

## Tentative Timeline (3rd draft)

### Accessibility Compliance of Electronic Content in Fully Online and Hybrid Courses

Spring 2012	<ul style="list-style-type: none"> <li>• All faculty informed that, under Federal law and state requirements, all required course content that is provided to students electronically <b>MUST</b> be accessible for students with disabilities (see <u><a href="#">Distance Education: Accessibility Guidelines for Students with Disabilities</a></u> from the Chancellor’s Office California Community Colleges)</li> <li>• <i>Minimum</i> Level of Accessibility             <ul style="list-style-type: none"> <li>○ video captioning</li> <li>○ audio transcripts</li> <li>○ alternative text for images (webpages, Word, PDF, PPT)</li> <li>○ heading levels for documents (webpages, Word, PDF)</li> </ul> </li> </ul>	Awareness
Summer 2012	<ul style="list-style-type: none"> <li>• “Accessibility Bootcamp” scheduled for September             <ul style="list-style-type: none"> <li>○ Hands-on workshop for faculty to learn how to make their course content accessible (2.5 hours)</li> </ul> </li> </ul>	Training
Fall 2012	<ul style="list-style-type: none"> <li>• <b>All online faculty</b> asked to phase out any requirements for students to view videos that are not captioned and any audio content that does not have a transcript</li> <li>• Faculty in the <b>Language Arts Division</b> with <b>existing</b> online courses asked to make their required online course content accessible by the end of the quarter</li> <li>• All <b>new</b> fully online courses taught for the <b>first time</b> <b>MUST</b> be accessible</li> </ul>	Implementation
Winter 2013	<ul style="list-style-type: none"> <li>• Faculty for online courses scheduled in Winter Quarter asked to only require students to use videos that are captioned and audio with transcripts</li> <li>• Faculty in the <b>Business and Social Sciences Division</b> with <b>existing</b> online courses asked to make their required online course content accessible by the end of the quarter</li> <li>• All <b>new</b> fully online courses taught for the <b>first time</b> <b>MUST</b> be accessible</li> </ul>	Implementation
Spring 2013	<ul style="list-style-type: none"> <li>• Faculty for online courses scheduled in Spring Quarter asked to only require students to use videos that are captioned and audio with transcripts</li> <li>• Faculty in the <b>Fine Arts and Communication Division</b> with <b>existing</b> online courses asked to make their required online course content accessible by the end of the quarter</li> <li>• All <b>new</b> fully online courses taught for the <b>first time</b> <b>MUST</b> be accessible</li> </ul>	Implementation
Summer 2013	<ul style="list-style-type: none"> <li>• Faculty for online courses scheduled in Summer Session asked to only require students to use videos that are captioned and audio with transcripts</li> </ul>	Implementation

	<ul style="list-style-type: none"> <li>Faculty in the <b>Biological and Health Sciences Division</b> with <b>existing</b> online courses asked to make their required online course content accessible by the end of the quarter</li> <li>All <b>new</b> fully online courses taught for the <b>first time</b> MUST be accessible</li> </ul>	
<b>Fall 2013</b>	<ul style="list-style-type: none"> <li>Faculty for online courses scheduled in Fall Quarter MUST only require students to use videos that are captioned and audio with transcripts</li> <li>Faculty in the <b>Physical Sciences, Mathematics, and Engineering Division</b> with <b>existing</b> online courses asked to make their required online course content accessible by the end of the quarter</li> <li>All <b>new</b> fully online courses taught for the <b>first time</b> MUST be accessible</li> </ul>	<b>Compliance: Video and Audio</b>
Winter 2014	<ul style="list-style-type: none"> <li>Faculty for online courses scheduled in Winter Quarter MUST only require students to use videos that are captioned and audio with transcripts</li> <li>Faculty in the <b>Kinesiology &amp; Human Performance Division</b> with <b>existing</b> online courses asked to make their required online course content accessible by the end of the quarter</li> <li>All <b>new</b> fully online courses taught for the <b>first time</b> MUST be accessible</li> </ul>	Implementation
Spring 2014	<ul style="list-style-type: none"> <li>Faculty for online courses scheduled in Spring Quarter MUST only require students to use videos that are captioned and audio with transcripts</li> <li>Faculty in the <b>Counseling Division and Adaptive Learning Division</b> with <b>existing</b> online courses asked to make their required online course content accessible by the end of the quarter</li> <li>All <b>new</b> fully online courses taught for the <b>first time</b> MUST be accessible</li> <li>All faculty asked to <b>verify</b> that their online course content is accessible</li> </ul>	Implementation and Verification
Summer 2014	<ul style="list-style-type: none"> <li>“Accessibility Bootcamp” scheduled <ul style="list-style-type: none"> <li>Hands-on workshop for faculty to learn how to make their course content accessible (2.5 hours)</li> </ul> </li> <li>All <b>new</b> fully online courses taught for the <b>first time</b> MUST be accessible</li> </ul>	Implementation
Fall 2014	<ul style="list-style-type: none"> <li><b>Only online courses with accessible content will be scheduled</b> (<i>Minimum</i> Level of Accessibility)</li> </ul>	Compliance: All required electronic course content