Purpose of the Equally Effective Alternate Access Plan
In compliance with California Government Code Section 11135 and Section 508 of the Rehabilitation Act of 1973, the University must apply accessibility standards to Electronic and Information Technology (E&IT) products and services that it buys, creates, uses and maintains. When systems, software or processes do not meet requirements of Section 508, an alternative access plan must be developed to address the accessibility issue. This form is used to describe the alternate access plan. Plan approval from the vice president of Information Technology Services is required before the procurement can commence.

Instructions
1. The requesting department is responsible for completing sections 1 through 3 below.
2. The requesting department must obtain the appropriate administrative approvals in section 4 and forward the signed form to the vice president for Information Technology Services or, in the absence of the VP ITS, the vice president for Student Affairs.
3. The EEEA plan approval vice president will either a) approve the form and return it to the requesting department for processing or b) return the form unsigned. An unsigned form indicates the plan is not approved and must be revised for compliance to Section 508.
4. The dean/division vice president or designee is responsible for forwarding the approved original document along with all associated E&IT procurement documents to the Procurement Office, providing copies to those individuals identified in section 3, subsection C (Responsible Person(s)) and maintaining a master archive of all EEAA plans. Additional copies can be provided upon request based on need-to-know.

1. Plan Creator Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Department</th>
<th>College/Division</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yin Tam</td>
<td>Information Technology Consultant</td>
<td>Technology</td>
<td>ECST</td>
</tr>
</tbody>
</table>

Office Extension: 3-6249
Office Location: E&T C246
Mail Code: Date 12/18/2019

2. Description of the Affected System, Software or Process

<table>
<thead>
<tr>
<th>Affected product is a:</th>
<th>System</th>
<th>Software Application</th>
<th>Web-based Internet Process</th>
<th>Teaching/Learning Process</th>
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System, software or process name: CADENCE
Purpose of the system, software or process: CADENCE software is used by the Electrical and Computer Engineering department to teach students Electrical Computer Aided Simulation.

3. How will “Equally Effective Alternate Access” be provided?

A. Description of the issue:
Describe specifically what part of the system, software, or process has a known accessibility issue and is not accessible per Section 508 and the CSU ATI standards. Further information on Section 508 and ATI standards can be found at http://www.calstatela.edu/accessibility/ati.

The software is generally inaccessible by persons with a visual impairment and somewhat inaccessible by persons with a motor skill impairment. We have purchased 200 licenses for all of ECE labs. Our ECE labs only have 9 PCs per lab. 9 licenses during class time.

B. Persons or groups affected:
List the person(s) or group(s) who may/will be affected by this issue, including the total number of affected persons. Groups may be specific (e.g., IT employees, engineering students, etc.) or general (e.g., general public, visitors, students only, campus employees, etc.).

Some students with disabilities department using the software is primary ECE.
C. Responsible person(s):
List the name(s) and titles of the campus employee(s) who will be responsible for providing equally effective alternate access for the specified known accessibility issue as described in subsection D.

D. If related to processes, how will EEAA be provided:
Describe in detail how the responsible person(s) will provide equally effective alternate access and what will be provided. For example, "To view room availabilities, visitors can go to a different web page that contains the same information." If "undue burden" will be invoked to this known issue, write "undue burden" here and specify that no alternate access will be provided.

E. EEAA Resources Required:
List any resources required (including training, equipment, additional staff, etc.) to provide equally effective alternate access for the known issue. If "undue burden" will be invoked to this known issue, write "undue burden" here and specify that no alternate access will be provided.

F. If related to systems or software, can the issue be repaired by Cal State L.A.:
A "No" response means that the known issue will require repair by the vendor or other third-party service provider. It does not signify an undue burden invocation for this issue; undue burden should be designated in both Numbers 4 and 5 above.

G. Repair Information:
Include the following information in this section:
- If the issue can be repaired by campus employees, provide the person responsible for completing the repairs, the completion date and a brief description of the planned repair.
- If the issue cannot be repaired by campus employees, provide a brief description or any relevant information regarding repair of the issue by the vendor or third-party service provider, as well as the completion date.

4. Administrative Approvals
By signing this request, you affirm that the plan has been reviewed and is an acceptable solution that meets California Government Code 11135, Section 508, and CSU ATI compliance requirements.

<table>
<thead>
<tr>
<th>Department Chair/Manager</th>
<th>Chris Lam</th>
<th>Date: 01/18/2020</th>
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<tbody>
<tr>
<td>Dean/Division Vice President</td>
<td>Jane Dong</td>
<td>Date: 1/13/20</td>
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5. EEAA Plan Approval

<table>
<thead>
<tr>
<th>Vice President for ITS/CTO</th>
<th>Date:</th>
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<tbody>
<tr>
<td>Vice President for Student Affairs</td>
<td>Date:</td>
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