UTIA WEB ACCESSIBILITY PLAN

Effective: May 24, 2017
Last Reviewed: February 24, 2017  Last Updated: February 24, 2017

Objective:
The University of Tennessee Institute of Agriculture (the Institute) strives to disseminate information, materials and technology that have been designed and developed within the Institute to be accessible to individuals with disabilities, including those who use assistive technologies. The standards outlined for AA level compliance governing the Institute are in accordance with World Wide Web Consortium (W3C) initiatives.

Scope:
This policy applies to all users of and information technology (IT) assets owned, operated, or provided by the Institute. “Users” includes but is not limited to students, faculty, staff, partners, stakeholders, and general public visitors who access, use, or handle the Institute’s IT assets.

Plan:
The UTIA Web Accessibility Committee adopted this plan from UT Policy IT0126 – Accessibility to support the efforts of the Institute.

1. Authority and Responsibility
   The assignment of roles, authority, responsibilities, and accountability for achieving policy compliance must be determined by appropriate leadership channel.

2. Audience
   Develop a strategy to address the different needs of the academic, research, outreach, and administrative functions; and to support IT accessibility. Areas to address include, but are not limited to, visual, hearing, neurological, and mobility impairments.

3. Prioritization
   Prioritize the application of accessibility controls, taking into consideration local needs, practices, and available resources, including providing access to centralized information, materials, and technology (IMT) accessibility support.

4. Design Process
   Incorporate accessibility into the design and authoring process of electronic information resources made available on, but are not limited to, content management systems, learning management systems, web applications, and mobile applications.

5. Procurement
   Any potential purchase must incorporate IT accessibility into the procurement process, including establishment of a formal means for evaluating the accessibility of products or systems under consideration for procurement. No purchases will be made without the
approval of the Institute’s Chief Business Officer. The Institute will follow UT Policy FI0405 – *Procurement*.

6. **Training**
   Training is required of Institute personnel who develop and maintain electronic information resources, author web content, or make IT-related purchases.

7. **Awareness Campaign**
   Develop a communications strategy to raise awareness about IMT accessibility.

8. **Compliance Monitoring**
   Recommend tools to conduct routine checks on content to maintain compliance adhering to the standards outlined within this plan.

9. **Evaluation**
   Recommend an evaluation process to measure the effectiveness of the IMT.

10. **Exception Process**
    The Institute will develop a formal exception request process.

**Standards**
Compliance with standards listed in this section must be considered high priority in the development and implementation of the Institute’s IMT Accessibility Program and must be measured as part of the formal program evaluation process.

1. **Web Standard**
   The standards for accessibility of electronic information are Web Content Accessibility Guidelines (WCAG) 2.0 at level AA Success Criteria. More information about the W3C standards for accessibility can be found at the W3C website.

2. **New Development and Purchases**
   New development and purchases, including development and purchases for major revisions and updates of existing electronic information resources, should receive higher priority over the retrofit of existing electronic information resources.

Additional standards for other electronic information resources may be identified over time and added to this Plan.

**References:**
- *UTIA Glossary of Information Technology Terms*
- *UTIA Web Accessibility Best Practices*
- UT Policy IT0126 – *Accessibility*
- *UT IMT Accessibility Requirements*

For more information, contact Robert Ridenour, ridenour@tennessee.edu.
Approval of Plan

We approve the UTIA Accessibility Plan as described in this document.

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<th>Name</th>
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<tr>
<td>Tim Cross, Ph.D.</td>
<td>Chancellor, UTIA</td>
<td>[Signature]</td>
<td>5/24/17</td>
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<tr>
<td>Robert L. Ridenour, Jr.</td>
<td>Chief Information Officer, UTIA</td>
<td>[Signature]</td>
<td>5/24/2017</td>
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