

Mines Electronic & Information Technology Accessibility Committee Charter

Purpose

The Colorado School of Mines (Mines) is committed to cultivating an inclusive campus culture and developing a diverse and thriving student and employee community. As part of these efforts, the Mines Electronic & Information Technology Accessibility Committee (EITAC) works to ensure that digital content, software, websites, and other EIT at Mines conforms to state and federal laws and best practices for digital accessibility for people with disabilities. EITAC is an advisory committee sponsored by ITS and established by the [Mines EIT Accessibility Policy](#).

Responsibilities

EITAC works to ensure an accessible digital environment at Mines by:

1. Providing guidance and developing strategies for the implementation of the Mines EIT Accessibility Policy and related procedures and initiatives
2. Advising the CIO and other executives at Mines on issues related to digital accessibility
3. Advocating for the procurement, development, implementation, distribution, and maintenance of accessible electronic & information technology at Mines
4. Creating or providing training and educational resources related to digital accessibility for Mines community members
5. Assessing and reporting on digital accessibility at Mines
6. Reviewing and updating the Mines EIT Accessibility Policy annually or as needed

Membership

The EITAC core membership includes digital accessibility, technology, teaching, and disability experts from the Mines community.

- **Chair:** Accessibility Technologist, Information & Technology Solutions (ITS)
- ADA Coordinator or Human Resources representative
- Communications, Marketing, and Website
- Disability Support Services
- Library
- Mines Online
- Office of General Counsel
- Office of Compliance and Policy/Office of Institutional Equity and Title IX
- Trefny Innovative Instruction Center
- Faculty representative(s)

Terms and Appointments

In June of each year, the head of each member department will appoint a committee representative in consultation with the Chair and the CIO/executive sponsor of the committee. When a member's term expires, the department head may appoint the same member or a different member to the next term.

Meetings and Communication

A regular monthly meeting schedule that works for the majority of the members will be agreed upon by the membership. Meetings may be held virtually or in-person as needed. Mines community members are welcome to attend meetings and can request to be added to meeting invitations by emailing accessibility@mines.edu.

The committee will communicate between meetings via email. Files including meeting minutes will be stored in a Mines-owned Google Drive.

Version History

Charter revised October 16, 2023.