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# ACCESSIBILITY PLAN

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**2009-2010**



## Introduction

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The purpose of the Accessibility for Ontarians with Disabilities Act (AODA) is to develop, implement and enforce accessibility standards in order to improve opportunities for persons with disabilities, thus guaranteeing their full participation in the community.

The aim of this report is to describe the measures that Confederation College has taken over the last year in identifying, removing and preventing barriers to all persons who access the College's facilities and services.

This report was prepared in consultation with the Accessibility Working Group (AWG), representing key stakeholders from across the College community. It is the belief of the AWG that accessibility planning helps the college to think and respond strategically to barrier removal and prevention and to integrate accessibility initiatives into planning processes. Apart from adhering to the Act, accessibility is vital to Confederation College's commitment to being a student centered environment serving students, industry and the community.

## Methodologies

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Over the past year, various methodologies were put in place to investigate potential barriers and monitor progress.

- The AWG met regularly to identify barriers and discuss issues.
- A sub-committee of AWG members was created to organize a Customer Service Policy as outlined in the AODA (Accessibility for Ontarians with Disability Act).
- An additional sub-committee was created to review and revise the Awareness Training package to ensure it met AODA standards.
- On two occasions in April 2009, a college-wide announcement was published in the weekly Communiqué newsletter requesting that staff identify barriers of any kind to the committee.
- A mass email campaign was organized to obtain feedback from students registered with the Learning Centre.

## ACCESSIBILITY WORKING GROUP FOR 2008-09

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Jeff Howie – Learning Centre (Chair)

Alice Clark – Faculty

Laura Craig – Marketing and Communications

Michael Dorval- Facilities Services

Vilma Filice – Learning Centre

Ron Fearon – Fitness Centre

Paul Inkila – Computer Services

Lisa Jack - Library

Jim Lees – Counselling

Jeannine Nagy – Human Resources Services

Jennifer Peltonen – Learning Centre

Bob Seed – Confederation College Alumni

Vince Stilla – Continuing Education

## Terms of Reference

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The Accessibility Working Group will assist in the development, review, implementation and evaluation of the accessibility plan. The Confederation College Accessibility Working Group shall advise and assist Confederation College in creating, maintaining and promoting a barrier-free environment for persons with disabilities. It shall ***“champion the plan by ensuring that strategies for addressing all barriers for all people are given high priority, resulting in changing attitudes and actions within the organization.”***

The Accessibility Work Group shall be responsible for the following:

- preparing and/or refining Confederation College’s Annual Accessibility Plan based on approved resources
- advising the College on the implementation and effectiveness of its Annual Accessibility Plan
- reviewing and monitoring Confederation College’s existing and proposed policies and practices for the purpose of providing advice with respect to accessibility for persons with disabilities to programs and services
- reviewing access for persons with disabilities to facilities that Confederation purchases, constructs, renovates, leases or funds
- informing the College community of changes and amendments to the Accessibility for Ontarians with Disability Act
- publishing and communicating the annual plan

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# BARRIERS ADDRESSED

## Physical Barriers Addressed

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Action	Purpose	Timeframe
Establishment of a dedicated rest room (Shuniah Building)	<ul style="list-style-type: none"> <li>to offer students and visitors with chronic pain/injuries an area to rest</li> </ul>	Fall 2009

## Attitudinal Barriers Addressed

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Action	Purpose	Timeframe
Revision of the College's Disability Awareness Training to reflect standards outlined in the AODA (Acquisition of on-line training)	<ul style="list-style-type: none"> <li>to ensure specific and relevant information on disability etiquette and customer service is delivered to the College community</li> </ul>	Fall 2009
Development of a College policy regarding customer service standards for individuals with disabilities.	<ul style="list-style-type: none"> <li>to develop a college-wide commitment ensuring that the needs of individuals with disabilities are included in College practices and procedures</li> </ul>	Spring 2009
Development and delivery of a transition workshop to local and area high school guidance counselors and special education facilitators. A separate transition workshop was delivered to WSIB clients and case workers	<ul style="list-style-type: none"> <li>to communicate and collaborate with high schools on the proper practices in regard to transition to post-secondary</li> </ul>	Spring, Summer & Fall 2009
Integration of disability awareness training into orientation for new faculty	<ul style="list-style-type: none"> <li>to assist new faculty in understanding the different types of disabilities that are prevalent on campus, the proper etiquette in working with students with disabilities and Learning Centre procedures</li> </ul>	Fall 2009

## Communicative Barriers Addressed

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Action	Purpose	Timeframe
Offering large-print versions of all College job postings	<ul style="list-style-type: none"> <li>to ensure that hiring practices at the College accommodate potential candidates with visual impairments</li> </ul>	Fall 2009 and On-Going
Distribution of a "Access Guide" that provides the proper format to be used for web sites	<ul style="list-style-type: none"> <li>to ensure accessibility features are incorporated into the College's website and program web pages</li> </ul>	Fall 2009

## Technological Barriers Addressed

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Action	Purpose	Timeframe
Expansion of the collection of assistive software and devices used in the Learning Centre	<ul style="list-style-type: none"> <li>to ensure students with disabilities have access to the most effective and modern software available on the market</li> </ul>	On-Going
Increase opportunities for staff and faculty to learn the benefits of assistive technology (training on programs such as Inspiration and Dragon NaturallySpeaking)	<ul style="list-style-type: none"> <li>to increase understanding of the benefits of assistive software</li> </ul>	On-Going

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# BARRIERS TO BE ADDRESSED



## Physical Barriers

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Objective	Methods of Barrier Removal	Consultation
<p>Improve physical access to existing College facilities and ensure accessibility features are incorporated into new structures constructed on campus</p>	<ul style="list-style-type: none"> <li>investigate that all counters are lowered to an appropriate height</li> <li>dedicate space to offer students and visitors with chronic pain/injuries an area to rest</li> <li>increase the number of rooms available to facilitate test accommodations for students with disabilities</li> </ul>	<p>Learning Centre Facility Services</p>

## Attitudinal Barriers

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Objective	Methods of Barrier Removal	Consultation
<p>Continue to promote awareness of disability issues to all students, staff and faculty</p>	<ul style="list-style-type: none"> <li>continue to deliver/communicate awareness training and customer service standards when dealing with individuals with disabilities to all faculty and staff as outlined by the AODA (deadline January 2010)</li> <li>continue to publish the newsletter, Unique News as a means of profiling current disability issues</li> </ul>	<p>Learning Centre Human Resources</p> <p>Learning Centre</p>
<p>Promote to the community the annual "Transition Program" for student with disabilities transitioning to post-secondary and WSIB clients entering the College system</p>	<ul style="list-style-type: none"> <li>raise awareness on the availability of services for students with disabilities at Confederation College</li> </ul>	<p>Learning Centre</p>

## Communicative Barriers

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Objective	Methods of Barrier Removal	Consultation
To improve access to information regarding Confederation College and its programs, services and procedures	<ul style="list-style-type: none"> <li>continue to promote to faculty the principles of Universal Instructional Design (UID) by developing training opportunities and resources</li> </ul>	Human Resources Services Learning Centre
	<ul style="list-style-type: none"> <li>investigate the installation of College-wide visual warning lights that activate when a fire alarm sounds</li> </ul>	Facility Services Learning Centre
	<ul style="list-style-type: none"> <li>increase contact with regional campuses to communicate services available for students with disabilities entering the College system</li> </ul>	Learning Centre
	<ul style="list-style-type: none"> <li>develop a guide outlining customer service standards when working with people with disabilities</li> </ul>	Learning Centre
	<ul style="list-style-type: none"> <li>make the College's website more accessible through the development of an access page</li> </ul>	Learning Centre

## Technological Barriers

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Action	Purpose	Consultation
Continue to install assistive technology in prominent areas of the College. (library, labs, etc)	<ul style="list-style-type: none"> <li>to improve availability of assistive technology in all areas of the College</li> </ul>	Learning Centre Library
Ensure assistive technology is available at the Area Campuses.	<ul style="list-style-type: none"> <li>to ensure all staff and students have access to the benefits of assistive technology</li> </ul>	Learning Centre Computer Services

## Summary

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The accessibility planning process at Confederation College continues to be proactive regarding the identification and removal of barriers for people with disabilities.

The committee is pleased with its achievements to date. In addition to ensuring that last year's barriers were addressed, the committee has identified and planned for the removal of several other barriers to accessibility for students, staff and visitors.

The AWG will work to ensure implementation of the 2009/2010 accessibility plan. In addition, the committee will ensure that guidelines created by the new Accessibility for Ontarians with Disabilities Act are met.

Any questions concerning the College's accessibility planning process or its progress in removing identified barriers can be addressed to Jeff Howie at 475-6461 or at [howie@confederationc.on.ca](mailto:howie@confederationc.on.ca)