Fresno State ATI Campus Plan : July 2015 – 2016 Update

# Overview

The ATI emphasizes the importance of establishing effective processes for tracking and documenting ATI-related campus activity. In order to support campus efforts in this area, the ATI Campus Plan will be used for gathering key data to support effective decision-making and prioritization of activities

## Instructions for using the Task Dashboard

1. Indicate the relationship of the task to overall campus ATI efforts
   1. In the ‘Priority Area’ column, indicate the ATI priority area associated with this task. The Fresno State ATI Campus Recommendations Matrix (CRM) items have been included as well as specific tasks developed by the individual sub-committees for Instructional materials **(I/M),** procurement **(PRO)** and Web Accessibility **(WEB).**
   2. In the ‘Specific Status Indicator(s)’ column, list the unique numbers for all Success Indicators associated with this task
2. Briefly summarize the task (what will be done and by whom)
   1. In the ‘Task’ column, list the overall goals for this task
   2. In the ‘Milestones/Metrics’ column, list the key intermediate steps required to complete this task
   3. In the ‘Assigned to’ column, list the groups/individuals that will be involved in the task
   4. In the ‘Deliverables’ column, enter the expected outcomes for this task
3. Document priorities/deadlines
   1. In the ‘Priority Level’ column, select a priority value
   2. In the ‘Due Date’ column, enter the anticipated completion date for the task
4. Maintain current documentation
   1. In the ‘Updates’ column, enter key changes in status for the task

Fresno State ATI Campus Plan : Revision Effective September 2014

| Task # | Priority Area(s) | Specific Status Indicator(s) | Task(s) | Milestones/ Metrics | Assigned to | Deliverable(s):  Resources | Priority Level | Due Date | Updates |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| List the task # | **List the priority areas:**  **Web, I/M, Procurement** | **List all related success indicators** | **List all goals for this task** | **List all milestones/metrics for this task** | **Indicate to whom this task was assigned** | **List all deliverables for this task** | **High (1)**  **Medium (2)**  **Low (3)** | **Indicate when this task is due** | **Indicate any updates regarding this task (use this for notes on progress, comments from ATI Steering committee, etc.)** |
| 1  W/1 | **WEB** | 1.4; | Develop a strategy for identifying and testing remaining non-WCMS sites | Responsible site managers list development | ATI Web Accessibility Sub-Committee | Initial draft of non-WCMS sites.  Initial draft of responsibles for non-WCMS sites | 2 | Dec 2015 | Developing list of known non-WCMS sites in progress. |
| 2  W/2 | **WEB** | 1.7; 1.8 | Develop system to track accessibility tests per site including site owner, test dates, notification of non-compliance, recommended remediation, retest dates and outcomes. This system should also include automatic reports on a quarterly basis to both departments, related committees and the CO | Define process specifications; confirm campus entity responsible remediation, testing and validation | Web Communications | Define system specifications | 2 | March 2016 |  |
| 3  W/3 | **WEB** | 1.14; 1.16 | Develop Web accessibility monitoring program that includes shared responsibility for testing and remediation across campus entities | Responsible site managers list development | Web Communications | Initial draft of program with list of potential responsible entities/individuals | 3 | Jan 2016 | WebComm currently does the testing and remediation. Need to discuss strategy with CIO to determine when/how this new process can/should be communicated and possible implementation. |
| 4  W/4 | **WEB** | 1.8 | Develop process and documentation for non-WCMS sites to test, and have access to Compliance Sheriff, and report to related committees as needed | Discover and document non-WCMS sites  Discover and document non-WCMS site managers | Web Communications | Initial list of excepted non-WCMS sites  Initial list of affiliated sites/vendors providing services | 2 | June 2016 | This work will begin once open web designer/developer position is filled. |

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| 28  open | COMM |  | Summarize efforts of sub-committees. Distill Chancellor reports to narrative form for campus distribution. | Report submitted to Associate Provost for review then distribute to campus | ATI Communications Sub-committee | Final report summary | 2 | Spring 2016 | New Sub-committee |
| 29  open | COMM |  | Develop campus messaging on various Accessibility/ATI topics of interest to the campus community | Develop regular calendar for releasing informational material | ATI Communications Sub-committee | Periodic infmormation releases | 2 | Begin Fall 2015 | New Sub-committe |
| 28  open | COMM |  | Co-sponsor Universal Design Day with campus. Focus on Universal Design Learning | Full Day event, October 16, 2015 | ATI Communications Sub-committee | Final report summary | 2 | October 16, 2015 | New Sub-committee |

# ATI Steering Committee Notes

| Meeting Dates | Key Decisions | Notes |
| --- | --- | --- |
| 7-18-12 | Meeting w/ Lynette & Steering Committee | Present Draft Task plan, and ATI Support |
| 9-12-12 | Steering Meeting | Review final task Plan, Nov. reports/ STLT presentation |
| 10-3-12 | Full ATI Team Meeting | Nov. reporting charge |
| 10-12-12 | Steering Meeting | Final discussion for STLT presentation for Sec 508 Coord. |
| 11-5-12 | Presentation to STLT | Proposed new role and policy update |
| 11-30-12 | Full ATI Team Meeting | Final 11-12 reports and discussion. |
| 1-24-13 | Steering Meeting | New Section 508 policy review |
| 2-12-13 | Steering members meet with Provost Dr. Covino | Discuss Nov. STLT recommendations-awaiting response ; Following meeting worked with IT and PCHRE to incl Section 508 language in new strategic plans. |
| 3-20-13 | Full ATI Team Meeting | Task Plan Update and update on pending policy / position |
| 3-20-13 | Steering Meeting (Prior to Full meeting) | Update Steering on same. |
| 4-5-13 | Steering Meeting | Policy review and feedback |
| 5-6-13 | Presentation to AIT | Steering members presented ATI update to academic team. |
| 5-29-13 | Steering Meeting | Review policy recommendations to STLT, System Wide results from 11-12, discuss task plan update for 12-13 |
| June 2013 | Campus hired ATI Procurement Program manager to support Section 508 efforts | New role will revise and further develop policy and procedures for compliance. |
| Summer 2013 | Steering Team and commitees worked on review and updates to Campus Plan |  |
| 8-29-13 | Webinar: “A Clear Standard for Access to Institutions” | ATI sponsored, offered campus wide |
| 9-5-13 | Steering Meeting to finalize Campus Plan for 2013-2014 |  |
| 9-19-13 | Full ATI Team meeting | Review task Plan and prepare for 2012-2013 reporting |
| 11-5-13 | Webinar\_Disab Mgmt-Ignore Access to Technology at Your Peril | ATI & SSD psonsored |
| 11-18-13 | ATI Website discussion – steering members |  |
| 12-5-13 | ATI Steering Mtg |  |
| 2-11-14 | ATI Communication Sub-committee meeting - | Initial meeting with members |
| 3-24-14 | Full ATI Team Meeting |  |
| 4-28-14 | ATI Steering Meeting | Status check |
| 5-20-14 | ATI Steering Meeting |  |
| 8-19-14 | ATI-Steering Meeting | 2014-2015 task plan Sheet |
| 9/24/14 | Full ATI Meeting | Overview of plans or 2014-2015, reporting |
| 1-26-2015 | ATI-Steering Meeting | Update on plans, Meet Dr. Dennis Nef, new Exec Sponsor |
| 2/12/2015 | Full ATI Meeting |  |
| 2/25/2015 | ATI-Steering Meeting |  |
| 3/8/2015 | ATI- Steering Mtg |  |
| 4/8/2015 | ATI Steering Mtg |  |
| 6/16/2015 | ATI- Steering Mtg |  |
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