



Policy on Multimedia Accessibility at the University of Illinois, Urbana-Champaign

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Introduction and Purpose

The University of Illinois has a longstanding commitment to ensuring that people with disabilities are afforded equal access to its programs, services, and resources, including materials using multimedia and related technologies. In addition, as a public university, Illinois is committed to meeting its obligations under the Illinois Information Technology Accessibility Act (Public Act 095-0307)¹, as well as applicable national statutes.

The purpose of this policy is to ensure compliance with the Illinois Information Technology Accessibility Act (IITAA). It assigns responsibility for the maintenance of this policy and creation of the standards and procedures necessary for compliance with IITAA.

Scope

This policy applies to media content provided by the University of Illinois at Urbana-Champaign. For some types of emerging media, technologies may not yet exist for creating fully accessible versions. The policy recognizes that there may be a lag between the introduction of new media and the time when it becomes possible to make it fully accessible.

Policy Statement

The University of Illinois relies on administrators, faculty and staff to provide equal access to all programs and activities for individuals with disabilities. The most effective means of providing equal access to media is through the use of products with open or closed-captioning or subtitles and descriptive audio. It is the responsibility of all units/departments, administrators, faculty and staff to utilize media products in adherence with IITAA.

- All multimedia material will adhere to this policy, all applicable copyright laws, and the associated standards referenced in this document.
- Copyrighted materials may not be modified to meet IITAA without the express written permission of the copyright holder.

New Media

- It is the responsibility of the unit/department, administrators, faculty, and staff to:
 - use accessible media in classrooms when a student with a disability is present or when the classroom-intended media may be repurposed;
 - purchase accessible media when available;

¹ <http://ilga.gov/legislation/publicacts/fulltext.asp?Name=095-0307>.



- produce media that is accessible when such media is intended for general distribution;
- use accessible media in public-facing situations when the possibility exists that a person with a disability may be present.

Existing Non-Accessible Media

- It is the responsibility of the unit/department, administrators, faculty, and staff to:
 - transition media materials into accessible products when requested by a person with a disability or when the media is to be used in public-facing situations in which a person with a disability may be present;
 - seek an alternative accessible media when it is not possible to make the original choice accessible;
 - make a determination if the media is essential to a course outline or may be deleted from a syllabus.

Enforcement

Individuals and units not complying with the multimedia accessibility policy will be reported to unit and/or department heads as well as the Office of Equal Opportunity and Access which is responsible for ensuring compliance with the policy.

Responsibilities

Students with Disabilities

It is the responsibility of the Disability Resources and Education Services (DRES) to:

- Determine reasonable accommodations, auxiliary aids, and services based upon documentation presented by the student.
- Assist campus units in securing or producing accessible multimedia content to effectively accommodate the communication needs of qualified students with disabilities
- Provide general informative materials regarding:
 - accessibility criteria for multimedia;
 - University procedures for creating or securing accessible multimedia for students;
 - requirements of the Americans with Disabilities Act, Section 504 and 508 of the Rehabilitation Act, and the IITAA.

Faculty/Staff with Disabilities

It is the responsibility of the Office of Equal Opportunity and Access (OEOA) to:

- Determine reasonable accommodations, auxiliary aids, and services based upon documentation presented by the employee.
- Provide general informative materials regarding:
 - accessibility criteria for multimedia;
 - University procedures for creating and securing accessible multimedia for employees
 - requirements of the Americans with Disabilities Act, Section 504 and 508 of the Rehabilitation Act, and the IITAA.
- Ensure equal access to multimedia content provided by the University intended for the general public.



Exemptions

Compliance with IITAA is a regulatory requirement and the University strongly supports the principles and goals of the IITAA. The University will allow for exemptions as outlined in IITAA. Units and individuals wishing to request an exemption should petition to the Office of Equal Opportunity and Access for a review of an exemption request.

Requesting an Exemption

Send request in writing via email to the Office of Equal Opportunity and Access at oeoa@illinois.edu. All requests must include the following:

- Subject line should say **Request for IITAA Exemption;**
- Request must clearly demonstrate compliance methods attempted;
- Request must clearly explain in detail why meeting IITAA creates undue burden;
- Request must include a plan for alternative methods for complying with IITAA.

When claiming an undue burden, the requester must document why, and to what extent, compliance with each provision creates an undue burden, considering all resources available to the requester, and must be prepared to provide individuals with disabilities with the information and data involved by an alternative means in a timely manner.²

² <http://www.dhs.state.il.us/IITAA/IITAAStandards.html#web>