## Arapahoe Community College – Digital Accessibility Progress Report (HB 21-1110) Reporting Period: 2016-2017

**Introduction**

ACC has been working toward making our digital materials accessible for all since 2014. The College began reporting progress annually.

This report outlines progress made by Arapahoe Community College (ACC) towards achieving digital accessibility compliance with Colorado House Bill 21-1110 (HB 21-1110).

**Compliance Standards**

This report details ACC’s efforts towards compliance with the Web Content Accessibility Guidelines (WCAG) 2.2 at Level AA, as outlined by the Governor’s Office of Information Technology in HB 21-1110.

**Activities - Video Captioning**

291 videos were captioned over the course of the Fall 2016, Spring 2017 and Summer 2017 semesters

Total captioning needed for Fall 2017 will be 189 videos with an expected need for 544 hours.

**Remediated Documents for 2016-2017**

* AHBT - 1
* HMS - 11
* LCBSS - 127
* CWP – 3
* HR – 5
* Other – 10

**eLearning Accessibility Projects**

* Weekly accessibility course training, workshops and webinars for employees
* ECE accessibility and HTML course design conversion – in progress 70% complete
* D2L Accessibility Self-Paced Course available for employees

**Human Resources Projects**

* ePAF accessible and electronic
* Job description template for non-state classified positions has been made accessible
* Career Portal accessible
* New Hires are advised through Red Carpet of required Accessibility training through eLearning

**IT Projects**

* Analyze faculty software requests for accessibility and notify faculty when there are potential concerns with the accessibility of an application.
* Analyze applications requested by faculty and staff for accessibility components. If components are missing and not available for that product, IT will notify the requesting party and suggest they look for an alternate product or be prepared to provide the content in multiple modalities. Review and assess multimedia accessibility.
* Provide support for other departments listed within this document to the extent that software installation assistance and configuration is needed on College-owned equipment.
* IT has now been added to the Perkins review committee and will review software-related requests and make recommendations as is appropriate.

**Library Projects**

* 3D printer available for ACC community
* Streaming videos closed captioned
* Samsung and GoPro cameras are available to record lectures
* Braille globe with tactile overlay
* Three accessible desktop computers with zoom text, Kurzweil, SnapRead and JAWS and two laptops with Kurzweil
* LiveScribe pens available for lecture recording and note-taking
* Increased access to ebooks and electronic articles with built-in audio readers
* iPads with accessibility features

**Student Access Services**

* Hired an Assistive Technology Specialist - Summer 2017
* Kurzweil Updates – Spring 2017
* Implemented Kurzweil in all 3 campus testing centers
* Trained 66 New students to use Kurzweil
* Formed a team to generate accessible textbooks- Spring 2017
* Implemented textbook request and processing tracking system
* Processed 71 textbook requests – Fall 2017
* Provided 180 Accessible textbooks – Fall 2017
* Purchased 40 additional Smartpens for Note Taking – Spring 2017
* Trained 50+ new students to use the Smartpens
* Implementing speech-to-text Software on all 3 campuses – In Progress
* Dragon Naturally Speaking – 20 licenses
* Updated Assistive Listening Devices for students who are hard of hearing
* Purchased 2 refreshable braille displays to assist students who are blind
* HR collaboration: Passport Professional Development

**Student Affairs**

* Launch of Navigate student success software; extensive review and identification of accessibility concerns conducted by eLearning staff shared with CCCS-IT
* Developmental Education pathway materials converted to accessible formats; published to the web and linked from other sources (e.g. catalog)
* Assistive Technology Specialist hired in Student Access Services; this position exists in part to support students with training and assisting faculty with making their assignments accessible via various technology tools

**ACC Website**

* Continuing to update web content for accessibility
* Implemented a policy to ensure no new document goes onto ACC website unless it is accessible - current
* Captioned all ACC website videos
* Moved most (about 95%) forms on website to Formstack
* Using SiteImprove to fix accessibility issues on website
* Redesigning website – vendor has to sign contract agreeing to making arapahoe.edu WCAG 2.0 AA compliant

**Future Projects**

* Procurement process for new materials (software and course materials). We need to set a date/department of responsibility.
* Review and remediation of documents on web portals to ensure accessibility