



**Local 4207 - Brock University**

**2023 - 2024 Accessibility Audit of the workplace at Brock University**

**Members who participated:** Phil Wachel, Stacyann Williams, Mikko Kivisto,  
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**Dates:** December 18 and 19, 2023 and January 21, 2024

**Item:** Brock University Website ([www.brocku.ca](http://www.brocku.ca))

<p>Is the user able to control the splash screen? (ex: pause it).</p> <p>If the answer is 'yes', is this function easy to find?</p>	<p>No splash screen to test.</p>
<p>Does the website have scalable text? (ex: increase size to 200% without a disruption of the viewing experience)</p>	<p>Zooming in &amp; out is possible, but this may be disruptive to the viewing experience. There is no button for scalable text in the main view. Users can switch to a reading mode in Chrome, but this restricts the menus that you can navigate. However, in the Edge browser (but not in Chrome), there is an immersive reader function that works well with some website pages that were tested out. Keep in mind not every single webpage from the Brock website was tested.</p>
<p>Is it possible to navigate the website without using a mouse? (ex: for people who have difficulty with fine motor control)</p>	<p>Navigation using the tab button and arrow keys is possible but fairly difficult because the path is not linear and jumps up and down. Some aspects of the website, such as the dropdown menu, are easier than others, such as the links at the side or bottom of the page</p>
<p>Do users have the ability to control playback of audio and video?</p>	<p>There is somewhat of a possibility to control audio and video playback. Video is played through YouTube integrated into the website. Aside from</p>

	the control in the window of the video itself, there is a control menu in the top right corner when using Chrome.
Other comments can go here	

**Item: Mandatory AODA Training**

<p><b>Question for new hires only</b></p> <p>Were you directed to complete Accessibility training (AODA), as per the Accessibility for Ontarians with Disabilities Act (2005)?</p> <p><i>If the member answered 'no', mention that the training can be found on Brightspace. The member should do the training and provide proof of completion to their Admin Assistant for one hour of pay.</i></p>	<p><b>Faculty</b></p> <p><b>- Social Sciences</b></p> <p>Member was given this direction <b>No</b></p> <p><b>- Humanities</b></p> <p>Member was given this direction Yes / No</p> <p><b>- Applied Health Sciences</b></p> <p>Member was given this direction Yes / No</p> <p><b>- Education</b></p> <p>Member was given this direction Yes / No</p> <p><b>- Business</b></p> <p>Member was given this direction Yes / No</p> <p><b>- Mathematics and Sciences</b></p> <p>Member was given this direction Yes / No</p>
Other comments can go here	

**Location: Main Library**

<p>Is a staff member present on all the upper floors of the library to assist someone who needs it?</p> <p>If not, what floor(s) did not have a staff member present?</p>	<p>Staff members are only present on the 2nd floor. Floors 5-10 did <b>not</b> have a staff member present. This would make things difficult for those who cannot reach the high shelves or when using the wheel-operated shelves on the upper floors.</p>
<p>Is the Area of Refuge clearly marked?</p>	<p>Yes they were clearly marked.</p>
<p>Other comments can go here</p>	<p>Only wheelchair accessible washroom is on the 5th floor.</p>

**Item: Parking for Members without Smartphones**

<p>Can someone pay for hourly or daily parking without a smartphone?</p> <p>If the answer is 'yes', what are the parameters? (ex: Where can a parking pass be purchased? What are the hours that a parking pass can be purchased?)</p> <p>Can a parking pass be purchased in advance (ex: one day prior)?</p>	<p>Yes.</p> <p>Parking Store inside the Campus Store. - Cash/Debit/Credit during normal hours</p> <p>Call Parking Services in advance and pay with a credit card. Must provide a lot of information for this option.</p> <p>Yes. Use HONK via a computer.</p>
<p>If it is possible to pay for parking with cash, is this advertised on the Parking section of the Brock website?</p>	<p>No, it isn't advertised.</p>
<p>Other comments can go here</p>	<p>Visitors to Brock would pay for parking if they knew all of their options.</p>

**Item: Parking and Sidewalks**

<p>How many accessible parking spaces are in the lot? In your opinion, is this an appropriate number of spots?</p>	<p><b>Location: Glenridge Parking Lot and Sidewalks</b></p> <p>Yes. 5 in total. 2 on one side; 3 on the other side.</p>
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<p>What is the condition of the lot? ( 1= poor 5=excellent)</p> <p>If you did not rate the lot a '5', what is / are the problem(s)?</p> <p>What is the condition of the sidewalks? ( 1= poor 5=excellent)</p> <p>If you did not rate the sidewalks a '5', what is / are the problem(s)?</p> <p>Does the sidewalk have curb cutouts?</p> <p>How much shade would be available to someone traveling on the sidewalks if it were a sunny &amp; hot day? ( 1= poor 5=excellent)</p>	<p>3</p> <p>bump, cracked</p> <p>5</p> <p>Yes, but only one on one side.</p> <p>1 - No access to shade</p>
<p><b>To be completed on a snowy / icy day.</b></p> <p>Was the parking lot clear of snow / ice?</p>	<p><b>Date:</b> Dec. 20  <b>Time of Day:</b> 7:45 am  <b>Weather Conditions:</b> Snowed the night before.</p> <p>Yes, with the exception of the accessible parking spot beside GLN A.</p>



Have the sidewalks been sanded / salted?

The front entrance to GLN A was snow covered.



Other comments can go here

I emailed photos to [besafe@brocku.ca](mailto:besafe@brocku.ca) and the issue was dealt with immediately.

<p>How many accessible parking spaces are in the lot? In your opinion, is this an appropriate number of spots?</p> <p>What is the condition of the lot? ( 1= poor 5=excellent)</p> <p>If you did not rate the lot a '5', what is / are the problem(s)?</p> <p>What is the condition of the sidewalks? ( 1= poor 5=excellent)</p> <p>If you did not rate the sidewalks a '5', what is / are the problem(s)?</p> <p>Does the sidewalk have curb cutouts?</p> <p>How much shade would be available to someone traveling on the sidewalks if it were a sunny &amp; hot day? ( 1= poor 5=excellent)</p>	<p><b>Location: Lot 1 Parking Lot and Sidewalks</b></p> <p>4 - No space in between for a wheel car ramp</p> <p>2</p> <p>Cracks everywhere</p> <p>3</p> <p>Cracked, but some bumps that prevent the wheelchair from sliding when wet.</p> <p>Yes, but could be widened for electric wheelchairs.</p> <p>1 (No shade)</p>
<p><b>To be completed on a snowy / icy day.</b></p> <p>Was the parking lot clear of snow / ice?</p> <p>Have the sidewalks been sanded / salted?</p>	<p><b>Date: Dec. 20</b> <b>Time of Day: 7:45 am</b> <b>Weather Conditions: Snowed the night before.</b></p> <p>Yes</p> <p>Yes</p>
<p>Other comments can go here</p>	



<p>How many accessible parking spaces are in the lot? In your opinion, is this an appropriate number of spots?</p>	<p><b>Location: Flora Egerter Way</b></p> <p>6 spots. Appropriate number (none were being used).</p>
<p><b>To be completed on a snowy / icy day.</b></p> <p>Was the parking lot clear of snow / ice?</p>	<p><b>Date: Dec. 20</b> <b>Time of Day: 7:40 am</b> <b>Weather Conditions: Snowed the night before.</b></p> <p><b>Yes</b></p>
<p>Other comments can go here</p>	

<p>How many accessible parking spaces are in the lot? In your opinion, is this an appropriate number of spots?</p> <p>What is the condition of the lot? ( 1= poor 5=excellent)</p> <p>If you did not rate the lot a '5', what is / are the problem(s)?</p> <p>What is the condition of the sidewalks? ( 1= poor 5=excellent)</p> <p>If you did not rate the sidewalks a '5', what is / are the problem(s)?</p> <p>Does the sidewalk have curb cutouts?</p> <p>How much shade would be available to someone traveling on the sidewalks if it were a sunny &amp; hot day? ( 1= poor 5=excellent)</p>	<p><b>Location: East Academic, Buildings 1/2/3</b></p> <p>2 spaces, but too close together. No space for a ramp.</p> <p>4</p> <p>Bumpy</p> <p>4</p> <p>Not wide enough</p> <p>Yes, but all of them have a bump.</p> <p>5</p> <p>Plenty of shade on a sunny day.</p>
<p><b>To be completed on a snowy / icy day.</b></p> <p>Was the parking lot clear of snow / ice?</p> <p>Have the sidewalks been sanded / salted?</p>	<p><b>Date: Dec. 20</b> <b>Time of Day: 7:50 am</b> <b>Weather Conditions: Snowed the night before.</b></p> <p>Yes</p> <p>Yes</p>
<p>Other comments can go here</p>	

**Location: GLN A**

<p>Is there a barrier-free path to the small lecture hall?</p> <p>Is the screen size acceptable in relation to the room size?</p> <p>Is the screen clear?</p> <p>Is there an Air Purifier? If 'yes', is it running?</p> <p>Is the screen size acceptable in relation to the room size?</p> <p>Is the door lockable if there was a shelter-in-place?</p>	<p><b>Lecture hall visited: GLN A 164</b></p> <p><b>Comments:</b></p> <p>Yes</p> <p>Yes</p> <p>Not in the back row</p> <p>Yes. It was unplugged.</p> <p>Yes</p> <p>No</p>
<p>Is the seminar space suitable for 20 students and a TA?</p> <p>If the answer is 'no', what do you see as being an appropriate maximum number of students for the room?</p> <p>Is the screen size acceptable in relation to the room size?</p> <p>Is the screen clear?</p> <p>Is there an Air Purifier? If 'yes', is it running?</p>	<p><b>Seminar room visited: GLN A 212</b></p> <p><b>Comments:</b></p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>

Is the door lockable if there was a shelter-in-place?	No
Is there a barrier free path to the toilet?	<b>Washroom visited:</b> Women's washroom near GLN A 212  <b>Comments:</b>  Yes
Are the doors power operated?	Yes
Is there at least one accessible stall?	Yes
Is there a functioning computer in the office?	<b>TA Office visited:</b>  <b>Comments:</b>  Did not visit a TA Office
Is there a printer and printer in the TA office? If the answer is 'no', can the TA print elsewhere to do their work? (ex: access to photocopier)	
Is there an adjustable office chair in the room?	
Is there an appropriate space for doing grading?	
Is the door lockable if there was a shelter-in-place?	
Is the Area of Refuge clearly marked?	Yes
Is the First Aid box properly equipped?	<b>Location of First Aid Box:</b>  Yes, but no alcohol wipes.
Is a Brock staff with current CPR C certification listed as an attendant?	No, attendant's CPR C is expired.
Is there a charging station for mobility devices?	No
Other comments can go here	Two chairs in the narrow hallway in the hallway of the union office. They are being used by the Department of Nursing as a waiting area.

**Location: GLB B**

<p>Is the space a barrier free path to the classroom?</p> <p>Is the screen size acceptable in relation to the room size?</p> <p>Is the screen clear?</p> <p>Is there an Air Purifier? If 'yes', is it running?</p> <p>Is the screen size acceptable in relation to the room size?</p> <p>Is the door lockable if there was a shelter-in-place?</p>	<p><b>Classroom visited: GLB 108</b></p> <p><b>Comments:</b></p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>No</p>
<p>Is there a barrier free path to the toilet?</p> <p>Are the doors power operated?</p> <p>Is there at least one accessible stall?</p>	<p><b>Washroom visited: 2nd floor, Women's</b></p> <p><b>Comments:</b></p> <p>Yes</p> <p>Yes</p> <p>Yes</p>
<p>Is there a functioning computer in the office?</p> <p>Is there a printer and printer in the TA office? If the answer is 'no', can the TA print elsewhere to do their work? (ex: access to photocopier)</p> <p>Is there an adjustable office chair in the room?</p> <p>Is there an appropriate space for doing grading?</p> <p>Is the door lockable if there was a shelter-in-place?</p>	<p><b>TA Office Visited:</b></p> <p><b>Comments:</b></p> <p>Did not visit a TA Office</p>

<p>How many staff use this room (approximately)? Is the space large enough?</p>	<p><b>U3 Instructor / U2 Coordinator Space: GLB 230</b></p> <p><b>Comments:</b></p> <p>About 20. Yes.</p>
<p>Were both doors locked when you came by?</p>	<p>Both doors were open and unlocked.</p>
<p>Is the Area of Refuge clearly marked?</p>	
<p>Is the First Aid box properly equipped?</p> <p>Is a Brock staff with current CPR C certification listed as an attendant?</p> <p>Is there a charging station for mobility devices?</p>	<p><b>Location of First Aid Box:</b></p> <p>No, missing alcohol wipes and paperwork.</p> <p>No</p> <p><b>Location of Charging Station:</b> First floor</p>
<p>Other comments can go here</p>	

**Location: Mac Chown**

<p>Is the seminar space suitable for 20 students and a TA?</p> <p>If the answer is 'no', what do you see as being an appropriate maximum number of students for the room?</p> <p>Is the screen size acceptable in relation to the room size?</p> <p>Is the screen clear?</p> <p>Is there an Air Purifier? If 'yes', is it running?</p> <p>Is the door lockable if there was a shelter-in-place?</p>	<p><b>Seminar room #1 visited: MC D 403</b></p> <p><b>Comments:</b></p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>No</p> <p>No</p>
<p>Is there a barrier-free path to the large lecture hall?</p> <p>Is the screen size acceptable in relation to the room size?</p> <p>Is the screen clear?</p> <p>Is there an Air Purifier? If 'yes', is it running?</p> <p>Is the door lockable if there was a shelter-in-place?</p>	<p><b>Lecture Hall visited: MC C 402</b></p> <p><b>Comments:</b></p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes No</p> <p>No</p>
<p>Is the Area of Refuge clearly marked?</p>	<p>Yes. Lots of signage.</p>
<p>Is there a functioning Water Bottle Filling station? Note the location.</p>	<p>Yes. J Block. 1st Floor.</p>

Other comments can go here	



**Location: Thistle**

<p>Is there a barrier-free path to the large lecture hall?</p> <p>Is the screen size acceptable in relation to the room size?</p> <p>Is the screen clear?</p> <p>Is there an Air Purifier? If 'yes', is it running?</p> <p>Is the screen size acceptable in relation to the room size?</p> <p>Is the door lockable if there was a shelter-in-place?</p>	<p>Lecture Hall visited: TH SOS</p> <p>Comments: appears accessible with no physical barriers. Many designated wheelchair seats. Multiple screens with good size and visibility considering the size. Air filter was running. Door is lockable.</p> <p>Lecture Hall visited: TH 247</p> <p>Comments: appears accessible with no physical barriers but it takes a little longer to get there through the ramps. Some designated wheelchair seats. 2 screens, but not very large compared to the room size. Whiteboard is also hard to see. Air filter was running. Door is lockable.</p>
<p>Is there a barrier free path to the toilet?</p> <p>Are the doors power operated?</p> <p>Is there at least one accessible stall?</p>	<p>Washroom visited: 2nd floor &amp; 3rd floor</p> <p>Comments: both floors were good with no barriers and working door buttons. Accessible stall is present.</p>
<p>Is the Area of Refuge clearly marked?</p>	<p>Yes, they are clearly marked.</p>
<p>Other comments can go here</p>	<p>Most lecture halls in Thistle are not accessible and people in wheelchairs cannot navigate through the room.</p>

**Location: East Academic , Building 1**

<p>Is there a barrier-free path to the small lecture hall?</p> <p>Is the screen size acceptable in relation to the room size?</p> <p>Is the screen clear?</p> <p>Is there an Air Purifier? If 'yes', is it running?</p> <p>Is the door lockable if there was a shelter-in-place?</p>	<p><b>Lecture hall visited: EA 102</b></p> <p><b>Comments:</b></p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes No</p> <p>Yes</p>
<p>Is the seminar space suitable for 20 students and a TA?</p> <p>If the answer is 'no', what do you see as being an appropriate maximum number of students for the room?</p> <p>Is the screen size acceptable in relation to the room size?</p> <p>Is the screen clear?</p> <p>Is there an Air Purifier? If 'yes', is it running?</p> <p>Is the door lockable if there was a shelter-in-place?</p>	<p><b>Seminar room visited: EA 103</b></p> <p><b>Comments:</b></p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes No</p> <p>Yes</p>

<p>Is there a barrier free path to the toilet?</p> <p>Are the doors power operated?</p> <p>Is there at least one accessible stall?</p>	<p><b>Washroom visited:</b></p> <p><b>Comments:</b></p> <p>The Men's washroom has the door propped open with a door stopper. The Women's washroom has had the door removed.</p> <p>Perhaps the washrooms are being brought up to accessibility codes.</p>
<p>Is the First Aid box properly equipped?</p> <p>Is a Brock staff with current CPR C certification listed as an attendant?</p> <p>Is there a charging station for mobility devices?</p>	<p><b>Location of First Aid Box:</b></p> <p>No box in the building, but there could be a box in Building 2 or Building 3.</p> <p>No</p>
<p>Other comments can go here</p>	<p>There is a functioning water bottle filling station in East Academic, Building 1.</p>

**Location: Walker Complex**

<p>Is the seminar space suitable for 20 students and a TA?</p> <p>If the answer is 'no', what do you see as being an appropriate maximum number of students for the room?</p> <p>Is the screen size acceptable in relation to the room size?</p> <p>Is the screen clear?</p> <p>Is there an Air Purifier? If 'yes', is it running?</p> <p>Is the door lockable if there was a shelter-in-place?</p>	<p><b>Seminar room # 1 visited: Lab 240</b></p> <p><b>Comments:</b></p>        <p>This is a lockable space.</p>
<p>Is the Area of Refuge clearly marked?</p>	<p>Yes</p>
<p>Is there a functioning Water Bottle Filling station? Note the location.</p>	<p>Yes</p>
<p>Other comments can go here</p>	

**Location: Marilyn I. Walker Campus**

<p>Is the seminar space suitable for 20 students and a TA?</p> <p>If the answer is 'no', what do you see as being an appropriate maximum number of students for the room?</p> <p>Is the screen size acceptable in relation to the room size?</p> <p>Is the screen clear?</p> <p>Is there an Air Purifier? If 'yes', is it running?</p> <p>Is the door lockable if there was a shelter-in-place?</p>	<p><b>Seminar room visited: 207, 208, 215</b></p> <p><b>Comments:</b></p> <p>207 &amp; 211 seating and space is ample. 215 currently has 15 seats, but is generally used as a library or for smaller groups.</p> <p>207 &amp; 211 have large projector screens. 215 has a large TV set appropriate for the size of the room.</p> <p>Yes.</p> <p>Yes.</p> <p>Some running, some not, but rooms not currently in use during exams.</p> <p>No.</p>
<p>Was a security guard working at the time of the audit? Note the location.</p>	<p>Yes. One security manager and one security employee.</p>
<p>Is the Area of Refuge clearly marked?</p>	<p>Areas of Refuge are located in A, B, and C stairwells on floors 3 to 5, but the CSS manager</p>

<b>Are the building ADO's functioning?</b>	acknowledged that the signage could be better. They will speak with FM to improve signage.  Yes.
<b>Is there a functioning Water Bottle Filling station? Note the location.</b>	Water bottle filling stations can be found on floors 1, 2 and 3 near the elevator or washrooms.

**Location: The Film House (PAC)**

**Note: Brock sometimes rents this space for lectures.**

<p>Is there space a barrier free path to the small lecture hall?</p> <p>Could a person with mobility issues deliver a lecture without issue(s)?</p> <p>Is there an Air Purifier? If 'yes', is it running?</p>	<p>Location: <i>The Film House</i></p> <p>Comments: Audit conducted Jan. 21, 2024.</p> <p>Accessible by elevator from the main lobby. A secondary entrance to the Film House theater is from the raceway between the FOPAC and Marilyn I. Walker campus. The centre row is wide, allowing for up to six wheelchairs in the audience.</p> <p>Yes. The lecture stage is accessible via a wide access way from the ground level entrance.</p> <p>No. There is no portable air purifier present. However, the air wasn't stuffy, suggesting that an air circulation system is in place.</p>
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