Technology Accessibility Task Force (TATF) Charge
1. Assess background and issues regarding technology accessibility
2. Survey external activities and factors that impact the University
3. Recommend solutions and any necessary University wide standards, procedures and policies to help assure the University is a fully accessible institution in regards to its use of technology.

TATF Membership
Dan Baun (Administration representative & co-Chair)
Pam Ekstrom (Disability Resources representative & co-Chair)
Michelle Beach (SMSUFA)
Rhonda Bonnstetter (SMSUFA)
Rick Robinson (SMSUFA)
Tim Beske (MAPE/MMA)
Wanda Paluch (AFSCME)
John Alcorn (MSUAASF)
Alex Flores (SMSUSA)*

* SMSUSA only filled one of its allotted two TATF memberships

TATF Activities
The task force held six meetings during the Fall semester of the 2012-13 academic year. Meeting activities included 1) consultations with experts, 2) presentations of technology tools that aid accessibility, 3) materials review and research, and 4) report development.

TATF Findings
The task force’s findings noted several nationwide and statewide trends and activities in the area of technology accessibility. An assessment of SMSU’s efforts in making technology-enabled services accessible is also detailed.

TATF Recommendations
The task force developed a series of recommendations for the University. These recommendations can be categorized into short-term and long-term recommendations. A condensed version of these recommendations is provided below:

Short-Term Recommendations
1. Conduct a University-wide awareness campaign.
2. Conduct a high level audit of SMSU’s technology-enabled tools and services to assess level of accessibility.
3. Fund Adobe Acrobat Professional software on a campus-wide basis.
4. Develop training materials and programs for faculty and staff.
5. Conduct a thorough review of University video resources to identify captioning/transcript development needs and implement a process to remedy shortcomings.
6. Utilize voluntary product accessibility templates (VPATs) to support technology procurement.
7. Survey students currently served by Disability Resources to assess current University performance in providing accessible technology–enabled services.

Long-Term Recommendations
1. Adopt a policy or strategic direction that indicates the University’s commitment to providing accessible information technology services.
2. Implement processes and organizational approaches focused on ensuring accessibility in three general service areas: a) web site; b) technology-enabled instruction and c) technology procurement.
3. Set priorities and targets for accomplishing technology accessibility in the three service areas identified in #2 and implement steps to accomplish.
4. Establish mechanisms to ensure reports on progress towards meeting priorities and targets are provided.
5. Investigate the creation of a service unit, perhaps in conjunction with other MnSCU institutions, which evaluates technology tools and technology-enabled services and recommends modifications prior to deployment.
6. Develop methods to promote best practices across the University in the area of technology accessibility.
7. Continue to fund the “Disability Services Technology Pool” which has been created to support hardware and software procurement to support students with disabilities.

Full TAFT Report
The full TATF report, including appendices, is available through the Information Technology Services web page or at http://www.smsu.edu/informationtechnologyservices/?id=8660.