



Policy Number: VI.08
Policy Level: Operating Policy
Originally Issued: May 18, 2026
Policy Owner: President
Policy Implementation: Chief Information Officer

Digital Accessibility

I. Policy Statement and Purpose

Athens State University is committed to ensuring equal access to digital content and services for all students, employees, and members of the public. This policy establishes minimum accessibility standards and sets forth a framework for the accessibility of digital resources (web content, mobile apps, and electronic documents).

This policy applies to all faculty, staff, contractors, and vendors who develop, procure, maintain, or use digital content and technologies on behalf of the University.

This policy applies to all digital University resources created, procured, or used by the University, including those provided by or through third parties, including but not limited to:

1. Official University websites, web pages, social media, and the University Portal
2. Mobile applications
3. Learning management systems (LMS) and online course/instructional materials
4. Electronic documents (e.g., PDFs, Word, PowerPoint, spreadsheets)
5. Multimedia content (e.g., videos, audio recordings)
6. Third-party digital tools and platforms used for University business

II. Definitions

Accessibility Conformance Report (ACR) – A detailed report that documents how well a digital product meets specific accessibility standards.

Digital Resources – All information and communication technology used or provided by the University, including but not limited to websites, web applications, mobile applications, digital kiosks, learning management systems, third-party platforms used for instruction or administration, electronic documents (e.g., portable document formats (PDFs), Word documents, presentations), software applications, videos and audio files, regardless of hosting location or vendor.



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Public-facing – any content, system, or service that is directly accessible to the general public.

Voluntary Product Accessibility Template (VPAT) – A standardized document template that digital product/service providers use to report how their products/services conform to accessibility standards such as WCAG.

Web Accessibility Initiative (WAI) – An effort by the World Wide Web Consortium (W3C) to improve the accessibility of the World Wide Web for individuals with disabilities.

Web Content Accessibility Guidelines (WCAG) – the internationally recognized technical standards for digital accessibility developed by the World Wide Web Consortium (W3C).

III. Standard

The University adopts the WCAG 2.1 Level AA as its baseline accessibility standard. All covered web content, mobile apps, and documents must conform to WCAG 2.1 Level AA. Multimedia must include captions, and social media content must use available accessibility features.

IV. Exemptions

Consistent with federal accessibility standards, this policy's accessibility standards may not be required for the following categories:

1. Digital resources created or first used prior to April 24, 2026, that have not been substantively modified or republished on or after that date are considered legacy content. This also includes archived materials, historical records, and legal documents maintained solely to meet retention obligations.
2. Unsolicited content posted by Third Parties on University platforms, unless the third party is posting due to a contractual or licensing agreement with the University.
3. Electronic documents that are password-protected and specific to an individual.
4. Social media posts made by the University before April 24, 2026.



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V. Procurement Requirements

The Office of Financial Affairs will require that all digital acquisitions include an ACR/VPAT demonstrating WCAG 2.1 AA compliance and contractual accessibility clauses.

VI. Training, Implementation, and Compliance Monitoring

The Office of Information Technology will provide ongoing accessibility training, resources, and consultation to the campus community as appropriate.

The Office of Risk Management will perform periodic audits and report findings.

VII. Accessibility Barriers

Accessibility barriers should be reported to the University's ADA office, which will coordinate with the appropriate department to ensure timely resolution.

VIII. Responsibility for this Operating Policy

Policy Owner

As part of the initial approval of this policy by the President and subsequent to the original dissemination of the policy, the President remains the policy owner for the ongoing evaluation, review, and approval of this policy. Subsequent reviews and revisions to this policy must be in accordance with approved operating policy procedures and processes.

This policy will be reviewed every two years or more frequently as needed by the Policy Owner. Revisions will be reviewed/affirmed by the Cabinet and approved by the University President. This policy will be updated/published in the University's Policy Library.

Responsibility for Policy Implementation

The President has assigned the responsibility of implementing this policy to the Chief Information Officer.