

**Resolution Agreement  
Adams State University  
Case Number 08-17-2267**

The U.S. Department of Education, Office for Civil Rights (OCR), initiated an investigation into allegations that Adams State University (“University”) violated Section 504 of the Rehabilitation Act of 1973 and its implementing regulation at 34 C.F.R. Part 104, and Title II of the Americans with Disabilities Act of 1990 and its implementing regulation at 28 C.F.R. Part 35. The complainant alleged that the University’s website contained barriers to access for people with disabilities, thereby denying them an equal opportunity to participate in the University’s programs, services, and activities and denying them effective communication necessary for full participation in the University’s programs, services, and activities.

This resolution has been entered into voluntarily between the parties and does not constitute a finding or admission that the University is not in compliance with Section 504, Title II, and/or their implementing regulations. To ensure compliance with Section 504 and Title II and their implementing regulations and to resolve the issues of this investigation, the University voluntarily agrees to take the actions set forth below.

Assurances of Nondiscrimination. The University hereby reaffirms its commitment to ensure that people with disabilities have an opportunity equal to that of their nondisabled peers to participate in the University’s programs, benefits, and services, including those delivered through electronic and information technology, except where doing so would impose an undue burden or create a fundamental alteration.

Benchmarks for Measuring Accessibility. For the purposes of this Agreement, the accessibility of online content and functionality will be measured according to the W3C’s Web Content Accessibility Guidelines (WCAG) 2.0 Level AA and the Web Accessibility Initiative Accessible Rich Internet Applications Suite (WAI-ARIA) 1.0 for web content, which are incorporated by reference.

Adherence to these accessible technology standards is one way to ensure compliance with the University’s underlying legal obligations to ensure people with disabilities are able to acquire the same information, engage in the same interactions, and enjoy the same benefits and services within the same timeframe as their nondisabled peers, with substantially equivalent ease of use; that they are not excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in any University programs, services, and activities delivered online, as required by Section 504 and Title II and their implementing regulations; and that they receive effective communication of the University’s programs, services, and activities delivered online.

**Remedies and Reporting**

- 1) Proposed Policies and Procedures Regarding New Online Content and Functionality. By April 15, 2018, the University will submit to OCR for its review and approval proposed policies and procedures (“the Plan for New Content”) to ensure that all new, newly-added, or modified online content and functionality will be accessible to people with disabilities as measured by conformance to the Benchmarks for Measuring Accessibility set forth above, except where doing so would impose a fundamental alteration or undue burden.

- a) When fundamental alteration or undue burden defenses apply, the Plan for New Content will require the University to provide equally effective alternative access. The Plan for New Content will require the University, in providing equally effective alternate access, to take any actions that do not result in a fundamental alteration or undue financial and administrative burdens, but nevertheless ensure that, to the maximum extent possible, individuals with disabilities receive the same benefits or services as their nondisabled peers. To provide equally effective alternate access, alternates are not required to produce the identical result or level of achievement for persons with and without disabilities, but must afford persons with disabilities equal opportunity to obtain the same result, to gain the same benefit, or to reach the same level of achievement, in the most integrated setting appropriate to the person's needs.
  - b) The Plan for New Content must include sufficient quality assurance procedures, backed by adequate personnel and financial resources, for full implementation. This provision also applies to the University's online content and functionality developed by, maintained by, or offered through a third-party vendor or by using open sources.
  - c) Within thirty (30) days of receiving OCR's approval of the Plan for New Content, the University will officially adopt, and fully implement the amended policies and procedures.
  - d) Reporting: Within 45 days of receiving OCR's approval, the University will submit to OCR the approved policies and procedures, evidence of their adoption and distribution, and a description of how they are being implemented.
- 2) Undue Burden and Fundamental Alteration. For any technology-related requirement in this Agreement for which the University asserts an undue burden or fundamental alteration defense, such assertion may only be made by the Director of Computing Services/Chief Information Officer or by an individual designated by the Director of Computing Services/Chief Information Officer who has budgetary authority after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion, including the cost of meeting the requirement and the available funding and other resources. The written statement will be certified by the determining official. If such a determination is made, the certifying official will describe in the written statement how it will provide equally effective alternate access, *i.e.*, other action that would not result in such an alteration or such burdens but would nevertheless ensure that, to the maximum extent possible, individuals with disabilities receive the same benefits or services provided by the University as their nondisabled peers.
  - 3) Replacement of Website. For reasons unrelated to this Resolution Agreement, the University intends to complete its launch of a new university website, which will replace its existing website, by August 15, 2018. The new website, including its content and functionality, will be thoroughly tested for access for people with disabilities prior to launch and, except as permitted by Section 4 ("Regarding Third Party Providers") herein, any content or functionality not strictly conforming to the Benchmarks for Accessibility will not be included in the launch of the new website.

- a) Reporting: the University will confirm to OCR no later than August 15, 2018, that the new website is “live” and that all the University content and functionality on the new website supports the ability of people with disabilities to have an equal opportunity to enjoy the University’s programs, services, and activities. If the University finds it is unable to meet its intended launch date, it will immediately report to OCR the new anticipated launch date and a detailed plan for OCR’s review and approval regarding how it intends to ensure that it is meeting its ongoing nondiscrimination obligations under Section 504 and Title II in the meantime, with respect to its online programs, services, and facilities. If OCR notifies the University that the new website contains barriers to access that interfere with the University’s ability to meet its ongoing nondiscrimination obligations, the University will immediately remove such barriers and report back to OCR within 30 days that it has done so.
- 4) Audit of the University Online Programs, Services, and Activities Hosted by Third Party Providers. By August 15, 2018, the University will propose for OCR’s review and approval the identity and bona fides of an Auditor (corporation or individual) to audit online content and functionality developed by, maintained by, or offered through a third party vendor or an open source - linked from the University’s new website. The Auditor will have sufficient knowledge and experience in website accessibility for people with disabilities to carry out all related tasks, including developing a Proposed Corrective Action Plan. The Audit will use the Benchmarks for Measuring Accessibility set out above, unless the University receives prior permission from OCR to use a different standard as a benchmark.
- 5) OCR will evaluate whether the proposed Auditor has the requisite experience and knowledge to carry out an appropriate Audit and to develop a Proposed Corrective Action Plan. Within ninety (90) days of receiving OCR’s approval of the proposed Auditor, the University will submit to OCR documentation of the steps taken by the Auditor during the Audit, a description of the outreach it undertook and the input it received, and a detailed accounting of the results of the Audit.
- 6) Proposed Corrective Action Plan. Simultaneously with the submission of the Audit, The University will submit to OCR for its review and approval a proposed Corrective Action Plan, which will address the steps The University has taken and will take in the future to address all inaccessible content and functionality identified during The University’s Audit. The proposed Corrective Action Plan will set out a detailed schedule for: (1) addressing problems, taking into account identified priorities, with all the steps outlined in the Corrective Action Plan to be completed within 18 months of the date OCR approved the Corrective Action Plan or on the appropriate date identified in the Corrective Action Plan; (2) setting up systems of accountability by, including but not limited to, identifying accessibility issues, requesting that vendors correct accessibility issues, verifying claims of accessibility by vendors or open sources, and proactively requiring that prospective contractual agreements with third party vendors provide that content developed, maintained, or offered by third party vendors is accessible; and (3) setting up a system of review and accountability to maintain the accessibility of all online content and functionality on an ongoing basis.
- 7) Within 30 days of receiving OCR’s approval of the proposed Corrective Action Plan, The University will officially adopt and implement the Corrective Action Plan.

- a) Reporting: Within 45 days of receiving OCR's approval of the proposed Corrective Action Plan, The University will submit to OCR the approved Corrective Action Plan, and documentation establishing that the approved Corrective Action Plan is being implemented according to the approved schedule. Reports will be due every sixth months thereafter until the Corrective Action Plan has been completed.
  
- 8) Notice. Within 30 days of the date of this Agreement, The University will submit to OCR for review and approval a proposed Notice to persons with disabilities regarding how to request the webmaster or other appropriate person to provide access to (or notify The University regarding) online information or functionality that is currently inaccessible. The proposed notice will also include information or an accessible link to information instructing people how to file formal grievances under Section 504 and Title II. Within 15 days of receiving OCR's approval of the proposed Notice, The University will officially adopt and prominently post the approved Notice on its home page and throughout its website (including all subordinate pages and intranet sites).
  - a) Reporting. Within 20 days of receiving OCR's approval of The University's proposed Notice, The University will provide documentation to OCR regarding the locations and content of its published Notice.
  
- 9) Training. Starting no later than 30 days from this date of this Agreement, and annually thereafter, the University will deliver website accessibility training to all appropriate personnel, including, but not limited to: content developers, webmasters, and all others responsible for developing, loading, maintaining, or auditing web content and functionality.<sup>1</sup>
  - a) Reporting: For each training session required by this Agreement, until such time as OCR closes the monitoring of this Agreement, the University will submit to OCR documentation that it has been delivered. The documentation will include a list of invitees and attendees, including titles; a description of the delivered training content; and the presenters' credentials for giving such training.
  
- 10) The University understands that OCR will not close the monitoring of this Agreement until OCR determines that the University has fulfilled the terms of this Agreement and is in compliance with the regulations implementing Section 504, at 34 C.F.R. §§ 104.4 (a) and (b), 104.8, and 104.21, and Title II, at 28 C.F.R. §§ 35.130, 35.149, and 35.160, which were at issue in this case.
  
- 11) The University also understands that by signing this Agreement, it agrees to provide data and other information in a timely manner in accordance with the reporting requirements of this Agreement. Further, the University understands that during the monitoring of this Agreement, if necessary, OCR may visit the University, interview staff, and request such additional reports or data, including simulated website accounts and passwords, as are necessary for OCR to determine whether the University has fulfilled the terms of this Agreement and is in compliance with the regulations implementing Section 504, at 34 C.F.R. §§ 104.4 (a) and (b), 104.8, and 104.21, and Title II, at 28 C.F.R. §§ 35.130, 35.149, and 35.160, which were at issue in this case. Any such visits

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<sup>1</sup> If all other terms of the Agreement have been met before the date of the next required training session, OCR will close the monitoring of the Agreement and will not keep this matter open solely to monitor this training provision.

or staff interviews should be conducted with the University's counsel present. Similarly, any request for additional reports or data should be directed to the University through its counsel.

- 12) The University understands and acknowledges that OCR may initiate administrative enforcement or judicial proceedings to enforce the specific terms and obligations of this Agreement. Before initiating administrative enforcement (34 C.F.R. §§ 100.9, 100.10), or judicial proceedings to enforce this Agreement, OCR shall give the University written notice of the alleged breach and sixty (60) calendar days to cure the alleged breach.

/s/

2-13-2018

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For the University

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Date