



California
Community
Colleges

Accessibility Center

AT A GLANCE

ACCESSIBILITY TO INFORMATION TECHNOLOGY

Access to instructional materials and information and communication technology (ICT) is integral to fulfilling the mission of the California Community Colleges, higher education institutions designed to serve all members of our communities.

WHY IS IT IMPORTANT TO MAINTAIN ACCESSIBILITY?

- For students, staff, and community members with disabilities to be afforded full and equal enjoyment of college services
- Students with disabilities can face a variety of accessibility challenges making it difficult to interact with the college and complete their work, placing them at a higher risk for matriculation and completion failure
- To create opportunities by which current and prospective students can engage in academic pursuits, participate alongside their peers, and obtain the necessary skills for continuing their education or contributing to the workforce

INSTITUTIONAL IMPACT OF IGNORING ICT ACCESSIBILITY:

- Creates barriers and increases division within a campus community
- Exposes colleges and districts to potentially expensive, time-consuming, and reputation-damaging lawsuits and unwanted publicity
- Procurement solutions that ignore accessibility could lead to wasteful spending and redundant purchases

MAINTAINING ACCESSIBILITY HELPS MITIGATE RISKS TO COLLEGES AND DISTRICTS:

- Perform periodic accessibility reviews
- Use both manual and automated evaluation procedures
- Consider using a third-party audit

ACCESSIBILITY AT YOUR COLLEGE

What are the recognized accessibility standards for ICT? The California Community Colleges Chancellor's Office published the Information and Communication Technology and Instructional Materials Accessibility Standard as the recommended standard for California's community colleges. This Accessibility Standard incorporates the refreshed US Section 508 Standards and the WCAG 2.0, Level AA accessibility criteria and defines a solution for improving access for students and persons with disabilities. Colleges and districts are recommended to incorporate this Accessibility Standard when developing or purchasing ICT products.



ACCESSIBILITY BEST PRACTICES

ICT accessibility on most college campuses is associated with its personnel, policies, and processes.

PERSONNEL

Colleges should appoint an accessibility coordinator to work with faculty, staff, and administrators to avoid unintentionally creating an environment where potential access issues evolve into significant access barriers.

POLICIES

Colleges without the appropriate board policies and administrative procedures that identify minimum accessibility standards are at greater risk for being out of compliance and creating access barriers to campus ICT solutions for students with disabilities.

PROCESSES

Colleges without procurement and grievance processes specific to ICT accessibility potentially deny access to students and other members of the greater campus community with disabilities, and open the college to litigation. In addition, accessibility should be a core component when evaluating ICT products during procurement processes.

ACCESSIBILITY CENTER RESOURCES

The Accessibility Center provides the following best practices for free to help ensure that your college serves your community's needs while mitigating your college's liability:

- Example board policies and administrative procedures
- Grievance processes
- Procurement processes
- Guidelines to meet established accessibility standards

The Accessibility Center also provides the following free or low-cost services:

- Training for faculty, staff, and administrators
- Third-party audits of policies, procedures, and products
- Compliance consultation

Please visit [CCCACCESSIBILITY.ORG](https://cccaccessibility.org) to request an accessibility review and find out more information.

