Goals

- Understand the Centre for Accessible Learning's role in education at UVic

- Understand how the CAL Exam Centre supports academic integrity

- Understand how the CAL Interpreting and Transcribing Program works and what it needs from instructors

- Better understand some common academic accommodations

What is CAL?

- Health professionals provide requirements and suggestions
- CAL advisors translate into appropriate accommodations
- Accommodations ensure *equal access* to education by removing or mitigating disability-related barriers
- Accommodations are governed by UVic policy AC1205, in accordance with the Charter of Rights and Freedoms and the BC Human Rights Code
- Accommodations cannot interfere with essential learning outcomes

CAL services

- Advisors
- Exam Centre
- Interpreting and Transcribing Program
- Alternate Format Text Program
- Blind/Low-Vision Program
- Notetaking Program
- Learning Assistance Program

CAL Exam Centre

Szymon Stecewicz

Evening exam supervisor

calexam@uvic.ca

Invigilation procedures

- Early start
- Late start
- Allowable materials
  - Scrap paper
- Questions during exam

Interpreters and transcribers

Dawn Sharcott

Coordinator of interpreting and transcribing services

interpscribe@uvic.ca

Interpreters and transcribers

- Interpreters and Transcribers in Brightspace
  - Why they are there and what they have access to
- The difference between captions and transcriptions
  - Captions are usually on screen with the lecture/media being generated
  - Transcripts are generated alongside lectures and are edited for clarity before being sent to the student
- Transcriptions/Transcripts
  - Who has access and copyright/intellectual property
  - Not a substitute for captioning media
- AI generated captions for recorded lectures and other media
  - This is good for universal design but does not meet the requirement for accommodation

Other accommodations

Charlie Watson

Coordinator of adaptive technology and student information

cwadmin@uvic.ca

Assignment extensions

- The student experiences an episodic or unpredictable health condition that impacts their ability to complete course work
- The student should contact you as early as possible
- Not a blanket excuse for absences or missed work
- Discuss options with the student
  - Revised due date
  - Alternate assignment
- Contact student's CAL advisor if you have questions

Formula sheet for exams

- The student experiences barriers in rote, sequencing, working, or long-term memory
- The student may submit the formula sheet to you for approval
- The sheet should not provide answers or summarise course material
- The formula sheet is not allowed if memorisation of its contents is an essential learning outcome
- You must submit any approved formula sheet with other exam files

Calculator for exams

- The student experiences barriers in mental arithmetic
- The student may use a five-function calculator in exams
- The calculator is not allowed if basic numerical calculations are an essential learning outcome
- The CAL Exam Centre can provide a Sharp EL-510 calculator

Audio recordings

- The student experiences barriers in note-taking, such as difficulty hearing or losing focus

- The student may record the audio of lectures instead of, or in addition to, taking notes

- The student is responsible for recording without disrupting class

- The student must only use the recording for their own review

- The recording does not violate your intellectual property rights (contact UVic Copyright Office with questions)

- The student does not need consent from other students (contact UVic Privacy Office with questions)

- The student does not need to destroy their recordings

Software for exams

- The student requires certain computer software to write exams
  - Word processor for spelling or writing barriers
  - Text-to-speech for reading barriers
  - Speech-to-text for writing or typing barriers
  - Screen reader for blindness or low vision
- The student provides software for exams on their own computer
- Computers in the CAL Exam Centre have restricted network and software access

Questions