

Accessibility in Chambers Library

Policy

October 22, 2014

Chambers Library provides access to library facilities, collections, and services in compliance with Section 508 of the Rehabilitation Act of 1973 and University of Central Oklahoma (UCO) campus policies for accessibility of electronic information technology.

The Library makes appropriate adjustments as needed to ensure that all patrons, regardless of sensory, motor, or cognitive abilities, have access to library resources and services.

Physical Facilities

The Library complies with UCO guidelines to meet accessibility standards for physical facilities, including access to computer hardware, printers/copiers, and study spaces.

The Library provides individual study rooms where patrons may use personal assistive technology, including read-aloud software, and use verbal commands for computer access.

The Library accommodates service animals in accordance with ADA guidelines.

The Library provides disability work stations on each floor. The ADA workstation in Reference & Instruction on the 1st Floor, North, provides assistive technology and adaptive equipment.

Collections

Print Resources

The Library assists patrons with accessing printed materials in alternative formats, such as OCR readable PDFs, electronic formats that are screen-reader accessible, and audio files, or finds other means of providing access to print resources whenever possible.

From the date of this policy, when content is equivalent, the Library will give preference to the purchase of educational materials published in accessible formats.

Online Resources

The Library strives to ensure that all electronic and information resources that are developed, procured, or provided by the Library, comply with federal and campus accessibility guidelines. The Library works with content vendors to ensure that the needs for accessibility are known and prioritized.

From the date of this policy, the Library will, insofar as possible given the mission of providing quality content for all users, give preference to the purchase of resources that are compliant with the standards of Section 508 of the Rehabilitation Act of 1973 and will seek to purchase or renew agreements with vendors stipulating that materials will be compliant and/or available in alternative formats, and/or that the Library will have permission to create alternative formats as necessary to meet users' needs in accordance with compliance guidelines.

The Library makes every effort to ensure that its website and materials posted on its website are accessible.

Electronic informational resources acquired and/or contracted prior to the adoption of this policy will be made available in accessible formats whenever possible.

Service

Library staff addresses problems due to sensory, motor, or cognitive disabilities by providing orientation and bibliographic instruction, research consultation, assistance with the basic operation of ADA-enhanced equipment, and assistance searching library databases and retrieving materials. Staff will refer users to UCO Disability Support Services as necessary.

Library Instruction Classes

Library instructors employ multisensory teaching methods to meet the learning styles of all students, including

- oral and written instructions
- clear communications free of innuendo or underlying messages
- concise, sequential delivery of lecture content
- visual aids when appropriate, and
- repetition/rephrasing when necessary

The Library provides text-only copies of instruction conveyed by graphics and audio descriptions of visual resources when necessary.

Staff Training

Staff receive training to understand and assist with the needs of Library users with sensory, motor, and/or cognitive disabilities.

The Library coordinates with UCO Disability Support Services and UCO Legal Services when necessary to ensure that Library resources are available to all users. The Library continually re-evaluates materials and services to meet the needs of all users.

Concerns, questions or grievances with Library resources or services can be directed to the Director of Chambers Library, University of Central Oklahoma, 100 N. University Drive, Box 192, Edmond, OK 73034 or (405) 974-2883.