

Work Plan for the Coordinated Accessibility Strategy (November 13, 2018)

Considerations for Carleton University's Coordinated Accessibility Strategy

As a community, Carleton is committed to continue to build a culture of accessibility. Carleton's commitment to creating an accessible campus can be traced back to the earliest years as an institution. The Carleton University Strategic Integrated Plan (SIP) 2013-2018 highlighted accessibility as one of Carleton's values. A key performance measure identified in the SIP is the creation of a Coordinated Accessibility Strategy. The development of this strategy will serve as a framework to guide Carleton's ongoing commitment toward a campus that is accessible and inclusive.

In order to create an outline and proposed next steps for the Coordinated Accessibility Strategy, the Office of the Vice-President (Students and Enrolment) (OVPSE) conducted preliminary individual interviews with campus representatives from academic and administrative units, student services, and student groups. The interviews resulted in the identification of [seven broad themes](#).

- Education and training
- Research and development
- Student support services
- Employment and employee support
- Physical campus
- Information and communication
- Coordination and leadership

In this context, accessibility is understood broadly, including but not limited to academic accommodations, with the following definition adopted for the Coordinated Accessibility Strategy:

“Accessibility is best defined as the provision of flexibility to accommodate each [individual's] needs and preferences;¹ when used with reference to persons with disabilities, any place, space, item or service, whether physical or virtual, that is easily approached, reached, entered, exited, interacted with, understood or otherwise used by persons of varying disabilities, is determined to be accessible.”

Source: United Nations Department of Economic and Social Affairs Division for Social Policy and Development, *Accessibility and Development Mainstreaming disability in the post-2015 development agenda* (United Nations, 2013), available from <https://www.un.org/development/desa/dspd/2013/12/24/accessibility-and-development-mainstreaming-disability-in-the-post-2015-development-agenda/>

¹ Leo Valdes, “Accessibility on the Internet”, report to the United Nations (16 June 1998, updated 31 March 2004) available [online] at: <http://www.un.org/esa/socdev/enable/disacc00.htm>, cited in report of the Secretary General, “Implementation of the world programme of action concerning disabled persons”, (United Nations document A/54/388/Add.1).

Work Plan for the Coordinated Accessibility Strategy (November 13, 2018)

Proposed next steps will include gathering ongoing feedback and continuing consultation with key stakeholders and members of the community in order to develop and finalize the broad themes and to move towards completion of Carleton's Coordinated Accessibility Strategy.

In order to do this in the most collaborative way possible, the Steering Committee has consulted on the following work plan. After taking into consideration the feedback received, we will be implementing the work plan as described below. Feedback on the Coordinated Accessibility Strategy can be submitted via anonymous form here: <https://carleton.ca/read/accessibility-strategy>, or by emailing AccessibilityStrategy@carleton.ca.

In order to provide a transparent review process, all feedback submitted will be made available to the Carleton community on the website: <http://carleton.ca/read/accessibility-strategy/feedback-received>. Members of the Carleton community are encouraged to keep up-to-date on the process at: <https://carleton.ca/read/accessibility-strategy>.

Phase	Action	Responsible	Timeline
Process Consultation	Post work plan for input and public consultation about timelines, process, and strategy of the plan	OVPSE	Mid-Late October 2018
	Feedback on consultation process can be given in meetings, via e-mail (AccessibilityStrategy@carleton.ca) or online through: https://carleton.ca/read/accessibility-strategy	OVPSE	October 2018
Listening	Provide a Coordinated Accessibility Strategy update to the campus community and open an online feedback form for comments related to the broad themes , as well as general feedback, for those who wish to participate digitally	Message from each Vice-President to their divisions Supported by OVPSE	Early November 2018
	Reach out to key internal and external stakeholder groups including labour unions, student governments and student groups to receive feedback	Coordinated Accessibility Strategy Working Group	November - December 2018
	Host multiple feedback sessions for students, faculty (including contract instructors, sessional lecturers, teaching assistants, etc.) and staff	Office of Quality Initiatives to facilitate	November - December 2018

Work Plan for the Coordinated Accessibility Strategy (November 13, 2018)

	<p>(including academic and administrative staff). Each session will have the opportunity to provide feedback for the Coordinated Accessibility Strategy.</p> <p>Additional sessions will be made available upon request for any key stakeholder groups including labour unions, student governments and student groups. Requests can be submitted to AccessibilityStrategy@carleton.ca</p>	OVPSE to Coordinate sessions and collect feedback	
Tactical	<p>Compile feedback from each event, as well as digital feedback, and sort through responses (Included for strategy/Actionable but not for strategy/Not applicable)</p>	Coordinated Accessibility Strategy Working Group	November - December 2018
Drafting	<p>Release draft of the strategy to community for digital feedback</p>	Coordinated Accessibility Strategy Steering Committee	Mid-January - February 2019
	<p>Presentation to various Faculty Boards and Senate</p>	Coordinated Accessibility Strategy Working Group	Mid-January - February 2019
	<p>Host multiple feedback sessions for students, faculty (including contract instructors, sessional lecturers, teaching assistants, etc.) and staff (including academic and administrative staff).</p> <p>Additional sessions will be made available upon request for any key stakeholder groups including labour unions, student governments and student groups. Requests can be submitted to AccessibilityStrategy@carleton.ca</p>	<p>Office of Quality Initiatives to facilitate</p> <p>OVPSE to Coordinate sessions and collect feedback</p>	Mid-January - February 2019
Fine-tuning	<p>Review and include applicable feedback</p>	Coordinated Accessibility Strategy Working Group	March 2019

Work Plan for the Coordinated Accessibility Strategy (November 13, 2018)

Finalization	Release final Coordinated Accessibility Strategy	Coordinated Accessibility Strategy Steering Committee	April 2019
---------------------	--	---	------------