RADFORD UNIVERSITY

Policy Title: Information Technology Accessibility Policy	Effective Date: 9/4/2008
Policy Number: IT-PO-1504	Date of Last Review: 12/1/2021
Oversight Department: Information Technology Services	Next Review Date: 12/1/2024

1. PURPOSE

The *Information Technology Accessibility Policy* for Radford University (University) is established to support the University community in promoting equal access opportunity to information technology by the application of accessibility standards, guidelines, training, tools, and methods consistent with higher education. The aim is to provide this opportunity in a setting that fosters independence and meets the guidelines of the Americans with Disabilities Act (ADA) and Section 508 of the Rehabilitation Act of 1973. This policy sets forth accessibility standards and guidelines that reflect best practices for achieving the accessibility of information technology for use by persons with disabilities.

2. APPLICABILITY

The *Information Technology Accessibility Policy* applies to all decision makers, developers, and planners of University systems and operations related to the conceptualization, design, acquisition, and maintenance of information technology.

3. DEFINITIONS

Accessibility: For the purposes of this policy, accessibility refers to the University's objective that everyone within the University community, regardless of physical or technological readiness, will have the opportunity for appropriate access to information technology.

Americans with Disability Act (ADA): ADA is legislation that prohibits discrimination and guarantees that people with disabilities have the same opportunities as everyone else to participate in the mainstream of American life.

Section 508 Standards: Section 508 Standards are a comprehensive set of general, technical, and functional standards promulgated by the United States Access Board to comply with Section 508 of the Rehabilitation Act of 1973. These standards apply to Federal agencies to make the electronic and information technology accessible to individuals with disabilities.

Web Content Accessibility Guidelines: Guidelines provided by the World Wide Web Consortium (W3C) to cover a wide range of recommendations for making Web content more accessible.

World Wide Web Consortium (W3C): W3C is an international organization that develops interoperable technologies to lead the Web to its full potential. W3C is a forum of information, commerce, communication and collective understanding.

4. **POLICY**

   A. The procurement, development, and/or maintenance of information technology and user support services for persons with disabilities will be aligned with accessibility standards specified in the Section 508 Standards and Web Content Accessibility Guidelines, appropriately tailored to the specific circumstances of the University.

   B. Accessibility standards will be designed to evolve and change, as newer technologies are introduced and user needs change. At the same time, the accessibility standards will maintain a consistent framework for accessibility training and support services.

   C. University information technology development, maintenance, training, and support personnel who are responsible for information technology procurement, programs, and services will possess an appropriate level of technical knowledge and experience related to accessibility standards for persons with disabilities.

5. **PROCEDURES**

   Information Technology Services (ITS) has developed specific standards, procedures, and guidelines, as appropriate, for the implementation of this policy and the management of the information technology functions of the University. These standards, procedures, and guidelines are maintained and hosted by ITS due to the technical and sensitive nature of the information security program. Publicly accessible standards, procedures, and guidelines may be found at http://www.radford.edu/content/it/home/about/it-policies.html. Other internal standards, procedures, and guidelines of a sensitive nature are available upon request to appropriate and relevant parties by contacting ITS.

6. **EXCLUSIONS**

   None

7. **APPENDICES**

   None

8. **REFERENCES**

   Americans with Disabilities Act

   Section 508 of the Rehabilitation Act

   Code of Virginia, Title 23.1, Chapter 10 (§ 23.1-1000 et seq.), "Restructured Higher Education Financial and Administrative Operations Act."

   Chapter 824, Virginia Acts of Assembly 2008, "Restructured Higher Education Financial and Administrative Operations Act"

   Chapter 829, Virginia Acts of Assembly 2008, "Restructured Higher Education Financial and Administrative Operations Act"

[Web Content Accessibility Guidelines](#)

9. AUTHORITY AND INTERPRETATION

Information technology is managed under delegated operational authority granted to the University by the Virginia General Assembly, as set forth in the Restructured Higher Education Financial and Administrative Operations Act, § 23.1-1000 et seq. of the Code of Virginia, and Chapters 824 and 829, Acts of Assembly, 2008. The Board of Visitors (Board) approved the University to operate under this delegated authority in Board resolutions dated April 23, 2009, and May 4, 2012. Accordingly, the authority to interpret this policy rests with the President of the University and is generally delegated to the Vice President for Finance and Administration & Chief Financial Officer.

10. APPROVAL AND REVISIONS

The *Information Technology Accessibility Policy* was initially approved by the Radford University Board of Visitors on September 4, 2008.

In the Board of Visitors Resolution, Approval to Continue Level II Authority, dated May 4, 2012, the President and the Vice President for Information Technology and Chief Information Officer (CIO) were granted full continuation of the authority and responsibility for the management of the information technology function for the University.

The new *Information Technology Accessibility Policy*, reformatted into the University-wide policy template, was submitted to and approved by the President's Cabinet at the meeting held on January 8, 2018, and was signed by President Hemphill on January 10, 2018.

Effective December 1, 2021, the *Information Technology Accessibility Policy* was reviewed by the oversight department and the Office of Policy and Tax Compliance. Only minor editorial changes were made that did not alter the scope or application of the policy.

For general information concerning University policies, contact the [Office of Policy and Tax Compliance](#) – (540) 831-5794. For questions or guidance on a specific policy, contact the Oversight Department referenced in the policy.