**2014**



**İstanbul Bilgi University**

**LAURATE** INTERNATIONAL UNIVERSITIES

**ANNUAL REPORT OF**

**ACCESSIBLE EDUCATION UNIT**

**FOR THE 2013-2014 ACADEMIC YEAR**

**25 July 2014**

**1. INTRODUCTION**

The “Accessible Education Unit and Commission” of İstanbul Bilgi University was established with the Decision dated 19 February 2013 and numbered V05/YNK/19 of the University Board, and started its activities within the scope of the applicable legislation. The Report for the 2013-2014 Academic Year has been prepared in consideration of the issues set forth in the previous period’s report. It also explains the works carried out in this period and the suggestions for future.

With a view to offering a physically accessible life at our university, the Commission convened on 31 October 2013, 10 March 2014 and 4 June 2014, and continued its efforts on the issues that must be resolved in line with the criteria prepared by the Directorate General of Services for the Elderly and Disabled of the Ministry of Family and Social Policies and the applicable legislation for the disabled, and on the issue of supporting students in academic environments.

14 students with visual, physical disability and dyslexia were provided with support related to transportation, attendant, dormitory, book grants, scholarship, exam arrangements and internship at the institution in the 2013-2014 academic year.

**2. PHYSICAL ACCESS**

**The Works Completed**

* Taking into consideration that it is mandatory under the law to remove physical barriers at campuses, the physical accessibility reports of **santralistanbul**, **Dolapdere** and **Kuştepe** campuses were prepared in cooperation with the Faculty of Architecture and were submitted to the Technical Services Directorate. The Technical Services Directorate planned and monitored the works carried out at our university with the aim of eliminating physical barriers in the light of these reports. In this connection, the works focused on making **the paved ways in** **santralistanbul** campus, which make transportation impossible for persons with disability, **physically suitable for persons with disability**. Arrangements were made for the construction of a 150 cm wide road for persons with disability, and a budget was prepared accordingly. Accessibility will be improved for wheel-chair users and the visually-impaired thanks to these works estimated to take 1.5 month and the tactile walking surface to be installed, respectively. The construction is planned to be made after 18 July, and be completed by 22 September 2014.
* Safety rails were started to be installed at the stairs inside and outside the yellow historical buildings in **santralistanbul** campus, and the works were planned to be completed as soon as possible.
* The restaurant named “Friends” inside **santralistanbul** campus removed the turnstile to allow access by wheelchair users and started to use menus written in Braille.

**Actions That Must Be Taken**

* Access should be prohibited to the historical open channels located in **santralistanbul** campus and either safety rails or any other solution to avoid risk for the disabled must be installed in this area.
* The construction of ramps in the areas required in each of the tree campuses must be revised again and deficiencies must be completed. It should be particularly determined whether the road below the stairs connecting the E2 building in **santralistanbul** campus to E1 is suitable for access by wheelchair users and an additional ramp must be installed at parts which are not wide enough. Likewise, 2 ramps should be added to the road connecting the end of the E1 garden area to the cafeteria.
* Necessary measures must be taken for the correction of entrances to the buildings with elevation difference inside **santralistanbul** campus.
* Direction signs and dustbins in outdoor areas must be continuously organized in a manner not to constitute impediments.
* Besides, tactile guide paths for the visually-impaired must be built also in indoor areas in all three campuses. In addition, a warning or a tactile guiding block should be placed at the start of stairs.
* Vehicles used for ‘shuttle' services are not suitable for use by students with disability. Suitable vehicles are needed for transportation among campuses and for some employee shuttles, and this should be taken into consideration for the new tender to be held. In addition, necessary actions should be taken to provide suitable accessibility conditions at the first and last stop of shuttles in campuses and the city in order to allow students with disability to get on the vehicles.
* Audio warnings should be provided at the emergency exits of the buildings.
* Taking into consideration the disabilities, the fixation of the shelves in the offices and the library should be completed and be continuously inspected.
* The difficulties faced by our students and employees with disability in the school in academic, social or psychological terms because of the physical characteristics of campuses should be eliminated. For example, a private and hygienic environment is needed in cases where the use of urinary catheter or frequent injections is required. This need may not be met sometimes when the medical room is busy.
* The works required for building the ramps at the entrances of Lokma and Papaz businesses providing services in **santralistanbul** campus and ensuring that the operators of these businesses take necessary actions to ensure accessibility for those with disability must be supervised by the Technical Services Unit, and menus written in Braille should be made available in these two locations.
* The issue of ensuring accessibility at the entrance in **Dolapdere** campus must be kept on the agenda, and a solution must be offered.
* The signboards inside the buildings should be arranged taking into consideration their ideal height, etc. for persons with disability, and missing ones should be completed.
* WCs should be turned into accessible toilets in each of the tree campuses.
* Audio warning alerts announcing the floors reached and floor information written in Braille should be used inside the lifts.
* The concert and event rehearsals in campuses to be made during the academic hours must not hinder students with disability in terms of their mobility or focusing. The Accessible Education Unit must be consulted for the issue.
* Classrooms should be made more suitable for access by persons with disability. There is no access for the wheelchair users especially in big lecture halls.

**3. EDUCATION, EXAMINATION CONDITIONS AND EDUCATION MATERIALS**

**The Works Completed**

* Works have been carried out for adding a course on disability to the curriculum. The course “**Prejudices, Stereotypes and Disability**” Code “**GE 219**” has been added to the curriculum in order to start by the fall semester of 2015-2016.
* Braille printer was purchased.
* A screen reader was purchased in order to be borrowed and used by visually-impaired Prep students.
* Special exam arrangements for students with disability, which were made available pursuant to the decisions of the Board of Faculties, were continued to be monitored at the time of exams for each student individually.

**Actions That Must Be Taken**

* Efforts should be spent for implementing different learning and teaching techniques for our students with disability according to their disability.
* The Braille printer which was purchased should be placed in the library of **santralistanbul** campus. An area should be allocated inside the library in **santralistanbul** campus for the education materials of students with disability, and appropriate supporting tools such as notebook computers with screen reader and magnifying software installed should be made available for the visually-impaired students.
* Efforts should be continued for adding a course related to universal design to the curriculum of the Faculty of Architecture taking into consideration of the decisions of the Higher Education Board.
* A program must be developed for providing all faculty members (including mainly academic supervisors) and administrative staff with necessary information on students with disability.
* A guide must be prepared on Education and Exam conditions, and a directive must be created ın the issue.

**4. WEB ACCESS**

**The Works Completed**

* The Accessible Education Website has been launched.
* The supervision of access by the visually-impaired to the university website is continued through regular meetings held with the visually-impaired, Accessible Education Officer and IT WEB management.

**Actions That Must Be Taken**

* The “Accessible Education” Website launched must be completed and announced across the university.
* IT unit should provide support to ensure that the visually-impaired can access to all announcements posted on the university website.

**5. WORKS ON THE PROTECTION OF PERSONS WITH DISABILTY IN CASE OF EMERGENCY**

**The Works Completed**

* A report was issued on “Works on the Protection of Persons with Disability in Case of Emergency” for safety purposes.
* Mine Cöbek, Commission Member and Occupational Safety Expert, held one-to-one interviews with 7 students with disability and 13 employees with disability within the scope of Emergency Action Plan, and provided information on how persons with disability should be prepared in case of emergency (earthquake, fire, etc.) and what they should do to protect themselves.

**Actions That Must Be Taken**

* Continuity of emergency information must be ensured, and this information shared must be posted on the Accessible Education website.
* The report on “Works on the Protection of Persons with Disability in Case of Emergency” must be shared with all units.

**6. CONSULTANCY and PROJECTS**

* Asst. Prof. İdil Işıl Gül, our Commission Member, has been selected to the Advisory Board of Directorate General of Services for Persons with Disabilities and the Elderly of the Ministry of Family and Social Policies.
* The surveillance activities carried out by TOHAD, supported by our university, with the donation made by Sabancı are still in progress

**7. EVENTS**

The representatives of “Accessible Education Unit” attended the relevant meetings held by the Higher Education Board and vairous universities, and cooperation and communication is maintained with other institutions.

**Accessible Education Commission**

*Prof. Atilla Eriş, Asst. Prof. İdil Işıl Gül, Asst. Prof. Itır Erhart, Elka Özkan, Hulusi Orhangazili, Levent Şahin, Burak Mutçalıoğlu, Gamze Alataş,Safiye Tüfekçiyaşar, Sema Bozkır, Mine Cöbek, Beyhan Demir Langlois, Süleyman Nazmi Diker, Filiz Yurtseven, Volkan Yılmaz, M. Samet Fidan (student), Müge Yıldırım (student)*