without it.	1
	Page references an external style-sheet. Visual check required.	1
	Verify that script is invocable or have textual representation	1

Compliance Sheriff Report

http://gavilan.edu/ - Section 508

i 82% http://gavilan.edu/ - Section 508 Scan completed 5/3/2017

Checkpoint group - - all -

Scan Statistics

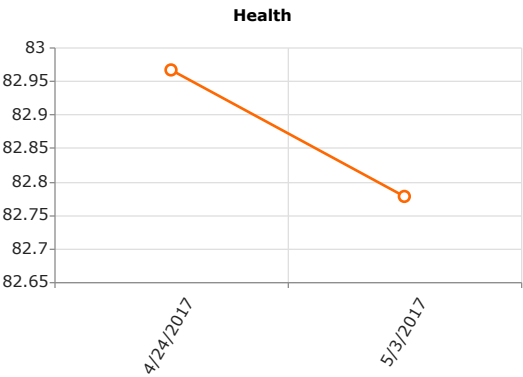
Scan Information

Page	1
Scan duration	15 seconds
Average time per page	15 seconds
Total scan size	191.12 KB
Total Checkpoints tested	46

Result Occurrences

Priority 1 Failures	2
Total Failures	3
Warnings	1
Visual Checks Remaining	8
Passes	8
Not Applicables	28

Trend



0% Compared to Last Run 4/24/2017

Top 10 Checkpoints			Top 10 Issues	
Number	Description			Result
n.5	Ensure that all LABEL 'FOR' attributes match another control.			INPUT element uses an empty linked LABEL element.
n.2	All INPUT elements are required to contain the ALT or TITLE attribute, or use a LABEL			Content specifies foreground (text) color but does not specify bac
d.2	Ensure Color and background color may be specified at any level in the cascade of pr			Duplicate ID's found.
 INPUT element contains placeholder attribute.				
 Elements displayed with absolute positioning may be out of logic				
 Verify purpose of timeout. Usability test to ensure that user can c				
 Verify if text only version is necessary for page				
 Page uses an external style sheet. Verify that the page can be re				
 Page references an external style-sheet. Visual check required.				
 Verify that script is invocable or have textual representation				
Top 10 Recent Checkpoints Changed via Results Revision			Top 10 Pages	
	Number	Description	Notes	Description
There are no records to display				http://www.gavilan.edu/

1 Checkpoint, Page, Result, Message
2 Section508 a.1,<http://www.gavilan.edu/student/index.php>, Fail, Non-decorative IMG element
contains empty ALT attribute.
3 Section508 a.1,<http://www.gavilan.edu/staff/index.php>, Fail, Non-decorative IMG element
contains empty ALT attribute.
4 Section508 a.1,<http://www.gavilan.edu/about/community.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.
5 Section508 a.1,<http://www.gavilan.edu/sports/index.html>, Fail, Non-decorative IMG element
contains empty ALT attribute.
6 Section508 a.1,<http://www.gavilan.edu/student/online/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.
7 Section508 a.1,<http://www.gavilan.edu/student/prospective.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.
8 Section508 a.1,<http://www.gavilan.edu/events/calendar.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.
9 Section508 a.1,<http://www.gavilan.edu/old/calendar/>, Fail, Non-decorative IMG element
contains empty ALT attribute.
10 Section508 a.1,<http://www.gavilan.edu/academic/index.php>, Fail, Non-decorative IMG element
contains empty ALT attribute.
11 Section508 a.1,<http://www.gavilan.edu/admit/schedule/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.
12 Section508
a.1,http://www.gavilan.edu/admit/schedule/calendars/semester_calendar_16.php, Fail, Non-dec
orative IMG element contains empty ALT attribute.
13 Section508 a.1,<http://www.gavilan.edu/catalog/index.php>, Fail, Non-decorative IMG element
contains empty ALT attribute.
14 Section508 a.1,<http://www.gavilan.edu/staff/dir.php>, Fail, Non-decorative IMG element
contains empty ALT attribute.
15 Section508 a.1,<http://www.gavilan.edu/ce/index.php>, Fail, Non-decorative IMG element
contains empty ALT attribute.
16 Section508 a.1,<http://www.gavilan.edu/noncredit/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.
17 Section508
a.1,http://www.gavilan.edu/student/service_learning/index.php, Fail, Non-decorative IMG
element contains empty ALT attribute.
18 Section508 a.1,http://www.gavilan.edu/student/service_learning/index.php, Fail, IMG
element contains no ALT attribute.
19 Section508 a.1,<http://www.gavilan.edu/academic/ah/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.
20 Section508 a.1,<http://www.gavilan.edu/academic/child/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.
21 Section508 a.1,<http://www.gavilan.edu/academic/aviation/index.php>, Fail, Non-decorative
IMG element contains empty ALT attribute.
22 Section508 a.1,<http://www.gavilan.edu/academic/comm/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.
23 Section508 a.1,<http://www.gavilan.edu/academic/csis/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.
24 Section508 a.1,<http://www.gavilan.edu/academic/cosmo/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.
25 Section508
a.1,<http://www.gavilan.edu/academic/digitalmedia/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.
26 Section508 a.1,<http://www.gavilan.edu/academic/esl/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.
27 Section508 a.1,<http://www.gavilan.edu/academic/music/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.
28 Section508 a.1,<http://www.gavilan.edu/academic/spanish/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.
29 Section508 a.1,<http://www.gavilan.edu/admit/index.php>, Fail, Non-decorative IMG element
contains empty ALT attribute.
30 Section508 a.1,<http://www.gavilan.edu/admit/apply.php>, Fail, Non-decorative IMG element
contains empty ALT attribute.
31 Section508 a.1,<http://www.gavilan.edu/admit/assessment/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.
32 Section508 a.1,<http://www.gavilan.edu/admit/international.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.

33 Section508 a.1,<http://www.gavilan.edu/counseling/kickstart.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.

34 Section508 a.1,<http://www.gavilan.edu/student/veterans/veterans.php>, Fail, Non-decorative
IMG element contains empty ALT attribute.

35 Section508 a.1,<http://www.gavilan.edu/admit/high-school.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.

36 Section508
a.1,http://www.gavilan.edu/student/public_safety/parking.php, Fail, Non-decorative IMG
element contains empty ALT attribute.

37 Section508 a.1,<http://www.gavilan.edu/admit/forms.php>, Fail, Non-decorative IMG element
contains empty ALT attribute.

38 Section508 a.1,<http://www.gavilan.edu/admit/fees.php>, Fail, Non-decorative IMG element
contains empty ALT attribute.

39 Section508 a.1,<http://www.gavilan.edu/finaid/index.php>, Fail, Non-decorative IMG element
contains empty ALT attribute.

40 Section508 a.1,<http://www.gavilan.edu/admit/transcripts.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.

41 Section508 a.1,<http://www.gavilan.edu/finaid/apply-calgrants.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.

42 Section508 a.1,<http://www.gavilan.edu/finaid/dates.php>, Fail, Non-decorative IMG element
contains empty ALT attribute.

43 Section508 a.1,<http://www.gavilan.edu/finaid/forms.php>, Fail, Non-decorative IMG element
contains empty ALT attribute.

44 Section508 a.1,<http://www.gavilan.edu/finaid/budget.php>, Fail, Non-decorative IMG element
contains empty ALT attribute.

45 Section508 a.1,<http://www.gavilan.edu/finaid/faq.php>, Fail, Non-decorative IMG element
contains empty ALT attribute.

46 Section508 a.1,<http://www.gavilan.edu/finaid/consumer-info.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.

47 Section508 a.1,<http://www.gavilan.edu/finaid/veterans.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.

48 Section508 a.1,<http://www.gavilan.edu/finaid/apply-scholarships.php>, Fail, Non-decorative
IMG element contains empty ALT attribute.

49 Section508 a.1,<http://www.gavilan.edu/finaid/staff.php>, Fail, Non-decorative IMG element
contains empty ALT attribute.

50 Section508 a.1,<http://www.gavilan.edu/counseling/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.

51 Section508 a.1,<http://www.gavilan.edu/student/ctc/index.php>, Fail, IMG element contains no
ALT attribute.

52 Section508 a.1,<http://www.gavilan.edu/student/tutoring/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.

53 Section508
a.1,http://www.gavilan.edu/student/welcome_center/index.php, Fail, Non-decorative IMG
element contains empty ALT attribute.

54 Section508
a.1,<http://www.gavilan.edu/counseling/basicskills/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.

55 Section508
a.1,<http://www.gavilan.edu/student/eops/calworks/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.

56 Section508 a.1,<http://www.gavilan.edu/student/drc/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.

57 Section508
a.1,<http://www.gavilan.edu/student/eops/dreamers-ab540-daca/index.php>, Fail, Non-decorative
IMG element contains empty ALT attribute.

58 Section508 a.1,<http://www.gavilan.edu/student/eops/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.

59 Section508
a.1,http://www.gavilan.edu/student/eops/foster_youth/index.php, Fail, Non-decorative IMG
element contains empty ALT attribute.

60 Section508 a.1,<http://www.gavilan.edu/student/mesa/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.

61 Section508 a.1,<http://www.gavilan.edu/student/trio/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.

62 Section508 a.1,<http://www.gavilan.edu/student/veterans/index.php>, Fail, Non-decorative IMG
element contains empty ALT attribute.