

# DIGITAL ACCESSIBILITY AT USI

HELP AVAILABLE

[USI.edu/accessibility](https://usi.edu/accessibility)

## WHAT YOU NEED TO KNOW

The University of Southern Indiana is dedicated to ensuring that all information resources created, managed, distributed, or purchased by the institution are accessible to everyone, including individuals with disabilities.

## THIS WORK IS GROUNDED IN THREE SIMPLE PRINCIPLES:

- ✓ It's the right thing.
- ✓ It supports effective teaching and learning.
- ✓ It's the law.

The updated ADA Title II regulations now set specific requirements for digital instructional materials used by public universities. Creating accessible content from the start helps us meet these requirements and ensures all students can fully participate in their courses. As our courses and resources continue to expand in digital and hybrid formats, accessibility needs to be a core part of how we design and deliver instruction.

## WHAT THIS MEANS FOR FACULTY

At this stage, our focus is simple! All new digital content, starting with Summer 2026 courses and moving forward, must be created with accessibility in mind. This includes materials in Blackboard Ultra, such as:

- Documents (Word, PDF, PowerPoint)
- Videos and recorded lectures
- Announcements, assignments, and discussion posts

You are not expected to fix everything at once. Instead, we are prioritizing a manageable, step-by-step approach.

### The 3Rs

As you review existing content, we recommend a simple strategy:

- RETIRE- Remove or hide content you no longer use
  - REPLACE- Replace inaccessible materials with better options whenever possible
  - REMEDIATE- Make all remaining materials accessible
- Full guidance and examples are available in our resource library.

# START HERE: HIGH-IMPACT PRACTICES

## If you do just a few things, start with these:

- Use built-in accessibility checkers in Word, PowerPoint, Adobe PDF, and Blackboard
- Add headings to organize content clearly
- Provide brief alt-text descriptions for images
- Provide a caption or description of the data shown in charts and graphs
- Use meaningful link text (avoid "click here")
- Ensure videos include captions, and audio (like podcasts) have transcripts

## CONTACT

### USI Accessibility Portal:

[usi.edu/accessibility](https://usi.edu/accessibility)

### Office Hours Sign Up:

[Open Now!](#)

### Questions or Concerns? Want to Get Involved?

Contact Jennifer Roberts,  
[jaroberts@usi.edu](mailto:jaroberts@usi.edu), 812-464-1835

## SUPPORT AVAILABLE

### • Step-by-Step Guides and Tipsheets

Ongoing development of an online library of resources for use by faculty.

### • **Built In Accessibility Tools**

Blackboard, Microsoft products, and Adobe products include built-in tools to check for accessibility and recommend fixes to improve course materials

### • **Accessibility Open Office Hours**

Planned virtual and in-person times for faculty to meet with support staff to answer questions, troubleshoot, and get support.

### • One-on-One Consultation

Sign up to meet with an accessibility expert for one-on-one support that meets your needs

## WHAT'S NEXT?

### Over the coming months, we will:

- **Share additional tools and examples**
- **Offer optional workshops and drop-in support**
- **Provide a short foundational training module for all faculty**

**This is a campus-wide effort, and we appreciate your partnership in making USI's learning environment more accessible for all students.**