McMASTER UNIVERSITY
Centre for Student Development

YEAR-END REPORT 2007 – 2008
TO THE
MINISTRY OF TRAINING, COLLEGES AND
UNIVERSITIES

ACCESSIBILITY FUND FOR STUDENTS WITH
DISABILITIES

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csd.mcmaster.ca/documents/2007-08_Accessibility_Plan-DRAFT.pdf

June 30, 2008
YEAR END REPORT 2007 – 2008
TO THE
MINISTRY OF TRAINING, COLLEGES AND UNIVERSITIES

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SECTION 1  Centre for Student Development Activity Report

ORGANIZATIONAL CHART

Disability Services

See Appendix I

Centre for Student Development

See Appendix II

Staffing Changes:

Note 1:  Tim Nolan (Manager, Disability Services and University Advisor Disability Issues) appointed as Acting Director for Human Rights and Equity Services effective January 2008

Note 2:  Aileen Pineda (Administrative Secretary) appointed full time permanent sessional effective January 2008

Note 3:  Julia Shelley (Program Coordinator, Disability Specialist) remained in this position replacing Shawna Hamilton

Note 4:  Heather Sullivan (Program Coordinator, Disability Specialist) contract ended in December 2007

Note 5:  April Beresford (Tests and Exams Coordinator) remained in this position replacing Julia Shelley

Note 6:  Indrani Reddy (Program Coordinator, Disability Specialist) replaced by Mei-Ju Shih effective January 2008

Note 7:  Nancy McQuigge (Learning Strategist) on career growth at the Centre for Continuing Education effective March 2008

Note 8:  Kim Shaw (Assistive Technologist) replaced by Daniel Zingaro effective September 2007

Note 9:  Angela Lecompte (Program Coordinator, Disability Specialist) replaced by Pauline Sestito effective January 2008

SERVICES AND ACCOMMODATION

• CSD continued to provide a high level of support to students with disabilities i.e. notetaking, tests/exams, peer programs, disability awareness, volunteer services, academic accommodations, among others

• Hired work study students to organize the 3-day Transition Camp/Conference for first year students

• Hosted a Transition Orientation lunch and workshop for incoming students with disabilities
Winter 2008 Term:
- Number of students served – 59
- Internal Production Statistics:
  o Braille transcriptions – 8
  o Daisy transcriptions – 13
  o Total Number of transcriptions (includes in-house/RSL/Custom courseware, requests to publishers, etc.) – 231

ENHANCED SERVICES FOR STUDENTS WITH LEARNING DISABILITIES

Learning Strategist Activities:
- Academic or Learning skills assessments – 1 students
- Individualized service plan – 70 students
- LS training/tutoring – 141 students
- Subject-specific tutoring – 68 students
- Self-advocacy training – 30 students
- Career planning and counselling – 9 students
- Individualized accommodation plans – 114 students

Assistive Technologist Activities:
- Assessment reviews for AT purposes – 23 students
- Providing training/support for use of AT – 72 students
- Providing AT – specific accommodation planning – 7 students
- Advising to assist with the purchase of equipment and software – 49 students
- Other – 19 students (consist of LD-specific AT workshops)

PROFESSIONAL DEVELOPMENT

Professional Affiliations:
- Member of the IDIA
- Member of the CADSPPE
- Member of the AHEAD
- Member of the CACUSS
- Member of the Advisory Committee for Persons with Disabilities – City of Hamilton
- Member of the Transportation Sub Committee of the Advisory Committee for Persons with Disabilities – City of Hamilton
- Member of the AODA Transportation Standards Development Committee as the Council of Ontario Universities representative
- Member of the COU-ODA Steering Committee
- Member of the McMaster University Committee on Disability Access
- Member of the Board of Directors of Community Living Hamilton
- Member of the McMaster University Inclusion Steering Committee
• Member of the Ontario College of Teachers
• Member of the Ontario Psychological Association
• Member of the Canadian Counselling Association
• Appointed to the Hamilton Centre for Civic Inclusion

**Professional Development Activities:**

• Involved with local and provincial disability related activities such as the Hamilton Advisory Committee for Persons with Disabilities, the Inter-University Disability Issues Association (IDIA), and the Canadian Association of Disability Service Providers in Post-Secondary Education (CADSPPE) and the CADSPPE Ad-Hoc Committee on Transcription Issues
• Involved with provincial AODA standards development committee for transportation
• CNIB in-service training, May 2007
• AT workshop with Dan Zingaro, May 2007
• Involved with the CACUSS conference held at Saskatoon in June 2007
• First Impressions Committee meeting presentation, June 2007
• Hype Conference, July 2007
• Disability Awareness Conference, October 2007
• Disability Employment Symposium, Ministry Office, November 2007
• Trauma Workshop, November 2007
• St. Joe’s SFA Housing Career Services Policy, October 2007
• Counselling Movie Night, August 2007 to December 2007
• QPR (Question, Persuade and Refer) Suicide Intervention Gatekeeper Training, 2007
• Certificate in Cognitive Behavioural Therapy, Hinks-Delcrest/OISE, 2007
• McMaster University Health and Safety Training, 2007 to 2008
• Core Competencies Leadership Development Workshops, July 2007 to January 2008
• CAMH Workshop, 2007 to 2008
• Video Night, February to April 2008
• Inspiring from Within Conference, February 2008
• Certificate in Advanced Cognitive Behavioural Therapy, Hinks-Delcrest/OISE, 2008
• Power of Ideas Conference, University of Waterloo, 2008
• Completed a course in Teaching and Learning, April 2008
• Diploma in Management Studies, April 2008
• Cognitive Analytic Therapy Workshop, Centre for Mountain Health Services, April 2008
MARKETING/OUTREACH TO INTERNAL/EXTERNAL COMMUNITY

- Disability awareness activities i.e. music show, Yuk Yuk's comedy night, speaker's conference, art demonstration, incorporating images of persons with disabilities and student day planner
- Consultation with Faculties, academic and administrative departments
- Faculty consultation (roundtable discussion)
- Consultation with Barbara Roberts from Queen's University

PARTNERSHIP/COLLABORATIVE EFFORTS/LINKAGES

- Review of the University Policy on Accommodation of students with disabilities was set aside due to response to critical issues within the office and should be resume in 2008-09
- Continued consultation on campus access audit
- Close working relationship with the Registrar's office to coordinate university exams, student time table and accessible classroom scheduling
- Close working relationship with the University library on the provision of test material in alternate format
- Consultation with Physical Plant re: access issues and designs
- Consultation with Faculty on Automated service delivery system (e.g. on line test booking, on line accommodation letters, etc)
- Consultation with University Technology Services and Registrar's Office on Automated service delivery system (e.g. on line test booking, on line accommodation letters, etc)
- Consultation with TechnoPro Solutions on Automated service delivery system (e.g. on line test booking, on line accommodation letters, etc)
- Consultation with Campus Parking and Transit Services on access issues
- Consultation with Career Planning and Employment Services on the development of Transition to Work Program including consultation with Scotia Bank

EQUIPMENT ACQUISITION/TECHNOLOGY

- Equipment for replacement and maintenance for staff computer access and access technology
  - Software: ZoomText, Jaws, Inspiration, Kurzweil, Dragon, Microsoft Office, Adobe Creative Suite
  - Hardware: New PC Computers, Apple computers, Server, LCD monitors, USB flash drives, Laptop repairs, USB and Network switches and printers

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POLICY REVIEW

- Academic Accommodation Policy for Students with Disabilities remains in progress
- No changes to institutional policy. For McMaster's policy, please refer to the University web address at www.mcmaster.ca/policy/

SECTION 2 Data Collection

Table I: Total Number of Students Reported According to Principal Disability

<table>
<thead>
<tr>
<th>Total Number of Students Reported According to Principal Disability</th>
</tr>
</thead>
<tbody>
<tr>
<td>01 – Acquired Brain Injury</td>
</tr>
<tr>
<td>02 – Attention-deficit/hyperactivity disorder</td>
</tr>
<tr>
<td>03 – Chronic Illness / Systemic/Medical</td>
</tr>
<tr>
<td>04 – Deaf, deaf, Deafened, Hard of Hearing</td>
</tr>
<tr>
<td>05 – Learning Disability</td>
</tr>
<tr>
<td>06 – Low Vision, Blind</td>
</tr>
<tr>
<td>07 – Mobility/Functional</td>
</tr>
<tr>
<td>08 – Psychiatric</td>
</tr>
<tr>
<td>09 – Other *</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
</tr>
</tbody>
</table>

* Note: Other consists of:
  - Wondering if they have a Learning Disability/ Attention Deficit Disorder
  - Screening
  - Inquiry about Disability Services at McMaster
  - Assessment
  - Testing

Table II: Total Number of Students in Table I who Received Services and Supports for Multiple Disabilities

| Total number of students in Table I who received services and supports for multiple disabilities | 77 |
Table III: Total Number of Accommodated Disabilities

<table>
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</table>

SECTION 3 Reporting Requirements for Enhanced Services Funding

A. Students

i. Number of students receiving support from a Learning Strategist | 114 |
ii. Number of students receiving support from an Assistive Technologist | 23 |
iii. Number of students receiving support from an LS/AT | 0 |
iv. Total number of students with specific learning disabilities receiving Enhanced services | 120 |

B. Number of Psycho-educational Assessments Completed

i. Number of assessments with costs covered by the Accessibility Fund for Students with Disabilities | 0 |
ii. Number of assessments with costs covered by the OSAP Bursary for Students with Disabilities (BSWD) | 16 |
iii. Number of assessments with costs covered by health insurance | 0 |
iv. Number of assessments referred to a Regional Assessments and Resource Centre (RARC or NOARC) | 9 |
v. Number of assessments with costs covered by other external funding | 4 |
vi. Number of assessments with costs not covered under i-v but covered by the institution | 0 |

Total number of Psycho-educational Assessment completed* | 29 |

* NOTE: Number of assessments completed and in progress
C. Number of Screenings for Learning Disability and Attention Deficit Disorder

| Total number of screenings for learning disability and attention deficit disorder | 29 |

D. Identification of Students with a Learning Disability

| Total number of students identified as having a confirmed learning disability supported by appropriate documentation | 208 |

NOTE: All students whose documentation identified their learning disability as either a primary or secondary disability.

SECTION 4 INTERPRETER SERVICES

See Appendix III

SECTION 5 2007 – 2008 FINANCIAL STATEMENT

See Appendix IV

OPTIONAL REPORTING FOR REVENUE AND EXPENDITURES OVER AND ABOVE MTCU FUNDING

SECTION 6 APPENDICES

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APPENDIX I
Organizational Structure of the Centre for Student Development, Disability Services 2007-08

AVP (Student Affairs) and Dean of Students
Dr. Phil Wood

Director of Student Services
Gina Robinson

Director, Centre for Student Development
Desmond Poynter

Services for Students with Disabilities
Manager, Disability Services & University Advisor on Disability Issues
Jen Noles

Note 1

Administrative Assistant
Noreen Myers

Note 2

Administrative Secretary
Silean Parrod

Note 3

Program Coordinator, Disability Specialist
Clairnae Lackow

Program Coordinator, Disability Specialist
Ina Loh

Note 4

Program Coordinator, Disability Specialist,
Leah Smit

Note 5

Coordinator Tests & Exams
April Burgford

Note 6

Coordinator, Library Services for Students with Disabilities
Harry Evans (consultant, Milly Library)

ATLAS Lab

Note 7

Program Coordinator
Disabilities Specialist
Indrani Reddy/Met-In Lab

Note 8

Learning Strategist
Nancy M. Girgis

Note 9

Assistive Technologist
Kim Shoura/Dean Zarrara

Note 10

Program Coordinator
Disabilities Specialist
Angela Lepore / Pauline Vostro
APPENDIX II