

# 2020-2023 Multi-Year Accessibility Plan

## Introduction

In 2005, the government of Ontario passed the Accessibility for Ontarians with Disabilities Act (AODA), which requires that Ontario be an accessible province by 2025. To help public, private and not-for-profit organizations identify, prevent and remove barriers to accessibility, the AODA sets out specific accessibility standards in five areas:

- Customer service;
- Information and communications;
- Employment;
- Transportation;
- Built environment.

The accessibility standard for customer service came into force in 2008. The information and communications, employment, and transportation standards have now been enacted as Ontario Regulation 191/11 - the Integrated Accessibility Standards. These standards are to be phased in over time. The standard for the built environment, which applies to facilities and outdoor spaces, is still in development.

Georgian College introduced its first accessibility plan in compliance with the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) in 2006. The plan outlined a number of accomplishments the College achieved over the last several years in terms of barrier removal, and the steps taken to prevent barriers.

## Commitment to Accessibility

Georgian College supports the intent of the AODA, 2005 and its goal of achieving accessibility for Ontarians with disabilities with respect to goods, services, facilities, accommodations, employment, buildings, structures and premises on or before January 1, 2026. We are committed to building an inclusive community that includes accessible learning and working environments.

Georgian College recognizes that the AODA obligations are far-reaching, with varying levels of responsibility across the college, which is why the College has taken a strategic approach to implementation. We are committed to making accessibility throughout the organization a reality and all employees of the college have a role in creating an accessible and inclusive college. Therefore, in this multi-year plan various groups have been assigned leadership and responsibility to ensure our goals are met and the plan will be updated every five years.

The College has established an Accessibility Committee, which is comprised of senior leaders representing all areas of the college who champion and are accountable for the successful implementation of the accessibility initiatives as they relate to the AODA Accessibility Standards. The Committee is responsible for reviewing the annual status report, which will address the outcomes of the deliverables and activities as stated in this plan and contribute to changes of this plan as required.

To obtain this document in an alternate format, please contact Chris Varney, Manager Safety and Emergency Planning at 705.728.1968 or at [accessibility@georgiancollege.ca](mailto:accessibility@georgiancollege.ca).

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Due Date (Jan. 1st)	Requirement	Deliverables	Activities	Responsible	Status
2020	Information & Communication Standard				
	<b>s. 17 Producers of educational or training material</b> <ul style="list-style-type: none"> <li>Provide accessible format or conversion ready textbooks.</li> </ul>		<ul style="list-style-type: none"> <li>Will impact only faculty producing their own materials, including those made through Grenville. Review impact on the academic kit production that the Bookstore does.</li> </ul>	Bookstore	Future Action
	<b>s. 18 Libraries of educational and training institutions (digital-based resources)</b> <ul style="list-style-type: none"> <li>Provide, procure or acquire an accessible or conversion ready format of <b>digital-based</b> resources or materials for a person with a disability upon request.</li> </ul>	<ul style="list-style-type: none"> <li>Develop a process to meet this obligation.</li> </ul>	<ul style="list-style-type: none"> <li>Georgian College has representation on the Heads of Libraries and Learning Resources (HLLR) committee, which is working on conducting research to meeting this obligation.</li> </ul>	Library	Complete
			<ul style="list-style-type: none"> <li>Library Commons Operational Plan 2014 states commitment to providing conductive learning and continuous improvement towards AODA compliance.</li> </ul>		Completed, Aug. 2014
<ul style="list-style-type: none"> <li>Read &amp; Write Gold software on all library computers, available for download on personal laptops.</li> </ul>			Completed		

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			<ul style="list-style-type: none"> <li>Partnership with the CNIB Library Partners Program for digital based materials.</li> </ul>		Completed
			<ul style="list-style-type: none"> <li>Feedback process offered by Library Services, all campuses.</li> </ul>		Completed
			<ul style="list-style-type: none"> <li>Assistance available with searching electronic research tools.</li> </ul>		Completed
			<ul style="list-style-type: none"> <li>Georgian College Centre for Access YouTube channel offers tutorials on how to use tools such as Read/Write Gold, Kurzweil, and Dragon Naturally Speaking.</li> </ul>		Completed
	Information and Communications Standard				
	<b>Training to educators</b>  <b>16. (1)</b> In addition to the requirements under section 7, obligated organizations that are school boards or educational or training institutions shall provide educators with accessibility awareness training related to accessible program or course delivery and instruction. O. Reg. 191/11, s. 16 (1).	<ul style="list-style-type: none"> <li>Develop and Communicate Faculty Guide to Accessible Learning and Accommodations at Georgian College</li> </ul>	<ul style="list-style-type: none"> <li>Guide to Provide information and resources regarding OHRC and AODA requirements and how that corresponds with student accommodations.</li> </ul>	Student Services (Accessibility)	Completed March 2023
			<ul style="list-style-type: none"> <li>Communicate to all and facilitate training</li> </ul>	Student Services (Accessibility)	Completed March 2023
Information & Communication Standard					
2021	<b>s. 14 Accessible websites and web content</b> <ul style="list-style-type: none"> <li>Ensure websites and web content conform to World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0 at a Level AA.</li> </ul>	<ul style="list-style-type: none"> <li>All websites and web content to confirm to Level AA.</li> </ul>	<ul style="list-style-type: none"> <li>Awareness of obligation.</li> </ul>	OHS Coordinator	Completed
			<ul style="list-style-type: none"> <li>Review options (software, consultants) with Marketing &amp; Communications and develop action plan.</li> </ul>	OHS / Web Team	Completed, Jan. 2016
			<ul style="list-style-type: none"> <li>Provide resources- training for web page content editors.</li> </ul>	Web Team	Completed – Webteam offers training for approved Wordpress users
			<ul style="list-style-type: none"> <li>Ensure web content is Level AA compliant.</li> </ul>	Web Team	Ongoing - Software used to monitor website and

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					notify Webteam of errors for corrective action
			<ul style="list-style-type: none"> <li>Purchase software to prioritize and manage external web content accessibility.</li> </ul>	Marketing and Communications	Completed May 2016
			<ul style="list-style-type: none"> <li>Implement action plan and develop processes for in-house maintenance. Software produces weekly status reports with accessibility issues. Web Team to action issues as required.</li> </ul>	Web Team	Complete
	N/A				
2022	AODA – section 29 requires an accessibility advisory committee. While this is not a requirement for Georgian College, we feel that a committee would be beneficial to provide further oversight, consultation and resources to Accessibility initiatives	<ul style="list-style-type: none"> <li>Establish Accessibility committee with regular meetings, terms of reference, agenda etc.</li> </ul>	<ul style="list-style-type: none"> <li>Re-convene Accessibility committee with expanded membership and persons with lived experience</li> </ul>	Mgr. Safety and Emergency Planning	Complete August 2022
			<ul style="list-style-type: none"> <li>Develop/Approve Terms of Reference</li> </ul>	Mgr. Safety and Emergency Planning	Complete October 2022
			<ul style="list-style-type: none"> <li>Develop Teams site to share information</li> </ul>	Mgr. Safety and Emergency Planning	Complete July 2022
			<ul style="list-style-type: none"> <li>Develop spreadsheet to track accessibility projects/improvements/corrective actions</li> </ul>	Mgr. Safety and Emergency Planning	Complete July 2022
	On. Reg 191 (4) Accessibility Plans				
2023		Develop and Communicate 2024-2028 Multiyear Plan	<ul style="list-style-type: none"> <li>Develop plan</li> </ul>	Director, Accessibility and Wellness	
			<ul style="list-style-type: none"> <li>Communicate to College Community and invite Feedback</li> </ul>	Director, Accessibility and Wellness	
			<ul style="list-style-type: none"> <li>Review/Revisions + SLT approval</li> </ul>	Director, Accessibility and Wellness	
	N/A				
2023		Review proposed postsecondary education accessibility standards and add feasible best practices to action plan and 2024-2028 multi-year plan	<ul style="list-style-type: none"> <li>Assign Committee to review</li> </ul>		
			<ul style="list-style-type: none"> <li>Determine feasible improvements to action</li> </ul>	Director, Accessibility and Wellness	
			<ul style="list-style-type: none"> <li>Add continuous improvement items to multi-year plan and Accessibility projects Tracker</li> </ul>	Director, Accessibility and Wellness	

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