Public Community College
Web Accessibility Evaluation 2006

Policies, Training, Vendors

Institution	Policies	Training & Support	Vendors
Black Hawk	Will expand web tool assessment process and responsive planning	Will subscribe to Accessible Content Magazine and provide training and resources to BHC Web design staff.	
Wilbur Wright		Training will be provided for the webmaster.	
Chicago			
Danville	Instructors are routinely notified about student web accessibility needs via a Disability Certification Letter from the Student Support Services office	Training about web accessibility concerns is a regular part of the fall and spring in-service meetings for full- and part-time faculty and staff. Any remaining unresolved issues are handled through the Student Support Services office with staff acting as advocates/ troubleshooters to eliminate barriers to student success. Since most courses now have at least some web-based supplemental course material, this is an ever-present concern.	
DuPage	Develop accessibility policy		
Elgin	Will apply W3C guidelines for all new development and revisions	Training in best practices will be provided.	
Harper	Task Force on Electronic Accessibility	Collaborate with other colleges and offer onsite training.	
Heartland	By Fall 2006, the Web team will create a draft of the accessibility policies for the Web Portal Steering Committee to review. During Fall 2006, the team plans to introduce accessibility to the Technology Division and the Instructional Development Center.	In Spring 2007, the Web team will work to create training material, including a FrontPage "how to" checklist of accessibility, for use in an alternative delivery format, like WebCT.	
Highland	Action Plan #8 Develop a College policy on web accessibility. January 30, 2007 . Action Plan #13 Inform all faculty and staff of ADA policies and implications for web accessibility. Completed by September 30, 2007	Action Plan #11 As necessary conduct web accessibility training for staff developing or maintaining web sites. Completed by September 2007.	
Illinois Central	Evaluate the need for policies related to accessibility	Train Faculty/Staff Members. Participation in Illinois Functional Web Accessibility Consortium. Update content management system for Faculty to update many of their web resources.	
Illinois Eastern	Issues related to ADA accessibility will be addressed to the IECC Webmaster for review and action, if needed. These will be addressed and communicated to the Perkins and Marketing committee.	-----	

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Illinois Valley	Review, recommend, adopt, and communicate changes to WSGAP policy. The monitoring and revising of policy will be ongoing.	Design Components Training will happen in 2006 and 2007. Will communicate (train) employees results of initial assessment. Offer accessibility workshop to faculty to emphasize impact of poor design from students' perspective. Develop a plan to recognize departments and faculty meeting accessibility standards. Track departments and faculty meeting accessibility standards. Will train departmental web authors on new software.	
Joliet	Some accessibility issues are included within the current Web Grammar Style Guide which is in the process of getting Cabinet approval. These include adding tags to all PDF documents provided on Web site as well as adding alternative text (alt) tags to all web images.	A training program based on best practices will be developed to teach proper accessibility skills to all web design interns and web content managers who do work on web page content Spring 2007if not before. The Web Grammar/Style Guide and any subsequent updates to it will be given to all faculty, staff and students at the college who do work on web page content Fall 2006. Improve accessibility training for those primarily responsible for maintaining and developing the college's Web site by attending relevant seminar's and classes not currently offered at the college. A list of these seminars could be researched and created by the Accessibility Committee and a list of potential attendees developed- Ongoing.	

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Kankakee	The web coordinator will ensure compliance with web standards included in 508 before pages are posted. Content authors will then work with the web coordinator to make sure that their edits conform to site policies. During this period of consideration, the web coordinator and others in the web development group will create and implement a collegewide initiative to set up a better practices policy. When it comes to users producing content and placing content up on the website using Microsoft office technologies. This instructional group will provide techniques on the proper use of headers, images, alt text, charts, data tables, columns, section breaks, special characters, and lists in documents whether for the web site or for in other forms of new media.	To ensure the above is met, joint efforts among the college's web coordinator, director of instructional technology and alternative delivery, and the coordinator of instructional development and training will lead to the development of a workshop series. First, individuals will be exposed to information about section 508. The second session would involve training on how to develop content that is 508 compliant in the CMS. Training materials will be developed during the summer/fall 2006 terms and will be piloted during the latter half of the fall 2006 semester. Institutional wide training would be available in spring 2007. These sessions would be scheduled on a regular basis to address the needs of current staff, but to ensure that all new employees with web responsibilities would be brought into the fold.	
Kaskaskia		The WebCT/Instructional Design coordinator will prepare and train all faculty or staff using the web for instructional purposes on the best practice format guidelines for conversion of their courses for individual students needing specific online course accessibility as necessary. Time frame: Informational guidelines and plans in place for conversion of online courses for web accessibility prepared for August 2006.	
Kishwaukee	The College will develop templates for faculty, staff, department, and division web sites that will be required to be used. New software prior to purchase will be evaluated with web evaluation tools as to accessibility and when multiple vendors have similar products, the most accessible software will be selected.	Faculty & staff training on use of templates in developing or updating web pages and designing accessible web sites from the start using CITA Best Practices/principles of universal design will be conducted by Coordinator. Of Web & Print Publications and/or the Coordinator. of Online Courses.	

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Lake County	College of Lake County officials will review accessibility when choosing new products.	During the Spring 2006 semester college officials were working to further inform content contributors and others creating web pages for public or internal use of the importance of accessibility and how to make their web content/pages accessible. Our Teaching and Learning Center offers courses on web accessibility and how to accomplish it.. The Teaching and Learning Center at the College of Lake County currently offers Dreamweaver workshops for instructors interested in learning to properly create new accessible web content. The Teaching and Learning Center has also begun offering workshops in retrofitting old online course material that may not be assessable as it needs to be and the staff also works with faculty one-on-one to revise web content as needed.	
Lake Land	Within one year we plan to have converted the entire website into CSS layout following priority 1 through priority 3 guidelines. Any new pages added to the Lake Land College website now meet priority 1 - 3 guidelines. We have developed 5 standards-based templates for layout of all new Lake Land College institutional web pages that are fully compliant.	During FY07, we plan to provide training to faculty and staff to assure web content generated by members outside of the web department provides accessibility. In addition we will provide page templates and style sheets that comply with accessibility goals previously outlined and develop and propose a system to ensure that web pages developed by faculty and staff comply with accessibility guidelines Assure the expansion of abbreviations or acronyms on first occurrence in the each document. Assure logical tab order through links, form controls and groups of form controlsFor adjacent include non-link printable characters between adjacent; we will accomplish this using lists and formatting lists in external CSS fileAssure distinguishing information is at the beginning of headings, paragraphs, lists, etc.Provide summaries for data tablesInclude default place-holding characters in edit boxes and text areas.	

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Lewis & Clark	College has created a Web Accessibility Committee to evaluate and advise web technical staff on improvements to the College website. As part of this responsibility, the technical staff will install the LIFT Text Transcoder product to produce a reader-compatible text only version of the college web site.	Technical staff that support web applications have also received recent, state training in the use of technology to support users with disabilities. The technical staff will monitor current and emerging technology that will enhance the website. The technical staff will work closely with the Web Accessibility Committee, which will advise and approve actions for web development. Web Coordinator completed an on-line course through University of Illinois at Urbana-Champaign in late 2005. This course led by Dr. Jon Gunderson, the Director of IT Accessibility Services for the University. Web Coordinator also participated in an online Webcast workshop from Harper College. The IT Accessibility Workshop for Higher Education was broadcast on December 8, 2005 10am to 4:30pm. This workshop presented some of the most important information from the REHAB 711 class, but also provided the opportunity for group discussion of common problems and interests:· accessibility problems encountered· identify what needs to be done to improve accessibility· library web resources; electronic library resources, accessibility problems encountered	LIFT Text Transcoder
Lincoln Land	Long term maintenance of Web Accessibility will become a function of normal operations under the supervision of the web administrator.	The Center for Excellence in Teaching and Learning coordinates the college's online learning efforts and develops strategies for enhancing the faculty teaching through workshops and other activities. A detailed three phase plan for integrating web based accessibility into LLCC land-based and on-line teaching was created.	Premier Assistive Technology, Inc. Joliet, IL.
Logan	The Webmaster will conduct a biannual audit of webpages for accessibility, and new pages will be also be examined for accessibility.	The webmaster and appropriate staff wil continue to receive accessibility training. An accessibility consultant has also been working with web staff. Faculty and staff will also be offered an accessibility workshop each spring and fall semester	
McHenry	As an institution, McHenry County College will develop a Web Accessibility policy for all publicly accessible web pages during calendar 2006. Web pages updated by the Continuing Education (CE) team (current course offering pages) are updated through a template designed by technical staff and the Office of Marketing and Public Relations (OMPR). The staff input data only; formatting comes from predefined templates.	The Professional Development Department is responsible for all of the web pages available at the www.insidemcc.mchenry.edu site and faculty web pages on the www.mchenry.edu site. Professional Development is also responsible for training faculty for online course delivery through course management systems. Members of the Professional Development Department have attended web-based seminars about web accessibility sponsored by ICCB and coordinated a special workshop facilitated by a web accessibility specialist in Spring 2006.	

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Moraine Valley	A committee was assembled in May of 2005 to recommend a content management system (CMS) to be implemented across the Moraine Valley Web sites. Content management systems are developed in compliance with accessibility guidelines. Implementing a CMS system will help the Web site remain in compliance with the guidelines. The committee continues this process to date.	.	
Morton	Morton College will develop internal policies and procedures to create accessible web pages based on the Illinois Web Accessibility Standards. A first draft of this step will be completed by December 2006.	A schedule to assess the effectiveness of Morton College's web site accessibility will be created by December 2006. It will include an assessment timetable for different website sections. It will be developed to meet the ICCB Web Accessibility Report deadline of May 1, 2007.	
Oakton	Most review and correction activity has come from the IT area just prior to upload of web materials (other than IT, virtually no one around the college has direct access to the main web server so all uploads go through IT). When problems are identified with new web pages and sub-sites, IT works with the designer to correct them	Personnel in leadership positions for web design, such as IT specialists and the web master, will continue to attend training appropriate to supporting Oakton s accessibility initiatives. Workshops on web design currently are offered as individual sessions (Intro to DreamWeaver, et al) and as components of multi-session seminars (Bytes of Technology). Oakton will work toward a greater emphasis on accessibility issues. Accessibility issues will be addressed more thoroughly during existing offerings and/or covered during dedicated workshops to be developed. Support materials will be identified and/or developed. Such materials will be promoted appropriately.
Oakton will seek to maximize the accessibility of its online, web-based courses. Opportunities for greater understanding of this issue have begun to be identified in the form of webinars for faculty designers and both faculty and instructional designers will be encouraged to gain a greater understanding of the processes. The merger of WebCT and Blackboard will be of ongoing conce	
Parkland	Only a very few people will add content to the online learning website in the future, so continued compliance for these pages should be easier to maintain.	Needed training will be supplied to individuals responsible for website components.	

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Prairie State	Actions to ensure that Illinois Web Accessibility Standards are met will begin immediately and be ongoing. Evaluations of the PSC Web site will then be done once per academic year to ensure continued Web accessibility for disabled students.	Consult with the Director of Disability Services & Testing in order to test the PSC Web site using the assistive technology used by those with disabilities. The site will then be reviewed by those with disabilities, in conjunction with the Director of Disability Services & Testing, to get feedback. Contact information will be provided on the contact page so that (a) alternatives to electronic versions of documents may be provided to those with disabilities and (b) those with disabilities can easily report problems with any PSC Web page.	
Rend Lake	While there is room for improvement over Section 508 standards, we will begin phasing in policies and procedures to ensure that the accessibility of Rend Lake College websites meet and exceed the highest of web accessibility standards. Going forward, policies will mandate that Rend Lake website development meet higher standards including, but not limited to, the Illinois Web Accessibility Standards (IWAS), W3C Web Content Accessibility Guidelines, or other appropriate standards.	Initially we will conduct a poll to get user feedback on what the most inaccessible portions of the site are. With these results, changes will be made accordingly to fit user needs. This would make accessibility changes more easily identifiable and quicker to implement. Rend Lake will offer alternative means for assistance. In addition to the email link that is already present on the site, a frequently asked question section will be added to add additional help tools for users.	
Richland	Richland will adopt a resolution or policy stating Richland's commitment to accessibility.	Continue the education of staff to remain current on accessibility issues.	
Rock Valley	Only a very few people will add content to the online learning website in the future, so continued compliance for these pages should be easier to maintain.	In addition to holding regular training update sessions with the authors, which can be used to train them about using techniques that can add to the accessibility of their pages, the approval process allows marketing to edit pages before final approval to make sure they comply with Web accessibility standards.	
Sandburg			

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Sauk Valley		Training of faculty and staff on the IWAS and W3C standard and how to create compliant web content (ongoing with annual progress reports). Additionally, there will be staff attendance at train the trainer seminars on web accessibility (ongoing).	
Shawnee		To insure that these changes and/or other adaptive resources are maintained and remain current to the latest technology, an adaptive technologies domain has been added to the Continuous Quality Improvement initiative for the MIS Department. This will allow MIS to continue monitoring the college's compliance with accessibility. It will also allow the college to generate an annual report on web accessibility as part of the Underrepresented Report.	
South Suburban	The team webmaster approach provides checks and balances between the styling and the functionality of the college's web pages.	South Suburban College will research establishing training in the development and design of accessible web pages for our faculty and staff.	LIFT technology
Southeastern	A site upgrade with the vendor is nearing completion and will provide an improved, more user-friendly navigation system as well as an integrated wysiwyg (what you see is what you get) editor for the CMS.	Progress toward these objectives will be incremental. Primary development of the college's website is out-sourced and template related items must be addressed through the vendor, while individual content managers must be retrained to incorporate accessibility awareness and skills.	
Southwestern	As a means of ensuring compliance with the college web accessibility policy the college's Security/Web Manager has been assigned the task of coordinating the college's Web accessibility efforts providing a single point of contact for any issues that may arise in this area.	The Security/Web Manager will also work with the college's Special Services Center, which provides help and services to those with disabilities, to obtain insights and suggestions on how to improve accessibility	
Spoon River	A web accessibility committee has been created to monitor and address issues of web accessibility at Spoon River College.	The College has obtained the Illinois Accessible Web Publishing Wizard for Microsoft Office, and plans to utilize this program to assist faculty and staff in making documents more accessible. The Instructional Design Specialist will work closely with faculty to ensure that material for online classes, in particular, are accessible.	

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Triton	The Marketing, Human Resources and Technology plans should have web accessibility issues incorporated into their next revisions.	Faculty developing web-based course content will need to attend training on accessibility standards so they can build these into future course material. The Professional Development Center can provide this training. The Professional Development Center can also provide assistance with accessibility awareness training.	
Waubonsee		The increased use of web technology over the past decade has provided significant online access to college related information and services. Waubonsee is aware of web accessibility issues and will continue to be a leader in this area. Training sessions will be a part of the process.	
Wood	The college's web committee will be creating a set of guidelines and procedures to ensure that all of the college's web programmers (i.e., those faculty and staff providing web pages for their respective offices and departments) know the standards, their importance, and how to implement the standards	As the college continues to implement the standards and provide training, web programmers will be required to meet the Priority 2 and 3 standards.	