

Stockton University Equally Effective Alternate Access Plan (EEAAP)

Overview

Stockton University is committed to accessibility standards and providing digital content, products and services that are accessible to the widest possible audience. Where it is not possible to provide fully accessible technology, an Equally Effective Alternate Access Plan (EEAAP) must be developed to describe how those affected by the inaccessible product can continue to participate in professional, academic, or other activities.

An EEAAP is an agreement to provide equivalent access, and a blueprint for doing so. The EEAAP describes how a department or business unit will address accessibility barriers resulting from the use of less-than-accessible technology systems. It describes what will be done, who is affected, who is accountable, what is needed, a timeline for action, and other considerations. EEAAPs should be developed and maintained by the unit that is accountable for the technology or tool.

An EEAAP is not a substitute for accessibility. Whenever possible, technology providers should seek out and procure accessible technologies to conduct University business.

What's in an EEAAP?

You should develop your EEAAP in a way that best meets the needs of your program. Keep a copy of the plan available and review it from time to time with the person or people responsible for executing the plan. EEAAPs can take different forms depending on circumstances, but should answer the following questions:

- Who is responsible for implementing the plan?
- What activity or activities are supported by the technology?
- Are there known or suspected accessibility issues with the technology?
- How can participants engage in those activities if the technology is not accessible?
- How will alternative access be provided to those participants?
- What steps and timeline are necessary for the vendor or developer to correct the issue?

Vendor or Developer Engagement

Part of creating an EEAAP is acknowledging that you are aware of potential accessibility deficits in a tool or technology used by your program. Your EEAAP should provide for proactive, immediate, and ongoing engagement with the vendor or developer to determine how known and potential accessibility issues will be addressed.

Any arrangement with the vendor or developer to correct accessibility issues should be documented in the EEAAP. Vendors should be encouraged to obtain and provide an Accessibility Conformance Report or a Voluntary Product Accessibility Template (VPAT).

When to create an EEAAP

An EEAAP is appropriate for virtually any tool or technology. Create an EEAAP if:

- You identify a potential accessibility barrier in your current technology
- Your technology is required for classroom, employment, or other participation
- Your technology is widely used
- You will employ the technology for multiple semesters or years
- You are unable to obtain accessible technology that meets your needs
- Accessibility documentation discloses accessibility barriers
- Accessibility documentation is incomplete, out-of-date, or unavailable

When to implement an EEAAP

The EEAAP is a key part of your response to an accessibility issue. Implement your EEAAP when:

- You become aware that the technology presents an accessibility issue for a specific user
- You become aware that the technology presents an accessibility issue for a class of users
- You become aware of a participant with a disability who is likely or required to use the technology

Because accessibility defects may emerge after a product has been deployed, the EEAAP should be considered a living document, subject to periodic review and revision.

Vendor & Product/Service Information

- **Vendor Name & Website:**Click or tap here to enter text.
- **Vendor Representative & Contact information:**Click or tap here to enter text.
- **Product Name & Version:**Click or tap here to enter text.
- **Product Description:**Click or tap here to enter text.

Requestor & Usage Information

- **Name:**Click or tap here to enter text.
- **Title:**Click or tap here to enter text.
- **Email:**Click or tap here to enter text.
- **Department:**Click or tap here to enter text.
- **School/Division:**Click or tap here to enter text.
- **Office Extension:**Click or tap here to enter text.
- **Office Location:**Click or tap here to enter text.
- **Date:**Click or tap to enter a date.
- **Product Purpose:**Click or tap here to enter text.
- **Intended End-User & Annual Cost Estimate:**Click or tap here to enter text.
- **Lifecycle/Term:**Click or tap here to enter text.

Institutional Response

<h3>Accessibility Barrier</h3>	<h3>Equally Effective Alternate Access (EEAAP)</h3> <p>Outline how you will provide equivalent, timely access to digital content that does not meet WCAG 2.1/2.2 AA standards.</p>		
<p>Description of Issue:</p> <p>Known product accessibility issue(s) per vendor VPAT/Accessibility Conformance Report.</p> <p>Common disabilities impacted by accessibility barriers:</p>	<p>Alternative Solution:</p> <p>Describe alternative solution.</p> <p>How will the end user be informed of solution?</p>	<p>Required Resources:</p> <p>List required campus resources to accomplish alternative solution.</p>	<p>Responsible Department:</p> <p>Name, Title, and Department of parties responsible for implementation</p>
<p>Click or tap here to enter text.</p>	<p>Click or tap here to enter text.</p>	<p>Click or tap here to enter text.</p>	<p>Click or tap here to enter text.</p>

Accommodation Plan

If EEAAP workarounds are inadequate to provide equal access for a specific individual's situation, an accommodation plan is necessary.

- If the accommodation is for a student: Contact the Learning Access Program (LAP) | lap@stockton.edu | 609-652-4988 |
- If the accommodation is for faculty or staff: Contact the Office of Human Resources | 609-652-4384

Administrative Approvals

By signing this request, you affirm that the plan has been reviewed and is an acceptable solution that meets accessibility requirements and all applicable disability related legislation listed in this document. *Ownership and revision responsibility of completed EEAAPs are with the office responsible for campus implementation. Record receipt of distribution below.*

Department Chair/Budget Unit Manager (B.U.M.)	Click or tap here to enter text.	Date: Click or tap to enter a date.
Dean/DE/SLT	Click or tap here to enter text.	Date: Click or tap to enter a date.

Supplemental Information

Applicable Disability Legislation (add links)

- [Section 504 of the Rehabilitation Act of 1973 and Section 508 of the Rehabilitation Act of 1973](#)
- [The Americans with Disabilities Act \(ADA\)](#)
- [Web Content Accessibility Guidelines \(WCAG\) 2.1 AA.](#)
- [Stockton University Digital Accessibility Guidelines](#)

Document Revision & Control

Next Scheduled Review	Click or tap to enter a date.	
Revision Control Log	Click or tap here to enter text.	Date: Click or tap to enter a date.

NOTE: Retain this EEAAP document along with vendor VPAT/ACR documentation.