



ACCESSIBILITY PLAN - 2020-2024

CATEGORY: Student Support Services - Accessibility Services, Library, etc.

Area Evaluated	Accessibility Issue/Concern	Strategy for Improvement	Status
Accessibility Services (South Campus)	Front counter not accessible	Bring forward to Facilities Mg.	Completed 2020/21
	Door to testing area lacks automated dooropener	Bring forward to Facilities Mg.	Completed 2020/21
	Student waiting room is not wheelchair friendly	Remove barriers for appropriate space	Completed 2020/21
SCCA – Student Services Rm 10 Zekleman buiding	New entrance to Student Services does not have door opener	evaluate options	In process
	Accessible entrance to Zekleman building is on Ouelette Entrance making it difficult to get to	investigate possibility adding lift to Pitt St entrance	In process
Library (South Campus) and AV	Counter too high for wheelchair accessibility	Lower counter level	Completed 2020/21
	Wheelchair is difficult get through the library door and security system.	Explore options for adjusting security structure	In process
Accessibility Services (Thames Campus)	Insufficient space for accommodated testing	Use available space	Completed and ongoing
	Lab too small to meet training needs	Use available space (dedicated meeting room)	Completed and ongoing
	No interim computer support for students during wait for computer purchase	Extend lab hours	Completed 2021/22
		Prurchase laptops with assistive software for loan	Completed 2021/22
	Not enough digital recording devices for student use	Buy more digital recorders	Completed 2021/22
Library (Thames Campus)	Wheelchair is difficult get through the library door and security system.	Consider moving security structure or button opens both doors.	In process
	Button location is challenging when exiting the library.	Move button or automatic sliding doors	In process
Campus Bookstore (Main and Thames Campus)	Wheelchairs unable to get between the aisles	Increase distance of aisles (no space available)	Completed 2021/22
Instructional Delivery	Training needed for faculty to present digital materials in an accessible way	Continue to include Blackboard technology	Completed and Ongoing
		Continue faculty PD on Educator Awareness	Completed and Ongoing
		Creation of a guide to digital accessibility for faculty	In process

**CATEGORY: College Wide - Physical Environment -
Signage, Elevators, Lighting, Curbs / ramps, etc.**

Area Evaluated	Accessibility Issue/Concern	Strategy for Improvement	Status
Alarms - All Campuses	Some parts of buildings are not equipped with visual alarms for deaf students.	Facilities Mgt. to replace as budget / time permits	Ongoing
Lighting – All Campuses	Lighing could be brighter to benefit visually impaired students	Installation of new LED lighting	Completed and Ongoing
Internal Elevators	Improve signage to direct to more accessible elevators.	Develop a standard for internal signage	Completed 2020/21
	All elevators do not have appropriate handrails	Install handrails - facilities investigating	Completed 2020/21
	Some braille signage near elevator is too high throughout campus	facilities mgt investigating	Completed 2020/21
	Insufficient unobstructed space for wheelchairs to turn in West elevator and Thames campus	Install mirror so wheelchair users may be able to See door opening behind them.	Suggested
Automatic doors not working properly - ALL CAMPUSES	Reports of automatic doors not working properly coming from staff/students.	All accessible doors have been repaired. A monthly audit is now being completed by Security and Facilities actions deficiencies.	Completed 2021/22
Internal Signage - Room Numbers - ALL CAMPUSES	Not all rooms are clearly marked by visual and tactile signage all at an appropriate height to be visible to persons in wheelchairs.	Renumbering of all doors at each campus with accessible signage.	In process
External Pedestrian Routes	Routes to entranceways not adequately signed with visual and tactile signage	Develop a standard for external signage	Completed 2021/22
Offices of Initial Student Contact - Main Campus	Students with a vision disability lack accommodation for reading and signing documents	Digital systems have been purchased.	In process
	Services areas are spread throughout the college making navigation for students with mobility issues difficult.	Addition of a Welcome Centre bringing all service areas to one central area.	In process
Internal Washrooms - ALL CAMPUSES	Replace light switches with automated lighting - a person in a wheelchair cannot turn on/off light switch due to height	Remove light switch stickers "turn off lights" and investigate ongoing replacement to motion censored lighting	Completed 2020/21
	Not all stalls are 60" x 60"	Washrooms to be upgraded if feasible	Ongoing
	Some handles and locks are too difficult	Replace with accessible latches as identified.	Ongoing
Adjustable tables in classrooms - ALL CAMPUSES	No accessible tables for wheelchair in various lab/classrooms	Addition of adjustable tables as needed / identified.	5 Additional Tables Were Installed in 2021/22

Area Evaluated	Accessibility Issue/Concern	Strategy for Improvement	Status
Door handles on classrooms not accessible - ALL CAMPUSES	Handles need to be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist.	Addition of lever handles on all classrooms	Completed 2021/22
Internal Floors	Some floors may be slippery	Slip-resistant treatments would be helpful; provide carpet/mat at high traffic entrances for wiping feet. Floors are monitored by maintenance staff daily.	Completed and ongoing
Student Centre – South	SC 112- Door to The SRC office lacks automated door opener	investigate possibility of installing automatic door opener	Completed 2020/21
	NW Vestibule (Student Centre)- the doors leading into that area cause concern	Investigate possibility of installing automatic door opener.	Completed 2020/21
	Entrance to Student Centre from main hallway- doors lack automated door opener	investigate possibility of installing automatic door opener	Completed 2020/21
	Computer lab doors in the Student Centre are not accessible.	Requires door operators installed	Suggested
4th floor corridor (South)	Two sets of doors from elevator with no accessible buttons	Work with facilities to correct	Completed 2021/22
	No accessibility button to washrooms (across from Rm 407)	Make renovations to areas to make them accessible	Completed 2021/22
	Women's washroom not accessible		
3rd floor (South)	Accessibility button to men's washroom across from room 309 not convenient to those in wheelchair.	Make renovations to areas to make them accessible	Suggested
2nd floor (South)	Accessibility button to men's washroom near room 209 not working	Make renovations to areas to make them accessible	Completed 2020/21
	Whiteboard is often blocking accessibility button near room 209		Completed 2020/21
1st floor (South)	Label on washroom doors near Rm 157 indicate they are wheelchair accessible but there is no accessibility button	Make renovations to areas to make them accessible	Completed 2020/21
	Washroom door not accessible 147C		Completed 2020/21
Basement (South)	Accessibility Button required for entrance to hallway leading to rooms 81-88	Make renovations to areas to make them accessible	Completed 2020/21
Health Centre (South)	Brochures and information on display outside of Health Centre are too high and not accessible	Recommend lowering the brochure and Information rack	Completed 2020/21
Residence	No accessibility buttons to washrooms in main lobby		Completed 2021/22
	No student rooms have door openers on them	Addition of 2 rooms that are fully accessible	Completed 2021/22
	Need for hooyer lift and hospital bed for students with mobility needs.	Purchase and installation of lift and bed	Completed 2021/22
	No accessibility buttons to back entrance/patio		Completed 2021/22
	No emergency exit blankets located at stairwells		Completed 2021/22

Area Evaluated	Accessibility Issue/Concern	Strategy for Improvement	Status
E Block (landscaping building)	No accessibility to building (Rm 192) and washrooms	Renovations suggested are difficult to to age of building	Suggested
G Block (landscaping building)	No accessibility button to internal/external doors		Suggested
Other	Repaint "no Parking zone" in parking lot located in front of Lot A	Renovations completed in August 2021	Completed 2021/22
	Renovation of Parking Lot A to include additional Barrier Free parking and contrasting-color warning strips with raised domes at the bottom of new curb ramps	Renovations completed in August 2021	Completed 2021/22
	Addition of adult change table on Main Campus to serve the CICE program	Change table installed in room 147B in proximately to CICE programs.	Completed 2021/22
	Some Drinking fountains are not assessable to those in wheelchairs.	Lower drinkiing fountains where possible.	Ongoing
Main washroom in basement - SCCA	No handicap stall in women's washroom	Renovations suggested	Suggested
	No handrails in men's nor woman's washroom Towels are up too high		
Basement Corridor (in front of elevator) - SCCA	Accessible button on wrong wall Bench located in front of button	Bring forward to Facilities Management	Suggested
Thames Campus	Vending machine area is not accessible	Bring forward to Facilities Management	Completed 2020/21
Healthplex (South)	Need for emergency exit blankets located at stairwells		Completed 2021/22
	Microwave in South side snack area is not accessible	Provide a lower table for microwave	Completed 2021/22
Sportsplex (South Campus)	Ramp in front of Accessible Parking spot	Facilities Management investigate	Completed 2020/21
Registrar's office	Wheelchair or walker	Registrar office investigating new options	Completed 2020/21
SRC Copy Centre	Counter is not Wheelchair accessible	Renovations needed.	Suggested
2 nd Floor Bridge to FCEM from Main building not accessible.	Outdoor walkway is uneven and is not accessible by wheelchair	Remove step from both entrance/exits, even out the floor and install automatic door openers.	Completed 2020/21
Parking (Thames)	Some accessible spaces only have painted ground signage	work request for additional posted signage	Completed 2021/22
Main Entrance sidewalk (Thames)	Smoking stand needs to be removed from sidewalk currently a barrier for wheel traffic (chair/walker/scooter)	work request needed	Completed 2020/21
Room 136 (Thames)	Steps do not have demarcation (contrasting/yellow) colouring	Facilities Mgt investigate	Completed 2020/21
Registration (Thames)	Wheelchair cannot get underneath to provide student a flat writing surface.		Completed 2020/21
Room 116 & 118 (Thames)	Need rails, no table seats (same as 127&1280	Investigation for classroom upgrade	In progress
Room 127/128 (Thames)	No rails; no table seats	classroom upgrade needed	Completed 2021/22
Trade Tech Wing (Thames)	Phone by instructor offices too high for wheelchair		Completed 2021/22
Thames Lobby	Key information/location signage is needed at main entrance (elevator/ washroom/service areas, etc.)	Completed with renovations to main lobby in August 2022	Completed 2021/22
	Centre vertical bar is not clearly marked	Contrasting stripes added	Completed 2021/22

Area Evaluated	Accessibility Issue/Concern	Strategy for Improvement	Status
TD Centre	Lighting in stairway to 2nd floor is low	Facilities Mgt investigate	Completed 2020/21
	2nd floor is not accessible	mirrored services available on first floor	Completed 2020/21
TD Centre	No quiet room/accessible software on a dedicated computer	SRC is investigating possibility (Note: Main floor meeting room now equipped with software)	Completed 2020/21
MediaPlex	Room 111 needs adjustable desk	work order required	Completed 2020/21
SCCA - signage	Signage is not readily accessed/visible or clear	identify needs and bring forward	Completed 2020/21
SCCA - 4th floor Academic Admin/ Faculty Offices	Counter/desk is too high	investigate option	Completed 2020/21
	Phone to contact faculty is too high	work order required	Completed 2020/21
	Faculty now have use of an accessible meeting room (Rm 432)		Completed 2020/21
	Door is too small (chair cannot get through)	Bring forward to Facilities Management	Completed 2020/21
SCCA – 4th floor	Resource room room layout is not accessible.	Room is now fully accessible	Completed 2020/21
	Schedules posted outside of School of Media Art and Design are too high		Completed 2021/22
Front Entrance of Building – SCCA	Button is too small and needs to be reset on occasion		Suggested
SCCA – Concession Area, 2nd floor	Counters too high at service area and where cutlery and condiments are provided		Suggested
	Menus should be provided in alternate format to accommodate those with vision disabilities		Suggested
SCCA – Canada Trust Lounge Area	Tables are tight to bar area – tough for wheelchair passage		Suggested
SCCA – Bathroom Lift	Only one wheelchair accessible washroom with lift in entire building – located inconveniently in the Chrysler Theatre		Suggested
SCCA – 2nd floor	Doors to elevator from Skyline Room are not accessible – no automatic doors		Suggested
SCCA – Port of Windsor Room & Dieppe Room	No automatic doors		Suggested
SCCA – Room B13	Not accessible		Suggested

CATEGORY: Communication / Publications
Website, Handbook/Calendar, etc.

Area Evaluated	Accessibility Issue/Concern	Strategy for Improvement	Status
Marketing	Ensure website accessibility to AODA standards	Third party accessibility audit conducted on a regular basis	Completed and ongoing
Registrar's Office	Counsellors do not have access to specific computer screens		Completed 2021/22
College Website – Student Services Page	Counsellor names outdated	Update names with new staff	Completed 2020/21
	Off Campus Resources list incomplete	Include Teen Health Centre	
	Information regarding Interpreting Services Form to be filled out at Deaf and Interpreting Services Office is incorrect – now online process	Rewording of instructions for accuracy	
College Website – Career Central Page	No mention of services offered to students with disabilities	Offer Job Coaching, employer education re: hiring graduates with disabilities, modified workplaces, technical devices, sign language interpreting services etc.	Completed 2020/21
College Website – Sports Plex/Health Plex	No mention of services offered to students with disabilities	Offer/highlight accessible fitness classes, specialized equipment etc.	Completed 2020/21
College Website – General	No mention of our accessible campuses, and residences	Need to include this in our marketing. This information should be visible to students	Completed 2020/21
College Website – General	Campus Tour Request form does not include space to indicate the need for any special needs/requirements for tour	Include a space for students to request additional support or accessibility needs on the online form	Completed 2021/22
	Online campus maps do not highlight all accessible washrooms and parking areas	Update maps	Completed 2021/22
Bursaries and Scholarships	Bursary and Scholarship information specifically for students with disabilities is not readily available	Need additional methods to convey this information to incoming students as well as current students.	Completed 2020/21
		Establish a marketing strategy.	
Convocation	Students require a method of communication to inform organizers of convocation of a disability	Student Services is investigating	Completed 2021/22
College Promotional Videos	Not all material has Closed Captioning	Ensure that all videos and You Tube material is Closed Captioned	Completed and Ongoing