

SAN JOSÉ STATE UNIVERSITY
ONE WASHINGTON SQUARE
SAN JOSÉ, CA 95192

S22-3, University Policy, Accessibility in Curricular
Materials

Rescinds: University Policy S08-3

Legislative History:

On February 28

assistance in locating available resources and tools that will meet campus-specific needs,” and

WHEREAS: Incorporation of accessibility is an ongoing process that requires faculty and staff time, resources, and training, and faculty need support in adapting course materials to meet accessibility standards;

WHEREAS: Departments through course coordinators and curriculum committees should ensure that all courses meet federal mandated accessibility standards;

WHEREAS: An implementation memo will be provided to all faculty by the Provost or designee; therefore, be it

RESOLVED: That S08-3 be rescinded effective immediately and the new policy described herein be approved; and, be it further

RESOLVED: The faculty, being responsible for distributing curricular materials (including but not limited to course textbooks, syllabi, handouts, electronic materials, learning management systems, etc.) for their classes, shall ensure—in concert with the university—the distribution of accessible versions of all curricular material; and, be it further

RESOLVED: Accessible materials shall be made available to all students regardless of disability status; and, be it further

RESOLVED: That the university shall ensure that faculty have access to the appropriate resources to convert or create accessible materials.

RESOLVED: That faculty shall ensure the conversion of any materials that are not accessible to an accessible format with the help provided from the Accessible Education Center, Affordable Learning Solutions, and eCAMPUS; and, be it further

RESOLVED: That if materials cannot be made accessible due to technology limitations then an equally effective alternative must be created or provided; and, be it further

RESOLVED: That those involved in course instruction (e.g. faculty, staff, GTAs, ISAs) shall be informed regularly of available resources for developing accessible course materials or equally effective alternative; and, be it further

RESOLVED: That those involved in course instruction (e.g. faculty, staff, GTAs, ISAs) shall undergo accessibility training appropriate to their duties on a regular basis as implemented by the Office of the Provost; and, be it further

RESOLVED: That the appropriate Vice President(s) shall conduct a baseline assessment to determine compliance with federally mandated accessibility requirements for
