



Operational Area:	Information and Technology
Responsible Executive:	Vice President for Administration and Chief Operating Officer
Responsible Office:	Information Technology Services
Effective:	January 1, 2022

Information Technology Accessibility

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I. Introduction

- A. **Authority:** Colorado Revised Statutes (C.R.S.) § 23-54-102, *et seq.* (2022) authorizes the Trustees of Metropolitan State University of Denver (“MSU Denver” or “University”) to establish rules and regulations to govern and to operate the University and its programs. The MSU Denver Trustees retain authority to approve, to administer, and to interpret policies pertaining to University governance. The MSU Denver Trustees authorize the MSU Denver President to approve, to administer, and to interpret policies pertaining to University operations.
- B. **Purpose:** This policy codifies the goal of the University; to deploy information technology that has been designed, developed, or procured to be accessible to people with disabilities, including those who use assistive technologies. This policy establishes the Information Technology Accessibility Group (ITAG) to work towards this goal through the development of IT Accessibility Requirements.
- C. **Scope:** This policy applies to all MSU Denver Locations, to all members of the Metropolitan State University of Denver community.

II. Roles and Responsibilities

- A. **Responsible Executive:** Vice President of Administration and Chief Operating Officer (COO)
- B. **Responsible Administrator:** Associate Vice President of Information Technology Services and Chief Information Officer (CIO)
- C. **Responsible Office:** Information Technology Services
- D. **Policy Contact:** Associate Vice President of Information Technology Services and Chief Information Officer (CIO)



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III. Definitions

- A. **Accessible:** Refers to the concept that people with disabilities are able to access and use a product or system, including with the help of assistive technologies. For example, an “accessible” Web site may be designed so that the text can be enlarged by the user, rather than having a fixed font size, or may be designed so that it can be interpreted and “read out loud” by screen reader software used by people with blindness or low vision.
- B. **Accessible Information Technology:** Information technology that has been designed, developed, or procured to be usable by, and therefore accessible to people with disabilities, including those who use assistive technologies.
- C. **Assistive Technologies:** Adaptive, rehabilitative devices that promote greater independence for individuals with disabilities by changing how these individuals interact with technology. Examples include special input devices (such as a head or foot mouse, puff-and-sip switches, speech recognition), screen-reading software, and screen magnifiers.
- D. **MSU Denver Location / Location:** Physical sites under the control Metropolitan State University of Denver, including, but not limited to MSU Denver campuses, medical centers, and MSU Denver managed facilities.
- E. **Usability:** Refers to how easily, effectively, and efficiently users can use a product or system to achieve their goals, and how satisfied they are with the experience.

IV. Policy Statement

- A. MSU Denver is committed to supporting an information technology environment that is accessible to all and, in particular, to individuals with disabilities. To this end, the University seeks to deploy information technology that has been designed, developed, or procured to be accessible to people with disabilities, including those who use assistive technologies. An accessible information technology environment generally enhances usability for everyone. By supporting accessibility, the University helps ensure that as broad a population as possible is able to access, benefit from, and contribute to its electronic programs and services.
- B. Under this Policy, all MSU Denver Locations must:
 - 1. Adhere to the MSU Denver IT Accessibility Requirements as established by the Information Technology Accessibility Group,



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2. Develop, purchase and/or acquire, to the extent feasible, hardware and software products that are accessible to people with disabilities.
3. Report relevant platform information to the Information Technology Accessibility Group.
4. Promote awareness of this Policy to all members of the University community, particularly those in roles that are responsible for creating, selecting, or maintaining electronic content and applications.

V. Compliance / Responsibilities

- A. Implementation of the Policy
 1. Areas and Departments are responsible for facilitating and ensuring implementation of this Policy at their Locations.
 2. The Associate Vice President for IT and Chief Information Officer (CIO) is responsible for issuing and updating any requirements, standards or guidelines that support this Policy and shall facilitate regular communication among Locations to address consistent implementation of this Policy throughout the University.
- B. Revisions to the Policy
 1. The President is the Policy Approver for this Policy and has the authority to approve policy revisions upon recommendation of the Technology Accessibility Implementation Committee and CIO.
 2. The Associate Vice President for IT and CIO is responsible for putting forward revisions developed in tandem with the Technology Accessibility Implementation Committee.

VI. Procedures

See Addendum A: Information Technology Accessibility Requirements

VII. Related Information

- A. **Metropolitan State University of Denver**
 1. IMT-1300 Information Technology Accessibility Addendum A
 2. [Electronic Accessibility at the Metropolitan State University of Denver](#)
- B. **External**
 1. [Americans with Disabilities Act](#)
 2. [ADA as it applies to electronic information](#)
 3. [Sections 504 and 508 of the Rehabilitation Act](#)
 4. [Sections 504 and 508 as they apply to electronic information](#)
 5. [Web Content Accessibility Guidelines \(WCAG\) 2.1](#)



President's
 Policy Statement
 University Policy Library

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VIII. History

- A. **Effective:** January 1, 2022
- B. **Revision History:**
 1. May 19, 2020: The initial version of the Policy was drafted.
 2. Feb 2, 2021: Policy Text & Exceptions sections edited and updated.
 3. Feb 18, 2021: Language edited for consistency and to reflect areas of responsibility.
 4. May 17, 2021: Updated in accordance with suggestions from public & policy committee.
 5. September 15, 2021: Recommended for approval by President's Cabinet.
- C. **Review Schedule:** This policy will be reviewed every five years or as deemed necessary by University leadership.

IX. Approval



Janine Davidson, Ph.D.
President, Metropolitan State University of Denver

N/A

Chair, Board of Trustees, Metropolitan State University of Denver