

# 2018 Accessibility Annual Report



**Submitted by:**  
*The Fleming Accessibility Steering Committee*  
**Coordinated by:**  
*Lynda Staples / Nick Duley*  
**Approved by:**  
*The Senior Management Team*

## Executive Summary

Fleming College strives to provide an inclusive learning and working environment for all students and employees, and an accessible facility that serves its community. To that end, Fleming College ensures it meets accessibility standards as laid out by the *Accessibility for Ontarians with Disabilities Act (AODA)* and its related Standard Regulations. The purpose of the AODA 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 AODA mandates that each college carry out accessibility planning. This year's annual report addresses the final year of the college's Multiyear Accessibility Plan (2015-2018) objectives.



## The Fleming Commitment to Accessibility

*At Fleming College, we are committed to building an inclusive and accessible learning and working environment. We believe in and promote the rights of all persons with disabilities as enshrined in the **Canadian Charter of Rights and Freedoms**, the **Ontario Human Rights Code**, and the **Accessibility for Ontarians with Disabilities Act (AODA 2005)** and its related **Accessibility Standards Regulations**. The College supports the intent of the AODA and its goal of achieving accessibility for Ontarians with disabilities with respect to goods, services, facilities, accommodations, employment, buildings, structures and premises. The College also affirms the rights of all persons, including those with disabilities, to have access to equal opportunity in employment, education, accommodation or business dealings with the College. The College further affirms its commitment to promoting the following principles in all of its policies and interactions with persons with disabilities:*

**Dignity** - *treating those with disabilities as customers and clients who are as valued and deserving of effective and full service as any other customer.*

**Independence** – *freedom from control or influence of others; freedom to make your own choices.*

**Integration** – *allowing people with disabilities to fully benefit from the same services, in the same place and in the same or similar ways as others.*

**Equal opportunity** – *having the same chances, options, benefits and results as others.*

# Table of Contents

- Executive Summary..... 1***
- The Fleming Commitment to Accessibility..... 1***
- Section 1: Introduction..... 3***
  - Description of Fleming College ..... 3
  - The Accessibility Steering Committee ..... 3
  - Legislative Updates ..... 3
- Major Successes in 2017-18 ..... 4***
  - Sutherland Campus - A Wing Renovation..... 4
  - Frost Campus - Geo Center & Environmental Sciences..... 5
- Section 2: 2017– 2018 Accessibility Report ..... 5***
  - Integrated Standards (IASR) ..... 5
  - Multi-Year Plan..... 5
  - Training ..... 5
- Information and Communications Standard ..... 6***
  - Accessible formats and communication supports..... 6
  - Emergency procedures and public safety information ..... 6
  - Websites and web content..... 6
  - Accessible or conversion-ready electronic formats of educational or training resources / material as needed. .... 7
  - Provide accessibility awareness training to educators. .... 7
  - Accessible format or conversion-ready textbooks and training material. .... 7
  - Built Environment Standard: ..... 7
  - Communication of the Report & Contact Information ..... 8



## Section 1: Introduction

### Description of Fleming College

Fleming College is an Ontario public College of Applied Arts and Technology. Located in the heart of Central Ontario, Fleming College has campus locations in Peterborough, Lindsay, Cobourg and Haliburton. Named for famous Canadian inventor and engineer Sir Sandford Fleming, the College features more than 120 full-time programs in Arts and Design, Community Development and Health and Wellness, Justice and Community Development, Continuing Education, Environmental and Natural Resource Sciences, Trades and Technology, and Business. Fleming College has more than 6000 full-time and 10,000 part-time students, more than 71,000 alumni, and approximately 1200 full and part-time employees.

### The Accessibility Steering Committee

The Steering Committee is comprised of senior leaders representing all areas of the college who champion and are accountable for the successful planning and implementation of the AODA. Coordinated by the Accessibility Facilitator, and overseen by the Vice-President, Human Resources.

### **Members of the 2017 – 2018 Accessibility Steering Committee:**

Drew Van Parys, Executive Director – Marketing & Advancement

TBD, Vice President, Academic

Kristi Kerford, Associate Vice President, Student Services

Lynda Staples, Accessibility Facilitator

Nick Duley, HR Consultant, & Human Rights Officer

Roger Fitch, Chief Information Officer

Red Keating, Director, Counseling and Learning Support Services

TBD, Vice President, Planning, Human Resources & Student Services

Terry Williams, Director, Physical Resources, College Facilities

### Legislative Updates

In December 2017, the Accessibility Directorate of Ontario announced two new Standards Development Committees were underway. The Education Standards Committees for K-12 and PSE. The committees has been decided and commenced for

two sessions. The new Provincial government has put a temporary hold on these sessions for the duration of 2018.

## Major Successes in 2017-18

Fleming College achieved numerous successes this past year, continued development of working groups that engaged more employees in implementing accessibility in their Departments and Schools. As members of these committees have gained more knowledge and skills in applying an accessibility lens to College services, our capacity to make broader institutional change continues to grow.

The major construction projects at Sutherland and Frost campuses are now complete.

### Sutherland Campus - A Wing Renovation

The “A” Wing at Sutherland Campus was constructed in 2 stages in the early 1970’s. Many internal renovations have taken place since initial construction, however the character has essentially remained, and little consideration has been given to the exterior envelope and related systems. The existing lab, classroom and general circulation spaces are dated and worn, and the exterior envelope of the building routinely experiences ingress of water and cold/ warm air dependent on exterior weather conditions.



### Architects Rendered Drawing of the new A Wing

The project employed sustainability and energy focused improvements to the building envelope, lighting, power and electrical systems. Development and renovation of health, culinary, science and justice related lab spaces along with renewed circulation, social, classroom and office spaces now provide versatile, flexible, and dynamic spaces for ongoing College Academic activities.



## Frost Campus - Geo Center & Environmental Sciences

The Geology and Environmental Sciences areas at Frost Campus have essentially remained in their initial state since construction in the early 1970's. Very few minor renovations or upgrades have taken place in these areas of the building. The existing laboratory, classroom and general circulation spaces were dated and worn, accessibility between floors was a challenge, and the general access to this portion of the building did not present well and was not easily visible.

This project addressed these and other needs by creation of a new exterior entrance, and an interior renovation creating versatile, flexible, dynamic learning labs and spaces for College Academic activities.

Architects Rendering of the Exterior of Frost Campus



## Section 2: 2017– 2018 Accessibility Report

*The Accessibility Steering Committee reports that the following objectives were addressed in 2017-18, listed by area.*

*For more information about the AODA Standards, and a full list of regulations, please go to: [Ontario Accessibility Laws](#)*

### Integrated Standards (IASR)

#### General Requirements:

#### Multi-Year Plan

The 2015 – 2018 multi-year action plan has been extended to March 2019 and will be updated with a new plan to coincide with the College's new Strategic Plan.

#### Training

- Employee participation rates in the online IASR module continues to be strong, with almost 100% of full-time employees completing the required training.
- In an ongoing commitment to accessibility awareness training the Accessibility Facilitator gave the following presentations:
  - Guest speaker in student classes on accessibility best practices and the AODA compliance.
  - Working with IT students on a mobile wayfinding app for students with disabilities.

- Participated in a faculty retreat where an Accessibility Scavenger hunt was done to showcase awareness of the disability community at Fleming.
- Participated as a presenter in an all day workshop to faculty on the requirements of retroactive accommodations for students with disabilities.
- Keynote speaker on the AODA at the Peterborough Engineering Symposium hosted at Fleming.
- One on one support to faculty and staff on accessible documents continues.

## Information and Communications Standard

Accessible formats and communication supports.

Accessible Education Services has continued to support students with disabilities in accessing accessible format and communication supports.

The College's IT department continues updating documentation residing on the College website to be AODA compliant. Accessible formats continue to be available on request. IT and the Accessibility Facilitator will provide support during this process.

Emergency procedures and public safety information

- The Emergency page specifically for Persons with Disabilities has been updated to include the locations of the refuge areas.
- New signage identifying refuge areas has started and will be completed in early 2019.
- Refuge areas can also be accessed through the mobile app Fleming Safe
- Emergency Procedures have also been posted throughout all campuses in large font color poster format.

Websites and web content

- [Fleming College](#) website was updated and launched in September which conforms to WCAG 2.0 Level AA.
- An Accessibility link was added to the bottom of the home page.
- Site Improve is continuing to be run weekly for compliance.
- Consistent with the experience of many PSE institutions, conversion of existing pdf-based content to accessible standards (1,500+ documents) has proven to be challenging. The college is exploring alternatives to address the issue from a technical perspective.
- All web materials are available in alternate formats upon request.

Accessible or conversion-ready electronic formats of educational or training resources / material as needed.

The AODA Academic Working Group continued to expand its representation from different Schools and Departments and continues strategic planning work and implementing the Academic Plan as it addresses accessibility. The Working Group also has a re-occurring agenda item that examines all types of academic accommodations as required by Ontario Human Rights Code medical documentation guidelines.

Provide accessibility awareness training to educators.

Human Resources will continue to track and report on training outcomes for core mandatory modules. To date 900 Fleming educators including full and part-time faculty have completed the mandatory Universal Design for Learning module. The College is pleased with the full-time rates of participation and Human Resources continue to communicate with those who have not completed the training as well as their managers. Regular turnover of part-time faculty and the high numbers of short-term contracts at the Haliburton School of Art and Design (such as one-week art course instructors) continue to present challenges to participation and the remaining part-time faculty will be addressed through different strategies, such as a weekly summer orientation program at Haliburton.

Also, Support Staff were instructed on how to create accessible documents and fillable forms. The Accessibility Facilitator is continually collaborating with Learning Design and Support Team (LDST), for the purpose of embedding accessibility within their learning practices.

In order to continue to provide accessible learning, academic leadership will regularly continually reinforce the need for further training for support staff and faculty.

Accessible format or conversion-ready textbooks and training material.

Accessible formats continue to be available on request. To date there has been 354 requests made and completed for 2018.

Built Environment Standard:

**Provide accessible public spaces.**

Infrastructures improvements completed in 2018 are:

- Additional automatic door operators on interior and exterior doors
- Upgraded and improved ramp access of doors to student patio areas
- Emergency flashing light system for Deaf and Hard of Hearing at Cobourg campus
- New improved signage for emergency refuge areas
- Two new all gender washrooms created in the newly constructed A wing



### Communication of the Report & Contact Information

Copies of this report are available on the MyCampus portal, and on the external College web site under Reports and Planning / Accessibility at Fleming College:  
[Accessibility at Fleming College](#)

The report is also available upon request in an alternate format, such as by e-mail attachment, on computer disk, in large print, or in Braille. For a copy or any other information about the annual plan, please contact:

Lynda Staples, Accessibility Facilitator,

705-749-5520 ext.1133

[Lynda.staples@flemingcollege.ca](mailto:Lynda.staples@flemingcollege.ca)