

CATO Work Plan 2016 - 2017

	Work to be accomplished	Lead/Groups Involved	Timeline
1	Craft and distribute statement/talking points re CATO and Policy 188 for the CTC system	SBCTC Staff	DONE: http://bit.ly/cato188 Distribute to councils and commissions.
2	Collect and distribute examples policies/procedure - especially as they pertain to and impact specific areas (like library databases, SIS, etc.)	CATO members - share/post collected materials in Basecamp	Example AT Policy language compiled here: http://bit.ly/ATPolicy UM Policy Template: http://bit.ly/ATpolicytemplate
3	Identify technologies and digital communications/applications unique to specific college units/departments to begin the process of evaluating system tools that may not be in compliance. (Ex. Librarians might identify which library databases are in use and begin contacting the vendor/publisher to discuss accessibility and compliance.)	CATO members in partnership with their respective council/commission	Ongoing (Address at Winter meeting)
4	Develop and hold monthly/bi-monthly webinars on specific topics regarding accessibility. Follow webinars with surveys to measure college's progress/areas for support.	Logistics, scheduling - SBCTC Topic/content - all	<ul style="list-style-type: none"> • State AT Policy Webinar Nov 9, 2017 • Policy creation webinar, Dec 7, 2017 • Upcoming: <ul style="list-style-type: none"> ○ GOALS Benchmark and Planning Tool ○ Procurement/working with vendors ○ Testing
5	Develop remediation "playbook" / create and distribute accessibility rubric for institutions to use to develop action plan	Jess is working with folks from GOALS	<ul style="list-style-type: none"> • Testing: http://ncdae.org/goals/planningtool.php
6	Field questions regarding AT policy creation and implementation from the system. Publish questions and answers	SBCTC staff will coordinate distributing and publishing questions. Full committee will	<ul style="list-style-type: none"> • Website/question submission form to be published first week of Feb.

	for wide audience.	develop responses, depending on subject area.	
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