

YEAR PLAN

MSU *Maccess*

Brittany Allan

2019-2020

(submitted *June 3rd*, 2019)



OFFICE OF THE MACCESS COORDINATOR INTRODUCTION

I'm so excited to begin my term as the Maccess Coordinator for the 2019 – 2020 year. Maccess is a very special place for me, as it was the first place that I felt a sense of community and belonging here and McMaster and within the MSU; and gave me the support I needed to accomplish numerous goals throughout my years here. Accessibility and the concerns of students with disabilities are integral to creating an inclusive and safe environment for students to learn, socialize, research, and truly engage with post-secondary education.

This year, I'm extremely eager to implement a number of new initiatives with a focus on building a stronger disability community on campus, as well as continuing the initiatives started by the past three coordinators. Entering our fourth year as a service, I believe Maccess is an invaluable space for peer-support and advocacy. However, this year I want to bring community to the forefront of our mission. I aim to implement regular programming for students who self-identify as disabled, mad, chronically ill, mentally ill, neurodivergent, etc., to come together and form a more cohesive community on campus.

I look forward to continuing to run DisVisibility Week for its third year. I also plan to continue running evening support groups, while focusing on how to implement more thorough and formal 'training' for group facilitators. As well as, I would look to re-initiate the Humans of Maccess campaign for the mid-fall semester to reinforce our presence on campus.

I am so incredibly enthusiastic and honoured to be continuing the work of past Maccess coordinators, while also bringing in an increased focus on fostering community for students with disabilities.

Best,

Brittany Allan

Goals/Objectives (calendar and checklist)

MAY	
Service Goal/ Objective	<i>Promotional Push for Executive Team applications.</i>
Why:	To ensure we have a strong team to carry forward the goals outlined in this plan.
Difficulties:	Attempting to center candidates with lived experience in the process and who have prior experience engaging with the space.
Partners:	Underground, MSU Social Media Coordinator
Personal Goal	Hire a strong executive team and outline goals for the upcoming year!

JUNE	
Service Goal/ Objective	<i>Promotional Push for Executive Team applications.</i>
Why:	To ensure we have a strong team to carry forward the goals outlined in this plan.
Difficulties:	Attempting to center candidates with lived experience in the process and who have prior experience engaging with the space.
Partners:	Underground, MSU Social Media Coordinator
Personal Goal	Hire a strong executive team and outline goals for the upcoming year!
Service Goal/ Objective	<i>Clean Space</i>
Why:	To make the back room a more functional office and space for private peer support. Also, to de-clutter the space.
Difficulties:	Deciding what has to stay and what (if anything) has to go; making more space for necessities. Asking exec members if they would also like to participate.

Partners:	N/A
Personal Goal	Prepare the space adequately for the upcoming year.

JULY	
Service Goal/ Objective	<i>Exec team-building activity</i>
Why:	To allow the execs to get to know each other, and build rapport for the upcoming year, creating a more cohesive team and sharing ideas for the upcoming year.
Difficulties:	Coordinating a time and event that works for all the executive members
Partners:	N/A
Personal Goal	Ensure the executive team feels comfortable with one another and excited for the upcoming year!
Service Goal/ Objective	<i>Executive Team Training</i>
Why:	To ensure execs have all the resources they will need going into this term and provide a space for them to ask questions & work collaboratively to creating the most conducive environment for the upcoming year.
Difficulties:	Compiling all necessary resources.
Partners:	N/A
Personal Goal	Ensure the executive team is trained and feels ready to approach the year ahead and understand and feel confident in their roles.

AUGUST	
Service Goal/ Objective	<i>Review (and collect if necessary) volunteer testimonials and begin posting in mid-August</i>
Why:	Promotional push pre: volunteer applications opening to get people interested and thinking about volunteering
Difficulties:	Collecting testimonies
Partners:	Underground for design work, MSU Social Media Coordinator

Service Goal/Objective	<i>Open Volunteer Applications and Advertise throughout WW</i> <i>Train volunteers in early September</i>
Why:	To open our space as soon as possible starting in September for peer support
Difficulties:	Ensuring students hear about our applications with all the other activities going on throughout campus
Partners:	MSU Social Media Coordinator, WW Wellness Fair, Underground, TRRA
Service Goal/Objective	<i>Create schedule for Exec On-Call System</i>
Why:	Strengthened support to volunteers on shift Proactive approach to problem solving regarding space issues
Difficulties:	Ensuring execs are available and comfortable working through volunteer difficulties
Partners:	N/A
Personal Goal	Ensure the space and the exec team are adequately prepared to open in early September, right when the semester starts!

SEPTEMBER	
Service Goal/Objective	<i>Humans of Maccess 2.0: What I love about Disability and the Disability community</i> <i>Train volunteers</i>
Why:	To establish a strong social media presence early in the year, to showcase our excellent volunteers, and to gain social media 'likes' early in the year, so people are more tuned in to our events for the rest of the year Ensure that volunteers feel adequately prepared to offer peer-support and connect students with community resources
Difficulties:	Finding folks to photograph volunteers; get volunteer responses

Partners:	Underground for design work, Promotions executive, TRRA and Training/Volunteer Coordinator, MSU Social Medica Coordinator
Service Goal/Objective	<i>DISability Discussion: Navigating Higher-Ed for new and returning students</i>
Why:	Continue to be a hub for accessibility discussions on campus Lobby to relevant university and community resources for greater accessibility
Difficulties:	Finding a more accessible area to run them in other than Maccess that in the past did not have enough room for all attendees These events were extremely successful the past two years and we are using all the feedback we received to improve them.
Partners:	Equity and Inclusion Office, SAS, SSC, LIBRARY
Service Goal/Objective	<i>Community Event – Board game night</i>
Why:	An opportunity for new and returning students to get to know fellow students with disabilities
Difficulties:	Crowdsourcing board games and finding board games that are accessible
Partners:	Clubspace (Clubs Admin)
Personal Goal	Start the year with a strong presence on campus and solidify ourselves as a community hub for students with disabilities.

OCTOBER

Service Goal/Objective	<i>Disability Studies Reading Group (meet potentially twice monthly – same reading, just offer two times to come and discuss)</i>
Why:	To offer a chance for students to engage critically with disability studies and fill the gap in McMaster’s curriculum and course offerings
Difficulties:	Finding accessible formats for OERs
Partners:	Library Accessibility Services
Service Goal/Objective	<i>Resume support groups</i>
Why:	To offer peer-support in a group setting that allows students to connect with other students with similar lived experiences
Difficulties:	Finding volunteers with lived experience to run them and coordinate times that don’t conflict
Partners:	N/A
Service Goal/Objective	<i>Community Event – Halloween Event (Slime making?)</i>
Why:	To allow students with disabilities an opportunity to feel like part of a community and meet students who have similar lived experiences
Difficulties:	Finding a Halloween activity that is accessible (slime making a possibility?) - plan to consult with exec team
Partners:	SAS, other peer-support services (PCC, WGEN, SHEC)
Personal Goal	Solidify after-hours programming and community-focused events and continue to strengthen on-campus partnerships.
Service Goal/Objective	<i>Library Accessibility Get-to-Know</i>
Why:	To get students comfortable in the accessibility area of the library (Mills) and what LAS can do for students with disabilities.
Difficulties:	Coordinating with LAS over times, funding.
Partners:	LAS (library accessibility services)
Personal Goal	To create this event for the first time, create more relationships with other accessibility services on campus.

NOVEMBER

Service Goal/Objective	<i>DISability Discussion: Topic TBD by end of July</i>
Why:	Continue to be a hub for accessibility discussions on campus Lobby to relevant university and community resources for greater accessibility – continue to run discussions from last year and strengthen their presence
Difficulties:	Finding a more accessible area to run them in other than Maccess that in the past did not have enough room for all attendees
Partners:	Equity and Inclusion Office
Service Goal/Objective	<i>Community Event – Button Making</i>
Why:	A fun activity for students to come and create identity-related buttons and create extra buttons to keep in the space!
Difficulties:	Collecting supplies
Partners:	Clubs (button maker)
Service Goal/Objective	<i>Disability Language advocacy campaign</i>
Why:	Similar to the Trans Literacy Campaign run by WGEN, we would like to run an online and poster-driven campaign that informs students of the appropriate language to use when discussing disability
Difficulties:	Ensuring that our message is received and adequately promoted through the university
Partners:	Diversity Services (??), EIO, WGEN (for further ideas)
Personal Goal	Continue to be a strong presence on campus and educate students about the appropriate language to use when interacting with students with disabilities.

DECEMBER

Service Goal/Objective	<i>Exam de-stress / community event (Arts and Crafts)</i>
Why:	To allow students a place to de-stress and create something amongst the stress of exam season
Difficulties:	N/A
Partners:	SAS (good collaboration last year for these events)
Service Goal/Objective	<i>Maccess Study Group (weekly)</i>
Why:	Create more study space on campus and create a place for students to study in a group environment with fellow students with lived experience – share study tips that may help them and collaborate
Difficulties:	N/A
Partners:	Library Accessibility Services – perhaps use their space as a satellite room to run study groups
Personal Goal	Give students a space to de-compress with the stress of exams looming over their heads.

JANUARY

Service Goal/Objective	<i>Hire and train second round of volunteers – using Humans of Maccess promo to promote second round</i>
Why:	To set a standard for strong, equipped, well trained volunteers and strong volunteers who will (hopefully) return to volunteer with us again
Difficulties:	Ensuring volunteers don't feel overwhelmed and coordinating a time for training
Partners:	Underground, TRRA and Training/Volunteer Coordinator
Service Goal/Objective	<i>DISability Discussion: Graduating and Grad School</i>
Why:	To create an open forum for students to express concerns re: grad school and advice on navigating applications and higher education
Difficulties:	Finding a more accessible area to run them in other than Maccess that in the past did not have enough room for all attendees
Partners:	Students with disabilities in grad studies at Mac (Sophie Geffros), Equity and Inclusion Office
Personal Goal	To reinforce our presence on campus for the Winter 2020 semester!

FEBRUARY

Service Goal/Objective	<i>Rare Disease Day (call for submissions in early Feb)</i>
Why:	Create a platform for students to share experiences and educate McMaster students about rare diseases
Difficulties:	Ensuring we have enough submissions to create a regular stream of posts on February 28 th .
Partners:	N/A
Service Goal/Objective	<i>Community Event – Movie Night (movie night to be determined)</i>
Why:	Allow students to connect through a movie screening during the colder months on campus
Difficulties:	Finding a room that is accessible and can host a movie night (Club Space)?
Partners:	Library Accessibility Services
Personal Goal	Advocacy push – to ensure students are aware of the issues affecting students with disabilities on campus
Service Goal/Objective	<i>Athletic Event for Students with Disabilities</i>
Why:	To promote accessibility in athletics and the importance that any kind of exercise in promoting overall wellness. To receive support from areas of the University (like athletics)
Difficulties:	Getting BMO & McMaster Athletics to partner with us/run an event Finding an accessible event for all individuals
Partners:	EIO, BMO, McMaster Athletics
Personal Goal	To establish Maccess' presence on campus in a larger scale in events that we traditionally haven't engaged with

MARCH

Service Goal/Objective	<i>DISability Discussion: Topic to be determined by end of July</i>
Why:	Continue to be a hub for accessibility discussions on campus Lobby to relevant university and community resources for greater accessibility
Difficulties:	Finding a more accessible area to run them in other than Maccess that in the past did not have enough room for all attendees
Partners:	Equity and Inclusion Office
Service Goal/Objective	<i>DISVisibility week</i>
Why:	Continue advocacy efforts from last year Create a strong presence on campus and collaborate with other identity-based services to run intersectional events
Difficulties:	Ensuring attendance is high at all events
Partners:	WGEN, Diversity Services, PCC, SHEC
Service Goal/Objective	<i>Annual Accessibility Forum</i>
Why:	Gain an awareness of the areas on campus where McMaster is either succeeding or failing to provide accessibility for students
Difficulties:	Creating a report and distributing it throughout the school
Partners:	SAS, SSC, Equity and Inclusion Office
Personal Goal	Solidify ourselves as a strong, cohesive community by the end of the semester.

APRIL

Service Goal/Objective	<i>Volunteer Appreciation Event at the Grind</i>
Why:	To ensure that volunteers feel valued and important!
Difficulties:	N/A
Partners:	The Grind
Service Goal/Objective	<i>Maccess Study Groups (weekly)</i>
Why:	Create more study space on campus and create a place for students to study in a group environment with fellow students with lived experience - share study tips that may help them and collaborate
Difficulties:	N/A
Partners:	Library Accessibility Services – perhaps use their space as a satellite room to run study groups
Service Goal/Objective	<i>Exam De-stress (Arts and Crafts)</i>
Why:	To allow students a place to de-stress and create something amongst the stress of exam season
Difficulties:	N/A
Partners:	SAS
Personal Goal	Finish off the year strong and give students fun opportunities to de-stress throughout the exam period.

Monthly Breakdown

April	<ul style="list-style-type: none"> ○ Go through transition report and year-end report with outgoing Maccess coordinator and get a feel for the year ahead.
May	<ul style="list-style-type: none"> ○ Get acquainted with the space, throw out any immediate garbage. ○ Meet with Sarah (VP Admin) to go through process for hiring execs, etc. ○ PTM training.
June	<ul style="list-style-type: none"> ○ Post exec hiring positions – are open until June 28 ○ Review applications ASAP
July	<ul style="list-style-type: none"> ○ Interview and then hire exec positions ○ Have exec team building experience ○ Hold exec team training
August	<ul style="list-style-type: none"> ○ Put out space volunteer applications for the Fall 2019 ○ Create exec on-call schedule ○ Train space volunteers in late August/early September
September	<ul style="list-style-type: none"> ○ Train space volunteers in late August/early September ○ ‘Humans of Maccess’ promotional campaign to solidify service’s presence on campus ○ Have ‘DisAbility Discussions’ (partner with EIO) – for students on navigating higher education ○ Community board game night
October	<ul style="list-style-type: none"> ○ Support groups resume ○ Maccess study groups start for the first time on a bi-weekly basis ○ Community event (Halloween themed) – potential partners in PCC, WGEN ○ LAS get-to-know event
November	<ul style="list-style-type: none"> ○ Button making community event ○ Disability advocacy campaign ○ ‘DisAbility Discussion’ – topic TBD (EIO)
December	<ul style="list-style-type: none"> ○ Exam de-stress community event with SAS ○ Maccess study group
January	<ul style="list-style-type: none"> ○ Hire and train second round of space volunteers ○ ‘DisAbility Discussion’ – grad school (EIO)

February	<ul style="list-style-type: none"> ○ ‘Rare Disease Day’ advocacy campaign ○ Community event – movie night (possible partnership with PCC, WGEN, SHEC, Diversity Services) ○ Athletic event for students with disabilities – promotional/advocacy (BMO, McMaster Athletics)
March	<ul style="list-style-type: none"> ○ ‘DisAbility Discussion’ – topic TBD (EIO) ○ DisVisibility Week (advocacy week) ○ Annual accessibility forum (with other on-campus accessibility services)
April	<ul style="list-style-type: none"> ○ Volunteer appreciation event ○ Maccess study group ○ Exam de-stress community event (SAS)

Long-term planning

Overarching Vision (what is the ultimate goal?)	<i>Create a multi-school conference on accessibility and disability-related issues (Momentum: A Disability Justice Conference)</i>
Description	<ul style="list-style-type: none"> • To continue to fill the gap in McMaster’s lack of disability studies courses, a conference is a great opportunity to invite experts to engage students with critical disability studies. • Collaborate with RYEaccess and Students for Barrier Free Access (and other relevant disability groups throughout the GTHA)
Benefits	<ul style="list-style-type: none"> • Fill a large gap in McMaster’s course offerings. • Create a stronger presence on campus. • Allow students and faculty who are not-disabled an opportunity to learn and deepen their understanding of disability and accessibility.
Year 1 Goals	<ul style="list-style-type: none"> • Research potential themes and topics for upcoming years and look into potential keynote speakers. • This was not done – my goal is to continue on any research done and to do my own to organize a small-scale McMaster & Hamilton-based conference.
Year 2 Goals	<ul style="list-style-type: none"> • Run a smaller-scale McMaster and Hamilton-based conference to get an idea of the amount of interest in such a conference. • This is what I hope the ‘Accessibility Forum’ in March will be.
Year 3 Goals	<ul style="list-style-type: none"> • Run our first multi-school conference.
Partners	RYEaccess, SBA, Equity and Inclusion, SAS, SSC, PACBIC

