

# **Accessibility Plan 2003-2004**

**Annual Accessibility Plan  
for  
Cambrian College of Applied Arts and Technology  
September 2003 - August 2004**

***Submitted to***  
Board of Governors  
September 25, 2003

***Prepared by***  
Cambrian College's Accessibility Working Group  
*This publication is available in accessible formats upon request*

## Table of Contents

### EXECUTIVE SUMMARY

1. Aim
2. Objectives
3. Commitment to accessibility planning
4. Overview of Cambrian College
5. The Accessibility Working Group Members
6. Recent barrier removal initiatives
7. Preventing new barriers
8. Barrier identification methodologies
9. Barrier review process
10. Barriers that will be addressed in 2003 -2004
11. Review and monitoring process
12. Communication of the plan

### Executive Summary

The purpose of the *Ontarians with Disabilities Act, 2001* (ODA) is to improve opportunities for people with disabilities and to provide for their involvement in the identification, removal and prevention of barriers to their full participation in the life of the province. To this end, the ODA requires that each college prepare an annual accessibility plan; consult with people with disabilities in the preparation of this plan; and make the plan public.

This year, Cambrian College committed to the continual improvement of access to college facilities for students, staff, volunteers and members of the greater community with disabilities. This is the first plan (2003 - 2004) prepared by the Accessibility Working Group of Cambrian College of Applied Arts and Technology. The plan describes: (1) the measures that Cambrian College has taken in the past, and (2) the measures that Cambrian College will take during the year (2003 - 2004) to identify, remove and prevent barriers for people with disabilities. The plan also reports on the participation of people with disabilities in the development and review of its annual accessibility plans.

Two key elements of the plan describe the on-going checklist to be undertaken by students with disabilities and the on-line *Accessibility Barrier Report* that will provide an instant response to noted barriers.

Cambrian College of Applied Arts and Technology  
Annual Accessibility Plan

**1. AIM:**

The aim of this report is to describe the measures that Cambrian College took during the current year, (2002/03) in developing an accessibility plan that will identify, remove and prevent barriers to all persons who access Cambrian College's facilities and services, including staff, students and members of the community.

**2. OBJECTIVES:**

This report:

1. Describes the progress by which Cambrian College identifies, removes and prevents barriers to people with disabilities.
2. Reviews the process Cambrian College has made in removing and preventing barriers that were identified this year in its facilities, policies, programs, practices and services.
3. Lists the facilities, policies, programs, practices and services that Cambrian College will review in the coming year.
4. Describes the measures Cambrian College will take in the coming year to identify, remove and prevent barriers to people with disabilities.
5. Describe the ways that Cambrian College will make this accessibility plan available to the public.

**3. Commitment to Accessibility Planning**

Inclusion of all students in mainstream College programs, a holistic approach to education and training, and a universal barrier-free access to facilities and assistive learning technologies continue to be Cambrian's goals.

Cambrian College has a state-of-the-art accessible facility, The Glenn Crombie Centre. This unique Centre is a multi-service student complex with specialized education and training resources and state-of-the-art assistive learning technologies.

Cambrian is continually improving its services for students with disabilities. Specific inquiries are welcome and may be addressed to the Dean of the program area that the student is interested in or to the Director of Disability Services. The following access and services are presently available:

- The main campus is largely accessible to wheelchair students.
- Parking is available near the main entrance for students with MTO disabled designated stickers. For those who use other modes of transportation, a drop-off and pick-up spot is located at the main door of The Glenn Crombie Centre
- Telephones are located throughout the building for use by students using mobility devices and students who are Deaf or hard of hearing. TTY and large pad phones are located in The Glenn Crombie Centre.
- There are accessible washrooms throughout the College. Washrooms with mobile and ceiling lifts are located in The Glenn Crombie Centre.

- Educational attendants are also available to assist in class and in other College areas such as the cafeteria.
- Services for sight-impaired students are available on request and include raised numbers on elevators, taped textbooks, and technical aids such as closed-circuit televisions, computers with synthesized speech features, large print computers, note-takers, four-track tape recorders, large print material, and personal reading scanners.
- Students with learning disabilities can benefit from taped texts, special procedures, alternative curriculum, extended time, voice recognition computers and personal reading scanners.
- Students with physical or medical disabilities can access equipment to facilitate learning. Specialized desks, voice recognition reading scanners, adaptive keyboards, switches, etc. can also be arranged.
- The Centre is equipped with personal care and resting rooms as well as an ergonomic computer lab.
- Students with hearing impairments have access to audio-adjustable telephones, FM systems, interpreter services and computerized note-taking.
- Private test facilities for students requiring assistance are available if required.
- The residences have units designed for students with physical disabilities.

#### **4. Overview of Cambrian College**

Cambrian College in Sudbury is one of the 24 colleges of applied arts and technology that comprise the Ontario College System. Established in 1967, the College System provides career-oriented education that combines theory with practical, hands-on experience to ensure an educated, skilled graduate who is more quickly and easily integrated into the work force. Cambrian has over 4,300 full-time students enrolled in business, applied arts, human services, health sciences, technology, communication and creative arts, hospitality and tourism, apprenticeship, skills, and trades, with an additional 10,500 registrations taken annually in part-time personal, professional and human resources development courses and seminars.

The College offers about 105 full-time programs, a number of which are designed specifically for the Native community, and more than 800 part-time continuing education programs, courses, seminars, customized training packages, and distance education opportunities. A number of these programs and courses are delivered in a distance education format—through teleconferencing, independent study, and the Internet.

Cambrian's commitment to its many communities is evidenced by the Wabnode Institute Division, the College's centre for the advancement of Native education; by its status as a leader in the field of employment and education equity; and by its status as a leader in meeting the needs of persons facing a variety of learning challenges.

## ***Mission Statement***

The Cambrian community includes every person who participates in the life of the College. We provide opportunity for people of all abilities and backgrounds to discover their potential and fulfill their aspirations.

### ***It is our mission to:***

- Provide opportunities for educational, vocational, professional, social, linguistic and cultural development
- Create an innovative learning experience to meet diverse and changing needs
- Promote a sense of pride and achievement through the recognition of personal accomplishment
- Enhance quality of life by encouraging the development of life-long learning skills
- Anticipate and identify social and economic opportunities and challenges
- Foster a Northern Spirit and draw upon our northern heritage and its cultural diversity

As members of the College community, we shall achieve our mission by making the following values explicit in our attitudes, decisions and actions:

### ***Respect***

- We respect the dignity and uniqueness of each individual
- We believe in the fundamental right of people to realize their potential
- We value the cultural and linguistic heritage of each person

### ***Trust***

- We believe in the integrity of each person and that his/her motives are trustworthy
- We trust each other as individuals, sharing ideas, seeking opinions and accommodating differences

### ***Excellence***

- We strive for excellence in all of our endeavours
- We take pride in providing services of the highest quality

### ***Creativity***

- We value originality and vision
- We encourage initiative and flexibility
- We promote creativity in its broadest form of expression
- We challenge each person to be a risk-taker to fulfill his/her maximum potential

## 5. The Accessibility Working Group Members

The accessibility working group was formally constituted in May 2003 and consists of the following members:

### List of working group members

<i>Working Group member</i>	<i>Department</i>	<i>Contact information</i>
<i>Susan Alcorn MacKay</i>	<i>Glenn Crombie Centre – Chair</i>	<i>Samackay@Cambrianc.on.ca</i>
<i>France Quirion</i>	<i>Registrar</i>	<i>Fxquirion@Cambrianc.on.ca</i>
<i>Claude Belcourt</i>	<i>Faculty – on-line</i>	<i>Clbelcourt@Cambrianc.on.ca</i>
<i>Larry Bouchard</i>	<i>Dean</i>	<i>Lnbouchard@Cambrianc.on.ca</i>
<i>Bob Hurly</i>	<i>Human Resources – ACAATO Rep</i>	<i>Rchurly@Cambrianc.on.ca</i>
<i>Barbara Parissenti</i>	<i>Library</i>	<i>Bjparissenti@Cambrianc.on.ca</i>
<i>Darrell Grenier</i>	<i>Student</i>	<i>Darrell14@hotmail.com</i>
<i>Alain Belanger</i>	<i>Student</i>	<i>Allanbelanger@sympatico.ca</i>
<i>Sherrill McCall</i>	<i>Continuing Education</i>	<i>SImccal@Cambrianc.on.ca</i>
<i>Barbara Pontes</i>	<i>Glenn Crombie Centre</i>	<i>Bepontes@Cambrianc.on.ca</i>
<i>Carmen McKerral</i>	<i>Glenn Crombie Centre</i>	<i>Camckerral@Cambrianc.on.ca</i>
<i>Robert Pelletier</i>	<i>Glenn Crombie Centre</i>	<i>Rrpelletier@Cambrianc.on.ca</i>
<i>Janina Petrenas</i>	<i>Faculty</i>	<i>Jvpetrenas@Cambrianc.on.ca</i>
<i>Jean Guy Robichaud</i>	<i>Faculty</i>	<i>Jgrobichaud@Cambrianc.on.ca</i>
<i>Guy Charron</i>	<i>Residence &amp; Grounds</i>	<i>Gpcharron@Cambrianc.on.ca</i>
<i>Cora Vandendriessche</i>	<i>Computer Services</i>	<i>Cmvandendrie@Cambrianc.on.ca</i>
<i>Ray Carr</i>	<i>Faculty</i>	<i>Rccarr@Cambrianc.on.ca</i>
<i>Joan Ashick</i>	<i>College Services</i>	<i>Jmashick@Cambrianc.on.ca</i>
<i>Katherine Hilyer</i>	<i>Computer Services</i>	<i>Kahilyer@Cambrianc.on.ca</i>
<i>Leo Oman</i>	<i>College Services – ACAATO rep</i>	<i>Lvoman@Cambrianc.on.ca</i>
<i>Dale Shain</i>	<i>Glenn Crombie Centre</i>	<i>Dkshain@Cambrianc.on.ca</i>

### 5. Recent Barrier-removal Initiatives

Over the past five years, Cambrian has included consideration for persons with disabilities. The Campus Safety Committee was struck with a mandate to ensure campus safety including that for persons with disabilities.

### 7. Preventing new barriers

Through the Accessibility Working Group, the College will continue strive for a barrier free environment. For example, Cambrian recently completed the construction of the eDome (electronic delivery of modular education) and provided a complete FM system to address the needs of participants who are hard of hearing.

## 8. Barrier-identification Methodologies

The Accessibility Working Group used the following barrier identification methodologies:

<b>Methodology</b>	<b>Description</b>	<b>Status</b>
Presentation to Senior Administration	Opportunity for input and feedback	Ongoing
Presentation to College Council	Opportunity for input and feedback and awareness	Annually
Memo to employees	Describe the working group composition and initiatives for the coming year	By September 2003
Information to students	Describe the working group composition and initiatives for the coming year through advertisements on student 411, The Shield, posters in student area and student handbook	By November 2003
Focus groups	The College will organize focus groups for staff and students with disabilities to discuss barriers and solutions.	Mid semester focus groups with reports submitted to Accessibility Working Group by May of each year
College-wide checklist	All facilities will be inventoried by a team of students with disabilities using a check list designed with CSA Standards as the guideline. Information will be compiled for the Accessibility Working Group's regular meetings	On-going
Accessibility Barrier Report	An on-line accessibility barrier report will be available for staff and students to describe barriers they encounter	On-going starting Sept 2003
Community consultations	The college will provide opportunities for the community to provide feedback to the Accessibility Plan through the contacts of the Glenn Crombie Centre for disability services.	Ongoing with report submission to Accessibility Working Group by May of each year

## 9. Review of Barriers

During this year, the Accessibility Working Group developed a process to review the entire college over the coming year, 2003-2004. A plan of action to identify and make recommendations for addressing those barriers will be developed, including a timeline for removal. Sub committees have been formed with a mandate to report to the Accessibility Working Group (AWG) by December 2003.

### **Checklist completion**

We feel that students with disabilities are our major stakeholders. Therefore, the committee has decided to hire students with disabilities to work with the facilities management to inventory the entire plant and identify barriers from a variety of perspectives. Further, the on-line *Accessibility Barrier Report* will be a tool to provide immediate redress for barriers identified by the student population and general public. These reports will be acted upon immediately and will provide valuable information to the Accessibility Working Group.

These two approaches will provide timely communication of areas of concern.  
**Working Group Sub Committees**

<b>Area</b>	<b>Mandate</b>	<b>Members</b>
<b>Information</b>	Books, forms, Web-based resources, Web-site	D. Shain, C. McKerral, C. Vandendriessche, C. Belcourt, A. Belanger, J. Moreau, B. Bouchard
<b>Instructional Issues</b>	Classroom learning and materials including on-line	J. Petrenas, J.G. Robichaud, S. McCall
<b>Policies and Practices</b>	Departmental and College wide	S. Alcorn MacKay, F. Quirion, B. Hurly, K. Hilyer
<b>Physical</b>	Furniture, doors, security	G. Charron, L. Oman, J. Ashick, A. Sauve
<b>Communications/Service Delivery</b>	Public announcements, external relations, switchboard,	B. Pontes, K. Hilyer, R. Pelletier, D. Shain
<b>Building environment</b>	Exterior, washrooms, parking	L. Oman, G. Charron, G. Toikka
<b>Technological</b>	Computers, telephones,	B. Parissenti, R. Pelletier, D. Grenier
<b>Recreational</b>	Gym, fields	G. Charron, D. Grenier

**10. Barriers to be addressed in 2003 - 2004**

The Accessibility Working Group will identify and prioritize barriers in all areas during the coming year in response to reports from sub groups.

**11. Review and monitoring process**

The Accessibility Working Group meets regularly during the planning year to review progress. Throughout the year, evaluation of the effectiveness in implementing the barrier-removal and prevention strategies will be ongoing in preparation for the second year of accessibility planning. The Working Group reminds staff about roles in implementing the plan. Minutes of meetings will be available.

**12. Communication of the plan**

The Cambrian College accessibility plan will be posted on the college Website at [www.cambrianc.on.ca](http://www.cambrianc.on.ca) and hard copies will be available. The plan can be made available in accessible formats. The plan will be included in orientation package to new staff.

Contact information for accessible format requests: 705-566-8101 ext. 7420