

## **Accessibility of Electronic Information Resources**

**Original Implementation:** October 18, 2010

**Last Revision:** October 31, 2022

Stephen F. Austin State University is committed to making electronic information resources accessible to all users. Chapter 213 of the Texas Administrative Code (TAC) establishes standards for electronic and information resources (EIR) developed, procured, or changed including: software applications and operating systems; telecommunication products; video and multimedia products; self-contained closed products; desktop and portable computers.

In order for EIR products or service to be considered accessible, the product should offer an alternate format or method for providing information, including product documentation, to people with disabilities. Additionally, it should work with assistive technology commonly used to increase, maintain, or improve functional capabilities for individuals with disabilities.

### **Electronic Accessibility Coordinator (EAC)**

The university president or university information resource manager (IRM) shall designate an Electronic Accessibility Coordinator to develop, support, and maintain EIR accessibility rules, standards, and procedures, and assist university personnel with relevant training information for EIR accessibility. The coordinator will chair the Electronic Accessibility Team (EAT) and may be contacted at [accessibility@sfasu.edu](mailto:accessibility@sfasu.edu). The IRM may appoint a temporary Electronic Accessibility Coordinator in the event the Electronic Accessibility Coordinator vacates the role until a permanent Electronic Accessibility Coordinator is appointed. The temporary appointment may not exceed 30 days.

### **Compliance**

For compliance review purposes, all EIR vendors/companies must provide accessibility information in accordance with state law.

### **Web Accessibility**

All official and affiliated university Web pages intended for public viewing shall be accessible to, and usable by, all users and compliant with TAC Chapter 206.70, unless an exception is approved by the president, or his/her designee, or an exemption has been made.

Web developers shall follow guidelines established by Chapter 206 of the TAC, Section 508 of the Rehabilitation Act, as amended, to the extent required under law, and criteria established by university procedures to improve the accessibility of all university websites.

## **Web Accessibility Link**

Each university website that provides entry to members of the public must contain a “Web Accessibility” link to the Electronic Accessibility Site. This site contains the university’s Web accessibility policy and contact information for the university’s EAC.

## **Suggestions and Concerns**

Existing website compliance issues can be addressed to the EAC by sending name, contact information, the nature of the accessibility problem, and the website address or specific Web page of concern to [accessibility@sfasu.edu](mailto:accessibility@sfasu.edu).

## **Grievances**

If a user has a complaint about the accessibility of Stephen F. Austin State University websites, or access to other electronic equipment, he/she should notify the EAC at [accessibility@sfasu.edu](mailto:accessibility@sfasu.edu). The EAC, or designee, will contact the complainant regarding the issue and attempt to resolve the complaint. The complainant is expected to cooperate with the EAC and appropriate university personnel in the process of determining a resolution. The EAC will make recommendations to the relevant university departments and officials responsible for making electronic and information resources accessible.

**Cross Reference:** Procurement of Electronic and Information Resources (17.16); University Website (15.10); 1 Tex. Admin. Code 206; 1 Tex. Admin. Code 213; Tex. Gov’t Code §§ 2054.451-.465; Section 508 of the Rehabilitation Act, as amended, 29 U.S.C. § 794d; 36 C.F.R. 1194

**Responsible for Implementation:** Chief Information Officer

**Contact for Revision:** Electronic Accessibility Coordinator

**Forms:** Electronic Accessibility Exception Request Form, Voluntary Product Accessibility Template (VPAT ®)

**Board Committee Assignment:** Academic and Student Affairs

**Revision History:** July 26, 2022  
July 23, 2019  
July 26, 2016  
October 21, 2013