



Digital Accessibility Workgroup Purpose & Operational Charge (POC) Overview

Why do we need a workgroup?

Title II of the Americans with Disabilities Act (ADA) mandates that state and local governments provide equal access to programs, services, and activities for people who are differently-abled. A seminal component of compliance with Title II involves making digital content, such as websites, content engagements, and the like, accessible. The US Department of Justice issued a final rule in April 2024 with specific requirements for digital accessibility, with most entities needing to comply by April 2026.

We need a workgroup to lead and support CoSW with Title II compliance.

What is charge of the workgroup?

The purpose of the workgroup – hereafter referred to as the **Digital Accessibility Workgroup** - is to ensure the College of Social Work (CoSW) meets the federal Title II accessibility requirements that go into effect in April 2026. The tasks are straightforward: identify the affected digital and operational systems, determine which content requires modification, and oversee and monitor work towards content compliance.

For context, in general, content can be viewed in two distinct categories: Academic and Training.

Academic content is everything pertaining to academic offerings for which people get academic credit. Examples include academic courses, academic info sessions, etc.

Training content everything pertaining to training offerings for which people do NOT get academic credit. (NOTE: Academic credit appears on a transcript, training credit does not.) Examples include CE, foster parent trainings, etc.

This workgroup is tasked with addressing both types of content.

Who is on the Digital Accessibility Workgroup?

The workgroup is comprised of a number of individuals across CoSW operations. The initial workgroup will include the following:

- Anna Chalfant
- Gary Trumble
- Emily Houp
- Patrick Reid
- Bree Williams
- Sam Williamson
- Dr. Lindsey Muñoz
- Bridget Clark
- Sheila Miracle
- Jennifer Wallace
- Melissa Whitaker
- Dr. Erin Garty

Please note that others will be included on this group, as needed, and as based on evolving standards from UK.

Who leads the Digital Accessibility Workgroup?

Dr. Lindsey Muñoz is the Digital Accessibility Workgroup Lead. In this role, she is responsible for leading group work assignments, responsibilities, and accountability check-ins. Dr. Muñoz is responsible for ensuring this workgroup meets its overarching goal(s).

Anna Chalfant will coordinate and facilitate meetings. Anna will also provide weekly updates to the Office of the Dean.

Sheila Miracle will oversee management of the TRAINING content vertical. In this role, she will oversee tasks tracking and completion. Bridget Clark will support Sheila in tracking task assignment and completion.

Drs. Shelita Jackson (SW) and Victoria Collins (CJ) will oversee the ACADEMIC content vertical. In this role, they will oversee tasks tracking and completing for their respective academic program verticals. A Fort Sam Houston representative will oversee tasks and tracking for the ARMY MSW program. Rhyan Banas will support Drs. Jackson and Collins and the FSH representative in tracking task assignments and completion.

Other members of the workgroup will coordinate/complete seminal tasks associated with their operational area.

How will the workgroup communicate with the broader faculty and staff?

Dr. Muñoz will provide bi-weekly updates to the CoSW Admin Leadership Team. NOTE: Dean Miller will brief at least 1x per week with Dr. Muñoz.

Anna Chalfant will coordinate and facilitate meetings. Anna will also provide weekly updates to the Office of the Dean.

At the request of the Offices of the Provost and President, Dean Miller is to provide monthly updates pertaining to progress. These updates are submitted by Dean Miller directly to the Provost.

Bi-weekly updates will be provided to faculty and staff via the Dean's Weekly Brief.

How will the workgroup make decisions?

Dr. Muñoz – in consultation with the Office of the Dean – is the ultimate decision maker as it pertains to this workgroup. Once a decision is reached, members of the workgroup will work expeditiously to actualize decisions.

How does this workgroup define success?

Ultimately, the success of this workgroup is defined as follows: All relevant CoSW content is deemed accessible by April 24, 2026.

What comes next?

While the workgroup has begun meeting and tracking work, Lindsey will work with Anna (and other Project Managers) to outline a revised work plan (with applicable due dates). When available, that plan will be communicated via the weekly brief.

What if there are questions about the Digital Accessibility Workgroup?

All questions pertaining to the Digital Accessibility Workgroup should be directed to Dr. Muñoz.

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