

Subject: On behalf of Jeremy Haefner: Captioning Resources for Extracurricular Films and Video
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From: RIT Message Center
To: RIT Message Center



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****This message is sent on behalf of Jeremy Haefner, Provost and Senior Vice President for Academic Affairs****

Colleagues,

RIT is committed to providing an inclusive environment for all students and community members. This commitment includes ensuring that any films shown publicly on campus are captioned, including films outside the classroom and any videos shown as part of a free or extracurricular event organized by students, faculty or staff.

Any media which is shown as part of an on-campus event open to the RIT community should be fully captioned according to our [guidelines for captioning audio-visual media](#). The procedure for captioning is different than for captioning course materials; I encourage you to explore the following options for captioning films and video:

- 1) Check with the Wallace Library to confirm that the media doesn't already exist in a captioned format. Romea Montanaro, media/reserve specialist, (romea.montanaro@rit.edu) can also assist in purchasing a captioned version or direct a department on where to procure one.
- 2) Use the fee-for-service captioning offered by [RIT Production Services](#). This requires permission from the media owner.
- 3) Use [self-captioning](#) methods outlined on the captioning website.

It is important to not rely on an interpreter for multimedia content as this only offers marginal access. It is not possible for deaf or hard-of-hearing attendees to watch an interpreter and a video simultaneously and results in the participant missing vital information. It is also exceedingly difficult for interpreters to relay all the content in a multimedia format (including background noise, music, and other features) in addition to the spoken portion of films or videos.

It is our responsibility as educators, colleagues, and friends to ensure that all content featured on campus is accessible for the diverse community at RIT; I trust that you will take advantage of the many resources available from [Teaching and Learning Services](#) and [RIT Production Services](#) to update your media and materials where necessary.

Thank you for your continued commitment to improving accessibility at RIT.

Jeremy Haefner
Provost and Senior Vice President for Academic Affairs

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