



Technical Revisions to the University of Maryland Web Accessibility Policy (VI-1.00[E])

Table with 2 columns: Category (PRESENTED BY, REVIEW DATES, VOTING METHOD, RELEVANT POLICY/DOCUMENT, NECESSARY APPROVALS) and Value (Reka S. Montfort, Executive Secretary & Director; SEC – October 18, 2021 | SENATE – November 10, 2021; For information only; VI-1.00(E) – University of Maryland Web Accessibility Policy; N/A)

ISSUE

The University of Maryland Web Accessibility Policy was last updated in 2018, and was approved by the President on April 5, 2018 (Senate Document #17-18-22). In August 2021, a new ADA/504 Coordinator, Emily Singer Lucio, joined the University, and technical revisions were subsequently made to the University of Maryland Disability & Accessibility Policy and Procedures in order to update contact information for the ADA Coordinator within that Policy (Senate Document #21-22-09). In that process, the Office of Diversity and Inclusion noticed that similar references in the University of Maryland Web Accessibility Policy included an incorrect phone number and email address. In October 2021, the University Senate Office worked with the Office of the President to make the appropriate revisions to the Web Accessibility Policy (VI-1.00[E]). The revisions were reviewed and approved by the Senate leadership. The President reviewed the revisions as technical amendments and approved the revised Policies and Procedures on October 18, 2021.

RECOMMENDATION(S)

The technical revisions are provided for informational purposes.

COMMITTEE WORK

N/A

ALTERNATIVES

N/A

RISKS

N/A

FINANCIAL IMPLICATIONS

N/A



VI-1.00(E) UNIVERSITY OF MARYLAND WEB ACCESSIBILITY POLICY

(Approved by the President on an interim basis September 12, 2017; Amended and approved by the President on April 5, 2018; **Technical amendments October 18, 2021**)

I. **Policy**

The University of Maryland is committed to creating and maintaining a welcoming and inclusive educational and working environment for people of all abilities and to ensuring equal access to information and services for all its constituencies. Web-based information and services delivery are the primary means by which the campus community and its visitors communicate and conduct business.

This Policy sets minimum standards for the accessibility of all University Web-based information used to conduct University business and academic activities to ensure compliance with applicable state and federal regulations.

II. **Definitions**

“Web-based information” includes Web pages, Web content (hypertext, videos, documents, images, audio files, etc.), Web-based applications, online instructional content, services, and resources, including those developed by, maintained by, or offered through third-party vendors or open sources.

“University Business and Academic Activities” refers to those activities that students, faculty, staff and/or visitors must perform in order to effectively participate in a program, service, or activity offered by the University.

“Legacy Web-based information” is any Web-based information or service created, adopted, or modified before the establishment of this Policy.

“Web pages” includes both Web pages and websites used to conduct University Business and Academic Activities.

III. **Requirements**

A. All Web-based information newly adopted or redesigned by any University administrative, academic, or programmatic unit on or after the establishment of this Policy must be in compliance with the World Wide Web Consortium’s [Web Content Accessibility Guidelines \(WCAG\) Version 2.0 AA conformance level](#).

B. Each University administrative, academic, and programmatic unit must establish priorities and timetables for updating its Legacy Web-based information.

C. All University Web pages (newly designed, or legacy), must contain the words “Web Accessibility” in the footer or any visible location and link to a common

institutional Web page (<https://www.umd.edu/web-accessibility>) that contains the following statement: “*The University of Maryland is committed to equal access to Web content. If you need to request Web content in an alternative format or have comments or suggestions on accessibility, contact itaccessibility@umd.edu. For more information about accessibility at UMD, visit the UMD Accessibility Hub.*”

- D. The unit that owns and controls the Web-~~b~~Based ~~i~~Information is responsible for any remediation, for responding to requests to make content accessible, for replacing or modifying the original content, or for providing an equally effective alternative that communicates the same information and provides equivalent functions in a timely fashion (ideally within 10 business days).

IV. ~~Exceptions~~**XCEPTIONS**

- A. Any ~~u~~University administrative, academic, or programmatic unit may request an exception to the requirements of this ~~p~~Policy on the basis that compliance with the World Wide Web Consortium's standard: (a) would result in a fundamental alteration to the content or functionality of any Web-~~b~~Based ~~i~~Information, (b) would result in an undue burden (including financial or administrative burden), and/or (c) is not technically feasible.
- B. Units seeking an exception must submit an exception form found at <https://itaccessibility.umd.edu/> explaining in detail why the policy exception is being sought and how, if the requested exception is granted, the unit will provide equally effective alternative access and ensure, to the maximum extent possible, that individuals with disabilities will receive the same benefits or services as their nondisabled peers.

V. ~~Review~~**VIEW**

The Division of Information Technology (DIT) IT Accessibility Specialist (~~or designee~~) in collaboration with the American with Disabilities Act (ADA) Coordinator will initiate a review and necessary revisions of this ~~p~~Policy and its associated standards, as needed.

VI. ~~Responsibilities~~**ESPONSIBILITIES**

- A. Division of Information Technology (DIT)
1. Provides documentation and resources about Web accessibility.
 2. Provides campus-wide solutions to audit Web-~~b~~Based ~~i~~Information for compliance with the standards of this ~~p~~Policy.
 3. Works with the ADA ~~e~~Coordinator to initiate a review and necessary revisions of this ~~p~~Policy and its associated standards as needed.
 4. Consults with the ADA Coordinator on complaints, equally effective

alternatives, and exceptions to the required compliance.

5. Receives requests for exceptions and collaborates with the ADA Coordinator to evaluate and make decisions on requests for exceptions to this ~~p~~**P**olicy.

6. Grants exceptions to this ~~p~~**P**olicy.

B. ADA Coordinator

1. Works with the DIT IT Accessibility Specialist (or designee) to initiate a review and necessary revisions of this ~~p~~**P**olicy and its associated standards as needed.

2. Collaborates with DIT to resolve complaints for Web accessibility and assesses equally effective alternatives.

3. Advises the DIT IT Accessibility Specialist (or designee) on requests for exceptions to this ~~ise~~**e** ~~p~~**P**olicy.

C. ~~Office of Strategic Communications~~ **University Relations**

1. Provides standards and guidelines for Web ~~p~~**P**ages to the ~~u~~**U**niversity.

D. University Administrative, Academic, and Programmatic Units

1. Comply with the requirements of this ~~p~~**P**olicy.

2. Remediate complaints about Web-~~b~~**B**ased ~~i~~**I**nformation in order to meet the requirements of this ~~p~~**P**olicy.

3. Purchase and produce Web-based services and resources that meet the requirements of this ~~p~~**P**olicy.

VII. ~~Contacts~~ONTACTS****

A. Policy and Complaints

DIT IT Accessibility Office | itaccessibility@umd.edu

B. Web Accessibility Testing, Training, Resources, and Technical Assistance

DIT IT Accessibility Office | itaccessibility@umd.edu | <https://itaccessibility.umd.edu/>

C. ADA Coordinator

ADAcordinator@umd.edu ~~dissup@umd.edu~~ | **Phone: 301-405-2841** ~~301.314.7682~~ | **Fax: 301-314-9992** ~~TTY/TDD: 301.314.7682~~