



Compliance Calendar

The following compliance calendar was created to assist the Compliance Partners and Cognizant Policy Officers in carrying out their duties as related to the compliance obligations of the University. The calendars include the laws, operating policies, rules, and regulations for a specific compliance area and aid in tracking the myriad reporting requirements and due dates. Compliance Partners shall assist the Cognizant Policy Officers in training the MSU community which may include informal staff meetings and monitoring through regular walk-around or continuous observation while managing a designated compliance area.

Compliance Area	Due Date(s)	Cognizant Policy Officer	Compliance Partner(s)	Representative Issues	Applicable Laws, OPs, Regents' Rules, System Regulations with Brief Description
DSS Student Report	January	Vice President of EMSA	DSS	Statistics on students registered with DSS	ADA Amendments Act of 2008 (ADAAA), Pub. L. 110-325
Web Page Scan with JAWS	Once a month every month	Vice President of EMSA	DSS/508 Coordinator/ Webmaster	Analyze random pages on MSU web for accessibility and WAVE results when needed	ADA Amendments Act of 2008 (ADAAA), Pub. L. 110-325 Section 508 of the Rehabilitation Act of 1973 29 U.S.C § 794 (d)
IDD/ASD Report	February & August	Vice President of EMSA	DSS/ADA Coordinator/ Registrar	Identify students who are on the ASD and/or IDD and programs available	TX SB37 Texas Higher Education Coordinating Board (THECB)

Compliance Area	Due Date(s)	Cognizant Policy Officer	Compliance Partner(s)	Representative Issues	Applicable Laws, OPs, Regents' Rules, System Regulations with Brief Description
Active/Inactive Files Review	February	Vice President of EMSA	DSS	Inactivate files of non-returning students; purge records over 5 years	Texas Administrative Code - Title 13, Chapter 6 Government Code, §441.180
Policy Review	March	Vice President of EMSA	ADA Coordinator/ University	Review all policies relating to accessibility or individuals with disabilities	ADA Amendments Act of 2008 (ADAAA), Pub. L. 110-325
Priority Registration	April	Vice President of EMSA	DSS/Registrar	Listing of currently registered DSS students for priority registration	ADA Amendments Act of 2008 (ADAAA), Pub. L. 110-325
Student Accessibility Survey	May	Vice President of EMSA	ADA Coordinator/ DSS	Survey from students on accessibility issues on Campus	ADA Amendments Act of 2008 (ADAAA), Pub. L. 110-325 Title II-III
DSS Student Report	December & May	Vice President of EMSA	DSS	Statistics on students registered with DSS	ADA Amendments Act of 2008 (ADAAA), Pub. L. 110-325
Computer Lab Accessibility Survey	June	Vice President of EMSA	ADA Coordinator/ DSS/Information Technology	Survey of each computer lab for accessible hardware, software, and accessibility	ADA Amendments Act of 2008 (ADAAA), Pub. L. 110-325 Section 508 of the Rehabilitation Act of 1973 29 U.S.C § 794 (d)

Compliance Area	Due Date(s)	Cognizant Policy Officer	Compliance Partner(s)	Representative Issues	Applicable Laws, OPs, Regents' Rules, System Regulations with Brief Description
Building Accessibility Survey	July	Vice President of EMSA	ADA Coordinator/ DSS/Facilities Services	Survey of each building for accessibility issues	ADA Amendments Act of 2008 (ADAAA), Pub. L. 110-325 Title II-III Texas Accessibility Standards (TAS)
Equipment Inventory	August	Vice President of EMSA	DSS	Catalog available adaptive equipment, software, and resources	ADA Amendments Act of 2008 (ADAAA), Pub. L. 110-325 Section 508 of the Rehabilitation Act of 1973 29 U.S.C § 794 (d)