An Update on A Multi-Year Captioning Compliance Pilot Project

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Session Overview

At last year's WCET Annual Meeting, staff from Texas Tech University hosted a highly interactive discussion on how one large public research institution was tackling captioning. This session would be a continuation of that discussion, an update on what has happened in the last year.

Goals for today's session:

- Outline Texas Tech's captioning resources
- Describe levels of captioning support (including costs and support provided)
- Summarize current campus climate at Texas Tech
- Discuss work from other institutions

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History

- Texas Tech University conducted a pilot process throughout the 2014-2015 academic year to assist with captioning needs for both face-to-face and online courses.

- Established an undergraduate Student Captioning Lab Pilot Program

- Early challenges: Time intensive for staff and students/difficult to keep stable student pool

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A Student Run Captioning Lab @ TTU

- 4 undergraduate students

- 20 hours a week each

- Trained on best practices for captioning found in the Described and Captioned Media Program's (DCMP) Captioning Key

- Utilize Camtasia

- Challenges: Accents and Technical Lectures

TTU Captioning Process Today

- All videos must be captioned, Worldwide eLearning provides captioning assistance
  - Self-captioning tutorials
  - Captioning lab
  - 3rd Party vender
- Instructors request captioning
- Captioned by priority
  - Classes with LOA first, sent to 3rd party vender
  - Remainder of videos
    - Less than 15 minutes ➡ instructor encouraged to self-caption
    - 15-40 minutes ➡ Student Captioning Lab
    - 40 minutes ➡ 3rd Party Vender

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Captioning Levels of Support

Level 1
- Videos less than 15 minutes
- Faculty or Staff caption videos utilize free or low cost software available to the TTU community

Level 2
- Videos more than 15 minutes but less than 40 minutes
- Course may not have more than 10 videos
- Internal Captioning Lab Service provided by TTU Worldwide eLearning

Level 3
- Outsourced 3rd Party Captioning
- Videos longer than 40 minutes in length
- OR if you have a LOA

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Budget Issues

- Hard to establish a line item budget for captioning

- TTU provided some central funds for the first year of this project to allow a working group of faculty and administrators to develop a long term funding policy

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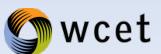# Captioning on Campus Today

- Campus Climate

- Current Funding Model

- Captioning Policy: Draft finalized and submitted to the Provost in July, 2017

Group Discussion

- What challenges has your institution faced with captioning requirements?

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Group Discussion

- What successful strategies have you implemented?

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Group Discussion

- What future plans to you have for your campus?