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Professor Ivey

Eng 211c

April 14, 2025

## **Opening New Doors: Evaluating Accessibility at Batten Arts and Letters**

### **Purpose**

The overall purpose of this accessibility audit was to survey structures in the Batten Arts and Letters building on their ability to accommodate for the certain needs of some individuals. We completed a walkthrough of the building to review the places with little to no accommodating features that needed to be addressed in hopes of advocating for change in the future. Universal design is not a topic that is widely discussed, when in fact it should be because it is the face of accommodation. Elizabeth Dalton and her colleagues of researchers who specialize in this topic mentioned that, "The frameworks of universal access (UA), universal design (UD), and universal design for learning (UDL) offer unique ways to build inclusiveness especially in our education systems." Being able to implement these different modes of accessibility in our environment creates an inclusive space that invites everyone to participate.

## Space Introduction

Currently, I am a student here at Old Dominion University in English 211c. The audit we conducted, specifically in the Batten Arts and Letters building (BAL), was during the last week of March, the 24th through the 28th (see Figure 1). With 9 stories and 29 classrooms, BAL is the tallest building at ODU, according to the campus website. In addition to this, it is also home to the College of Arts and Letters, for liberal arts and interdisciplinary studies.



Figure 1

## Transportation

The Batten Arts and Letters building is located just off of 43rd Street, on Hampton Boulevard. Monarch Transit is a free mode of transportation for all ODU students and faculty. The shuttle goes to 13 stops throughout campus from 7:30am to

5pm on Monday through Thursday, while Friday's only running until 4pm. With Monarch Transit being wheelchair accessible, service animal friendly, and having a bike rack, it's just a short distance across campus to reach your destination. The only downside is that it does not stop in front of BAL, only Perry Library according to the ODU website.

## Access to the Building

When I'm heading to Batten Arts and Letters from the dorms, I usually access the building through what I believe is the back entrance, the side opposite of Hampton Boulevard. Most, if not all, of the doors have a push-button to automatically open up, making access easier. The main sidewalk leading up to the building is very wide and spacious, yet covered by trees with leaves and sticks that are constantly falling onto the pathway. Nobody comes by to clean up, making the sidewalk a hazard for individuals who cannot avoid them. From this sidewalk though, you can see the handicap accessible parking, as well as the bike rack for BAL.



Figure 2

## Exterior Access

The entrances to the building can be automatic with the push of a button, making for easier and more efficient access. Unfortunately, while doing the accessibility audit I did not realize that BAL had ramps leading up to the building on either side. The ramps, or sidewalks, are rather small and unmarked, leaving them to go unnoticed. The same issue above, with twigs falling onto the sidewalk from hovering trees, is presented at these ramps too. The only place seeming to not have this issue is the front entrance.



Figure 3

## Interior Access

When entering through the back of Batten Arts and Letters, immediately to the right of the open space is an array of different seating options. According to Sarah K. Lennox, who researched increasing accessibility through seating, "Providing this variety means accommodating a wide range of visitor needs." Further forward, there

are 5 steps leading to the next level, a locked lift, and 3 small elevators leading to the floors above (see Fig. 3). The first problem arises if you do not have a key to the lift, ultimately calling for more work on the individual, traveling around the outside of the building. The second problem arises at the elevators, which have little to no accommodating features for individuals who are deaf or hard of hearing, especially in cases of emergency. The elevator is around 4' by 5', considerably small, too small to be inclusive for all (see Fig. 4). Also, the middle elevator was out of order for longer than a week and Dario Trabucco, researcher of tall buildings, states that, "Elevators are an essential device to access multi-story buildings, not only for persons with disabilities but also for the general public." It wasn't an ideal situation with how many people are in the building on a daily basis

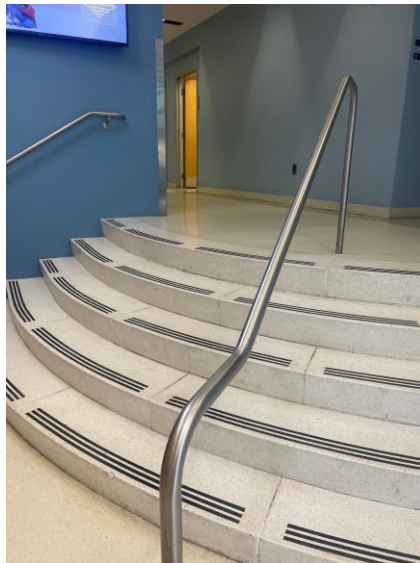


Figure 4 (On left)



Figure 5 (On right)

## Hallways/ Stairs/ Other Floors

On all 9 floors is access to water fountains of various heights and vending machines throughout the building (see Fig. 8). There are various seating options, cushioned or armrests, which continue throughout each floor, on almost every hallway (see Fig. 7). Lighting on the first floor is adequate, with many windows balancing out the fluorescent lights. On the floors above, the lighting is very bright throughout the hallways not including windows and headache inducing. I didn't get exact measurements, but door entrance sizes vary depending on where you're headed such as the elevator, bathrooms, and different hallways which is inconvenient for users with mobility issues. Last but not least, the exit signs are properly and visibly displayed with contrasting colors, but the fire plan/ route is not visible (see fig. 10).

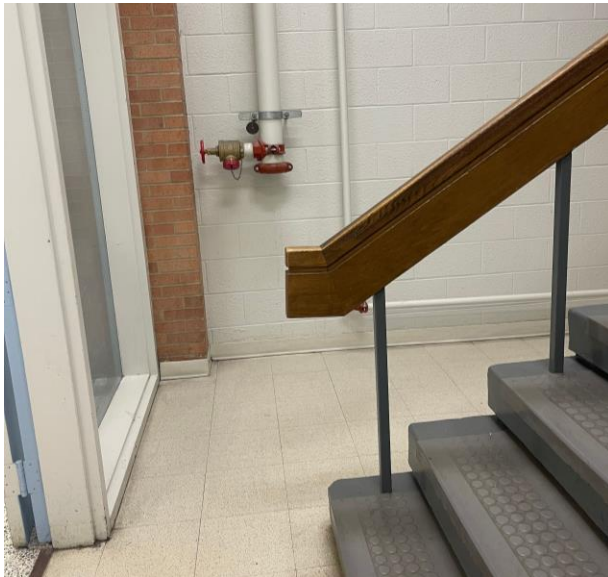


Figure 6 (On Left)



Figure 7 (on Right)

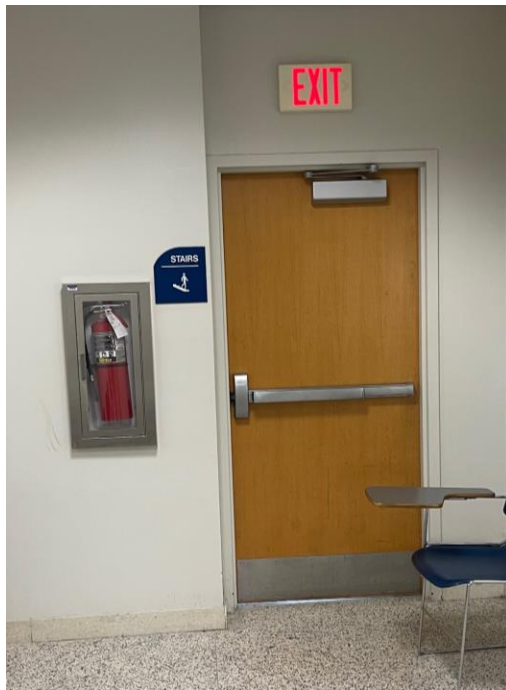


Figure 8 (Top left), Figure 9 (Top right),  
Figure 10 (Bottom center)

## Final Thoughts

Overall, the accessibility of Batten Arts and Letters is only partial to what it should be. While there are some accommodations in place that align with the American Disabilities Act (ADA), there are several modifications and amenities that could be added to the Batten Arts and Letters building to improve the accessibility and inclusivity of its infrastructure. “Inclusive built environments are essential for a better future for physically disabled people and humanity” (Alhusban and Almshaqbeh).

## Recommendations

“In order to ensure equity of access in higher education, universities and other postsecondary institutions must consider physical and programmatic access, content readability, personal usability and appropriate individual and system-based supports in order to achieve the goal of inclusive education” (Dalton, M. Elizabeth, et al.).

Beginning with transportation, Monarch Transit should add more stops to their route, including the Batten Arts and Letters Building. Lots of students come to this building daily, so only stopping nearby isn’t sufficient enough. Continuing on with the exterior side of BAL, trimming the trees, or bushes, and keeping maintenance on the sidewalks daily is a starting point to improvement. Keeping these pathways clean ensures that there are no obstructions preventing someone from getting to and from this building. On the interior side of BAL, the size of the elevators should be increased as well as the

number of handrails actually inside. Currently, they are smaller than 5' by 5' and only have one support rail, just missing the guidelines in the audit. On the floors above the first, lighting is inefficient and unnecessarily bright, causing headaches and strain on eyes. Different forms of lighting should be implemented and offered for individuals with light sensitivity. Lastly, there should be policies, such as a scent or allergy policies, put into place for a more welcoming environment.

## ACCESSIBILITIES OVERVIEW OF:

Location, Contact Info Etc:	Batten Arts and Letters Bldg, Hampton Blvd, Norfolk, VA, 23529
When was the audit performed?	March 24-28, 2025
Website link:	<a href="https://www.odu.edu/technology-services/technology-classrooms/bal">https://www.odu.edu/technology-services/technology-classrooms/bal</a>
Google Map Link:	<b>📍 Batten Arts and Letters Building</b>
Link to full access audit:	<b>📄 Access Audit: Kathleen, Alissa, Ashlyn</b>

OVERALL ACCESSIBILITY RATINGS:					
ACCESS CATEGORY:	HIGH	SEMI	NOT	N/A	COMMENTS
Blind and Low Vision		x			Braille is used on all floors, that is the only accommodation though.
Deaf, Hard of Hearing, or Other Audio Barriers		x			ASL accommodations are not provided in the building.
EMS (Electro Magnetic Sensitivity)			x		No policies in place preventing use of electromagnetic fields like wi-fi.
Multiple Chemical Sensitivity Scent Reduction/Free			x		No scent policy in place.
Wheelchair/ Scooter User /Mobility Limited		x			Elevators are smaller than 5' x 5' and may not accommodate all wheelchairs. Lift needs assistance.
Bathroom Access		x			The first floor restroom takes a while to access if you are coming from the direction from the dorms but there is a wheelchair lift next to the elevators.
Other Access Categories					

**Access Rating Key:** *[leave key in place when complete to give an idea how you're deciding on ratings]*

**HIGH:** e.g. can freely access all publicly available spaces; scent policy in place and enforced; ASL, Braille, & other accommodations available at no charge to the individual; sliding scale available; etc.

**SEMI:** e.g. can access most/main activity spaces but not all public areas, some arrangements/changes

required, some accommodations provided for deaf/HoH and blind/vision limited folks; adequate lighting for signing; limited scent policy; etc.

**NOT: e.g.** can't access main public areas; no scent policy in place; no asl, Braille or other accommodations; inadequate lighting for signing; no sliding scale; etc.

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*[ask the following questions, then remove the question]*

What is the space used for?

- Batten Arts and Letters accommodates the College of Arts and Letters. With 9 floors, the spaces are used for offices, classrooms, and computer labs.

Where is it located?

- Located on the corner of Old Dominion University, Batten Arts and Letters is at Hampton Blvd, Norfolk, VA, 23529.

Transit/bikes/etc?

- Monarch transit stops near ODU's Perry Library and is wheelchair accessible. There is also a bike lockup located right out front of the Batten Arts and Letters building.

Main space?

- There are accessible, spacious hallways in the building. Each floor includes various seating options if necessary. Braille is used as an accommodation in the elevator and throughout the building.

Washrooms?

- The washrooms in BAL that we overlooked were mainly on the third floor. Floors 1-3 have very spacious accessibility stalls. However, on the first floor to get to the restroom you have to enter from the entrance facing Hampton Blvd but another way to access the first floor restroom is by taking the lift next to the elevators.

Possible access issues?

- The elevators on the first floor are smaller than 5' x 5', making it difficult to accommodate for all wheelchair users and the lift requires assistance with a key.

Staff? Helpful? Able to assist? etc

Scent policy? *Paste the info below into the document and add the name of the site:*

*Then include this next section (including the links provided here):*

Please note that there is / is not currently a scent-reduced or scent-free policy in place at Batten Arts and Letters. Specific events will have their own policies. Refer to these resources if you'd like to learn more about how you can help create a safer environment for folks with Multiple Chemical Sensitivities:

**Fragrance Free Femme Of Colour Realness**, by Leah Lakshmi Piepzna-Samarasinha.

<http://www.brownstargirl.org/1/post/2012/03/fragrance-free-femme-of-colour-realness-draft-15.html>

**A FAQ on MCS and being scent-free:**

[Myths & Facts About Chemical Sensitivities by Peggy Munson](#)

[How to Be Fragrance Free. by Peggy Munson](#)

[3 Steps to Organizing a Fragrance Free Event](#)

[Why & How to Be Fragrance Free, and products you can use to reduce your use of scents](#)

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**RADICAL  
ACCESS  
MAPPING  
PROJECT.**

*Questions, concerns, additions, corrections, or kudos regarding this accessibility audit? Please email: [rampvancouver@gmail.com](mailto:rampvancouver@gmail.com)*

*Learn more about auditing, captioning, and the Radical Access Mapping Project here: <https://radicalaccessiblecommunities.wordpress.com/>*

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[If you have questions about a certain line, highlight, shade and/or outline it with dots, and i'll respond]					
EDITED COPY FOR DAY-OF-AUDIT, SEE <a href="https://docs.google.com/spreadsheets/d/1dXcPtCucPvIBQsAc6YVD35HwHdwCxPjf11sDyW7ZM4k/edit?usp=sharing">https://docs.google.com/spreadsheets/d/1dXcPtCucPvIBQsAc6YVD35HwHdwCxPjf11sDyW7ZM4k/edit?usp=sharing</a>					
Name and address of audited space: Batten Arts & Letters Building				Date Audited: March 24-28, 2025	
Batten Arts and Letters Bldg, Hampton Blvd, Norfolk, VA 23529					
OVERALL ACCESSIBILITY RATINGS:					
BROAD ACCESS CATEGORY:	HIGH	SEMI	NON	N/A	COMMENTS
AMENITIES					
- Childcare					
- Services					
- Telephone					
- Water/Food/Beverage/					
COVID					
- Do you require masking at events/ space?					
- Do you provide masks free of charge?					
- Is social distancing in place?					
- Prior to events or entering the space, are people expected to test?					
- If so, describe (e.g. time ahead, specific type of test, etc)					
COMMUNICATION					
DRUGS & ALCOHOL					
EMERGENCY/ SAFETY/ SECURITY					
FINANCIAL					
GENERAL INFO					
LIGHTING					
MOVING THROUGH THE SPACE:					
- Doors					
- Elevators/Lifts/Ramps/Stairs/Etc					
- Entry/ID/Security					
- Exterior Access					
- Getting There					
- Hallways/ Floors/ Route Through Venue					
- Parking					
- Mobility					
- Wayfinding					
SEATING					
SENSORY:					
- Blind/ Low Vision					
- Deaf/Hard of Hearing/Etc					
- EMS (Electro Magnetic Sensitivity)					
- Environmental (Latex/Animals/Allergens/Scents/Smoking/Mold/ Etc)					
- Quiet Space					
SHADE/SHELTER					
STAFF & ORGANIZATIONAL AWARENESS					
WASHROOMS / SHOWERS					
for more info: <a href="http://radicalaccessiblecommunities.wordpress.com/radical-access-mapping-project-vancouver/">http://radicalaccessiblecommunities.wordpress.com/radical-access-mapping-project-vancouver/</a>					
GENERAL RENTAL / SPACE INFO	Y	MIX	NO	N/A	COMMENTS
Primary function of the space					
Hours of operation:					
Size of space, in square footage					
Maximum capacity for events					
Rental fees (give full week range)					
What does rental include?					
Specific requirements for rental					
SIGNAGE & WAYFINDING	Y	MIX	NO	N/A	COMMENTS
Signage is in a clearly visible location?	x				Exit signs
Highly visible w/large, thick lettering <22pt font?	x				
Non-glare finish so it's easier to read?	x				
Letters & background high contrast for easier reading?	x				White background, red lettering
Braile?			x		
Tactile?			x		

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At a good height (5' above floor to centre-line of sign)?	x				Above door
Can a person approach within 36" of sign without standing within door swing?	x				
Directional signage large & consistent (colour, height, placement)?	x				
Well-lit at night?	x				
<b>LIGHTING</b>	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Is lighting even throughout the venue?	x				
Are there well-lit areas for people who use sign language to lip read and/sign?	x				
Are any hazards well-lit?				x	Exit signs?
What kind of lighting: fluorescent, incandescent, halogen etc? Describe					Fluorescent, bright lighting
Can fluorescent lighting be turned off and other lighting used instead?			x		
Strobe lights restricted, banned or simply not available in the space?					Not available in space
Are warning signs used if strobe light/ smoke/ explosive sounds are used (as any one of these can pose danger to some)?			x		
<b>VEHICLE &amp; MOBILITY SCOOTER PARKING</b>	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Accessible or other parking within 200 feet of the building?	x				In front of building
Well-signposted (upright & ground signage)?	x				
Signage regarding the misuse of the spaces?	x				Towing enforced
Are the spaces on level ground?	x				
Is there a slip resistant surface?			x		
Extra space designated to allow access to & from car (12' wide; 26' high)?	x				Extra space around spot
Allow easy & barrier-free access to closest entrance?	x				
Can the user avoid passing through traffic & behind parked cars?	x				On the sidewalk?
Are there areas/ spaces inside to park mobility scooters/ walkers, etc? Where?			x		
<b>EXTERIOR ACCESS</b>	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Outdoor paths in good condition (no roots, cracks, holes) to prevent tripping etc?	x				
Marked w/paint to indicate wheelchair accessible paths?			x		
Outline path edges with high contrast paint?			x		Only parking spots
Grate slots go against traffic flow so wheelchair wheels don't get stuck?				x	
Grate slots no more than 1/2" wide?	x				
Sidewalks, ramps & paths 36" wide?	x				
Drop-off near accessible entrance?	x				Parking lot/ sidewalk in front of building
Walkways well-lit at night?		x			With overhead lamps
Slip-resistant surface?			x		
<b>GETTING THERE: PUBLIC TRANSPORTATION ETC.</b>	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Transit near accessible entrance? How near?		x			Stops near Perry Library
Are there curb cuts leading from transit to the venue to ensure those using wheelchairs & others unable to climb a step can access the space?	x				
Transit accessible?	x				
Bus? Train? Other?					Monarch Transit
Route #s and other information					Online - ODU website
Bike lockups? Where?	x				Left of front door, near parking
Are transit tokens available?				x	
<b>DOORS: main and internal, excluding washroom</b>	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Is there a wheelchair accessible entrance?	x				
Is there signage to the accessible entrance?	x				Yellow/blue sign on door
Entrance well lit at night?	x				Believe so?
Path to the accessible entrance clear of obstacles, roots, big cracks, etc?	x				
Door is at least 33 3/4" wide? (BC Building Code Standard, 2013)	x				
Does door open inwards or outwards?					Outwards
Door swing clearance (from door edge to ramp edge) at least 32" to allow enough space when using a wheelchair or other mobility device, or for larger people?	x				
Operable by a single effort (no more than 8.5 lbs pressure for push or pull)?	x				Push button
Are doors automatic?	x				
Do automatic doors work?	x				
Can users open doors themselves? Wait for assistance? Describe.	x				Push button, near front door
Thresholds flush with floor, or nearly so (>1/2")?	x				
Doormats stationary, flat or recessed (> 1/2" high)?					Flat, thin mat
Wing handles, not knobs (there are many people who cannot grasp a doorknob)?					Push bar & wing handles
3 second closing delay to allow entry without being hit by the door?	x				
Peephole or windows in doors reachable (> 5 high)?	x				Long window in door
Locks no higher than 5'?	x				
Is there a doorbell at 48" high or less?			x		
If so, is there a visible and/or tactile indicator? Describe.				x	No doorbell
<b>ELEVATORS/LIFTS</b>	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Do you have a lift?	x				
Do you have an elevator?	x				
ELEVATOR size at least 5' X 5'?			x		More so 4' x 5.5'
LIFT dimensions at least 32"W x 48"L?	x				
Threshold no greater than 1/2"? Many wheelchairs can't get over a lip over 1/2" h	x				
Doors or compartment opens at least 33 3/4" wide?					Unable to see, not in use
Elevator call buttons at a reasonable height (35" - 54" above floor)?	x				

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Clear of obstructions in front of call buttons?	x				
Call buttons tactile?			x		
Call buttons brailed?	x				
Braille to left of call buttons?	x				
Tactile floor identification numbers at each door (height of 54")?			x		
Braille floor identification numbers at each door (height of 54")?	x				
Audible signals when elevator call is answered?			x		
Audible signals for direction?			x		
Handrails on three sides of elevator?		x			Only one, back wall
Handrails mounted 36" above floor?	x				
Does it require a key?			x		
Closing delay (3 seconds or more)?	x				
Electronic re-opening activators on elevator door?	x				
Can LIFT be operated without assistance? Is someone available to assist?		x			Assistance needed, key
Are all staff trained to operate the LIFT &/or are there clear instructions available?		x			Clear instructions printed on chairlift
Chairlift available? Describe.					Square, metal, near elevators

ESCALATORS	Y	MIX	NO	N/A	COMMENTS
Does your venue offer an escalator?			x		
How wide between rails?				x	
Is there an escalator for both directions?				x	

STAIRS & STEPS	Y	MIX	NO	N/A	COMMENTS
Is the publicly available space stair-free?			x		
If there are any stairs, how many are there, and where are they? Exact count.					Center of building, side of building
Is there a ramp nearby? Where is in relation to the stairs?			x		
Do the stairs have a non-slip surface?	x				Circular Indents
Tactile warning strips on stair edges so folks know where a step begins & ends?			x		
Good lighting?	x				
Contrast lines on steps (top/bottom yellow, rest white) to indicate start/end?			x		
Closed risers? (They are safer because they limit chances of tripping)	x				
Maximum step height 7" & uniform?	x				
Tread size is at least 11"?			x		(no measuring tape)
Suspended stairs have sufficient warning devices (planters or railings)? For example, so folks don't hit their head on the underside.	x				
Continuous handrails? Height?	x				Yes continuous (height unsure)
Width between handrails. Can you grasp both securely going up/down the stairs?			x		Only one
Rails extend 12" past top riser & bottom tread to assist past the last/first step?		x			Extends 3"
Handrails 1 1/4" to 1 1/2" in diameter & easy to grasp?	x				
Handrails in contrasting colour for better visibility?		x			Wooden handrails

RAMPS: EXTERNAL	Y	MIX	NO	N/A	COMMENTS
Are there ramps to enter the space? Where?			x		Don't believe BAL has any ramps
Easy to find / well posted / etc?				x	
Marked by access sign?				x	
Gradient no more than 1:12? (less than 1 foot of rise for every 12 feet of ramp)				x	
Textured, non-slip surface?				x	
Detectable warning surface so people can prepare for an incline/decline?				x	
Continuous & sturdy handrails?				x	
Handrails 36" above ramp? width apart?				x	
Handrails extend 12" beyond top & bottom of ramp?				x	
Rest areas at less than 30' intervals to provide time not on an incline?				x	
Well-lit?				x	
At least 32" from door edge to ramp edge to ensure enough space to open door?				x	
Are external ramps covered for weather protection?				x	

RAMPS: INTERNAL	Y	MIX	NO	N/A	COMMENTS
Are there ramps inside the venue? Where?			x		Don't believe BAL has any ramps
Easy to find / well posted?				x	
Marked by access sign?				x	
Gradient no more than 1:12? (less than 1 foot of rise for every 12 feet of ramp)				x	
Textured, non-slip surface?				x	
Detectable warning surface so people can prepare for an incline/decline?				x	
Continuous & sturdy handrails?				x	
Handrails 36" above ramp? width apart?				x	
Handrails extend 12" beyond top & bottom of ramp?				x	
Rest areas at less than 30' intervals to provide time not on an incline?				x	
Well-lit?				x	
At least 32" from door edge to ramp edge to ensure enough space to open door?				x	

HALLWAYS & FLOORS	Y	MIX	NO	N/A	COMMENTS
Are hallways 59"w?	x				Almost 100"
Fire doors have magnetic hold-opens?	x				
Fire doors clear of obstacles?	x				
Door edges painted contrasted colour as warning if door is slightly open?			x		
Carpet tightly woven, non-static, level loop with direct glue-down?				x	No carpet in main areas
All floors non-glare?		x			Slight glare

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All floors non-slip?			x		
Does it seem like the floor would be easy to move around on?	x				
Are the halls and common areas free from obstructions? Please detail.		x			With the exception of stairs

ACCESSIBLE ROUTE THROUGH VENUE	Y	MIX	NO	N/A	COMMENTS
Is there an at least 48" wide accessible corridor through the venue from the accessible entrance to the bathrooms (to ensure safe passage for those with mobility access barriers to and from washrooms, fire escapes and so on)?	x				
Is it marked and/or monitored? How? (tape? rope? attendant? etc)			x		

ASSISTIVE LISTENING DEVICES, ASL etc SERVICES / ARRANGEMENTS	Y	MIX	NO	N/A	COMMENTS
Can the speaker be easily heard from any place in room?	x				Depends on classroom
Acoustics check: Clap. Is it free of echos or dead spots?		x			
For acoustics: is there carpeting, padded tiles, upholstered seats?		x			Carpet depending on the room
Adjust-able microphones available?			x		
Can loud fans and other equipment be turned off when not using?	x				
Can there be unobstructed views for interpretation and lip-reading?	x				
Can front row seating available to Deaf, HoH, low vision at no extra charge?	x				
Is that front row seating wheelchair accessible?		x			Depends on room
If a mic or lectern is used, can the speaker's mouth be visible for lip reading?		x			Depends on seating
Infra-Red system?			x		
FM system?			x		

i.e. a personal receiver worn by the person with the hearing loss & a transmitter worn by the speaker. The amplification provided by the person with the hearing loss allows them to participate in a large audience setting as the speech is transmitted directly to the personal receiver blocking out other environmental sounds)

Are there signs to indicate availability of the system and where it's located?			x		
Minimal internal noise from heating / cooling systems?		x			Yes, projectors get loud though
Limited number of angles/ walls/ pillars to reduce sound bouncing?	x				
If this is an event, is sign language interpretation provided?			x		Depends on event
How is this arranged?				x	
Free & timely copies of program/ agenda/ speech/ etc available for interpreters?		x			Depends on type of event
If interpretation isn't covered by the venue/event, can someone bring their interpreter to the event / into the venue free of charge?	x				
If interpretation can be arranged, is it culturally and otherwise appropriate for the event/venue? Explain.	x				
Closed Captioning capabilities? Give details.			x		
How is this arranged? Is there a fee?				x	
Are Communication Access Real-Time Translation (CART) services offered?			x		
If so, how is this arranged? Is there a fee?				x	
Any other services offered for those with barriers to accessing audio?			x		

PUBLIC TELEPHONE	Y	MIX	NO	N/A	COMMENTS
Is there a public telephone available?			x		No public telephone available.
Clear path width of 30" to allow wheelchair access?				x	
Located in a low ambient noise level area? Where?				x	
Handset / coin receiver / dialer within 48" of the floor?				x	
Cord minimum 29" long?				x	
Phone directories kept at accessible level?				x	
TTY?				x	
Shelf provided for TTY?				x	
If TTY is provided, do staff know how to operate it?				x	
Do the phones have volume controls?				x	

WATER FOUNTAIN	Y	MIX	NO	N/A	COMMENTS
Is there a water fountain available?	x				Multiple water fountains available on each floor.
Provided at varying heights to accommodate more needs?	x				
Recessed so as not to cause obstruction?	x				
Are there any barriers getting in the way of accessing it?	No.				

EMERGENCY SYSTEM	Y	MIX	NO	N/A	COMMENTS
Emergency evacuation plan posted?			x		If posted, not found. Not near emergency exits.
Does it fit requirements for accessible signage?			x		
Audible alarm signals?	x				
Visible alarm signals? flashes <5 flashes/second?	x				
Refuge area available, or accessible exit doors?	x				
Fire alarms within reach (5' from floor)?	x				
Emergency doors clearly marked?	x				
Fire extinguishers? How far from ground?				x	No fire extinguishers placed around the building for public use.
Sprinkler system?	x				Many sprinklers found placed throughout the building.
Smoke detectors?	x				
Is there a first aid kit anywhere? Where? Is it accessible?				x	No first aid kits places in accessible areas throughout the building.

SEATING	Y	MIX	NO	N/A	COMMENTS
Is rest seating available in the venue?	x				

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Armrests? Some do not fit larger people's bodies, and for some people they're necessary for getting into/out of seats. Describe.		X			Some chairs have armrests, other seats not.
Is there a variety of seating options? Describe.	X				Couches, stools, and chairs.
Seating options other than folding chairs? Folding chairs can be precarious for larger folks & many folks with disabilities requiring more supportive seating.	X				Folded chairs available, many other style seating available as well.
Dimensions of seating options ( floor to top of seat cushion x width between armrests or edges of seat x depth from front of seat cushion to back)	X				Floor to top of seat 20", no armrests on most seats, 18" width of seat front to back.
Is seating sturdy/solid/secure?		X			Couches more secure than single chairs.
At least 16" from ground to top side of seat cushion?	X				Ground to top seat 20".
Can people use wheelchairs in all areas?	X				
Do wheelchair seating spaces allow people to sit with companions?	X				
Does seating allow a guide dog to sit under a chair?		X			Some chairs have space underneath for a guide dog, others do not.
Is front row & barrier-free seating available for blind/low vision, Deaf/hoh or other people who require closer seating?	X				
Is there priority seating for disabled and/or fat folks and/or elders?			X		No priority seating, but options are provided.
If so, how is it marked/ maintained/ made known?			X		
Are seats available while waiting in lines, etc? Prioritized? Describe.	X				Seats located outside classrooms incase people need to sit and wait for the professor.
<b>FOOD, BEVERAGE, SERVICE COUNTERS, BANK MACHINES</b>					
	Y	MIX	NO	N/A	COMMENTS
Can people have food etc delivered to their table?				X	No food or beverage services. Food vending machines available.
Can people bring their own food & beverages into the venue, if required?	X				You can bring your own food inside the venue.
If food is served, what is the price range?				X	
Are there a variety of options? Vegan, halal, vegetarian, kosher, gluten free, etc?				X	
Are common allergens noted?				X	
Are ingredient lists available?				X	
Is staff available to clear off the tables?				X	
Is free water available?	X				
Service counters (ticket booths, bars, cutlery/condiment stands etc) easily accessed by someone using a wheelchair? I.e. barrier free? Dimensions?				X	
Automated bank machine buttons < 48"high?				X	
Enough clearance to access ATM? Things blocking the way?				X	
Is there a coatcheck available?				X	
What is the cost?				X	
Is the coat check wheelchair accessible?				X	
Is the coat check mandatory? For what items?				X	
<b>ENVIRONMENTAL: ANIMALS, ALLERGENS, MCS, SCENTS, MOLD, SMOKING, ETC.</b>					
<b>-- Scent Free or Reduced Policy</b>	Y	MIX	NO	N/A	COMMENTS
Do you have a policy in place?			X		No policy in place.
What does it cover? Reduced or free? All events or only some? Etc.Describe:				X	
In what formats do you provide info on the policy?				X	
How / is the policy enforced?				X	
Is the space free from air "fresheners"?	X				Yes, the venue is free from air fresheners.
If there are "fresheners", can they be moved/ blocked/ removed?				X	No air fresheners.
Is the space free from any other scents? (e.g. incense, sage, paints, etc)	X				Yes, no other scents found in venue.
If not, can use of those scented products be stopped/ alternated use/ altered?				X	
If yes, how can this be arranged?				X	
Are there air purifiers/filters available for use in the space? How?	X				Venue has implemented air purifiers.
<b>-- Animals</b>					
	Y	MIX	NO	N/A	COMMENTS
Are animals regularly in the space?		X			Some service animals are in the space.
If so, what kind?		X			Service dogs.
Are steps taken to reduce hair, dander, bird dust, etc?	X				Yes, cleaning services.
Are there any areas or times where/when no animals are allowed?			X		Regulations in place that allow serve animals in all areas and times.
<b>-- Guide Dogs</b>					
	Y	MIX	NO	N/A	COMMENTS
Is water available for guide dogs?	X				Water fountains available.
Is there an area where a guide dog can be toileted?				X	Mix.
Is there a quiet area where a guide dog can rest?			X		No designated area for guide dogs to rest.
<b>-- Smoking Areas</b>					
	Y	MIX	NO	N/A	COMMENTS
Accessible for people using wheelchairs and with other access needs?				X	No designated smoking areas.
At least 6 meters from doors/ intake?				x	
Is it clearly blocked off? How?				x	
<b>-- Dust and Mold</b>					
	Y	MIX	NO		
Is or has mold been a problem in the space?		X			Not sure.
If so, describe any efforts to deal with it, and outcomes.		X			Not sure. But, mold isn't a problem now.
Is the venue dusty?	X				
Is regular dusting / vacuuming / filtering / etc done to reduce dust?	X				Yes, janitors come and clean the venue daily.
<b>DRUGS AND ALCOHOL</b>					
	Y	MIX	NO	N/A	COMMENTS
Are alcohol or other substances served or consumed in the space? Describe.			X		Alcohol not permitted in venue.

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Are alcohol or other substances a central aspect of the space?			X		
Are there designated sober and non-sober spaces within the larger venue?			X		
If so, are those spaces wheelchair or otherwise accessible?			X		
Are non-alcoholic beverages available?	X				Water fountain.
What is the culture of the space in terms of people attending while intoxicated or using substances, or to using on-site? E.g. are people welcome? vilified? How?			X		Alcohol is not permitted on-site in the venue. People who are drinking alcohol are not welcome.
How do the venue/ event/ organizers speak about alcohol/ drug use?				X	Professors tell students alcohol is not welcome. University tells the faculty that as well.
<b>Important Note:</b> RAMP views drug & alcohol use in spaces to be an access issue, <i>but not only for sober folks</i> . If your space/event vilifies or otherwise demonizes alcohol or drug consumption/ use, RAMP believes you're not creating an accessible space. Sober space $\neq$ accessible. It's not that simple. People use & don't-use for many reasons, and any space/ event which vilifies people based on assumptions around what that use or not-use means & how it must manifest, is not accessible. There are times when a sober or not-sober space is the central point or necessary part of an event/gathering; and there are ways to have those spaces without treating each other like we're enemies. As a sober person, I feel strongly about this way of approaching alcohol and drug use / not-use / occasional-use in auditing spaces for access; it's central to auditing access without employing moralistic frameworks which already shut out too many people.					
<b>SHADE &amp; SHELTER</b>	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Accessible to people using wheelchairs and with other access needs?				X	Indoor venue.
<b>WHEELCHAIR/ MOBILITY/ ETC EQUIPMENT HIRE</b>	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Can people hire or borrow a wheelchair or other equipment at the venue?			X		No wheelchairs available to borrow.
If so, how is this arranged?			X		
How many do you provide?			X		
<b>QUIET SPACE</b>	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Is there a quiet space available to sit or lay down?				X	No designated quiet areas.
Is this space available during all open hours?				X	
Is it wheelchair accessible?				X	
Is it scent-reduced or in line with the other scent situation in the rest of the space?				X	
<b>STAFF/ORGANIZATIONAL AWARENESS</b>	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Have staff undertaken any disability awareness trainings?	X				Yes, I it is a requirement to become a teacher.
Staff have experience assisting people w/a range of disabilities &/or needs?		X			Some have.
If so, are staff available to provide assistance to patrons?		X			
Do any staff members have sign language skills?		X			Some can.
Is there a staff member with responsibility for access or for patrons with a disability or other access needs? Who? Provide contact info.	X				Office of Educational Accessibility. Email: <a href="mailto:oea@odu.edu">oea@odu.edu</a>
Are people encouraged & enabled to discuss issues around accessibility & ableism in the space? How?		X			Some professors encourage conversations, others do not.
Are conversations currently underway re: increasing access & awareness?	X				
If someone experiences ableism, racism, transmisogyny, fatphobia or any other form of oppressive behaviour from staff or other patrons, who can they speak with?	X				The dean of the University.
Is there currently an anti-oppression or human rights policy in place?	X				Yes, many.
Are conversations encouraged and/or currently underway re: anti-oppression etc?	X				
<b>CHILDCARE</b>	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Is this venue open to & welcoming of children? Describe specifics.				X	Depends
Is childcare available onsite?	X				Next door to BAL
Is it wheelchair and otherwise accessible? Where is it located?	X				
How much does it cost?				X	It depends on how old the child is
How is it arranged?				X	1:4 staff to infant ratio, 1:8 staff to preschooler ratio
Who is the contact person? And who is directly providing care?				X	The teachers provide care and Kimberly Williamson is the director
<b>FINANCIAL ACCESS</b>	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
What is the cost to enter venue?			X		
Do you offer sliding scale or a "no one turned away" policy?					
Are people able to be in the space without purchasing something?	X				
If there is a "minimum order", what is it? Describe.			X		
What is the cost to rent the space? Please give the range across the week.			X		
Are there deals for small groups, low income folks, non-profits, etc?			X		
<b>FINDING INFO ABOUT THE SPACE / EVENT</b>	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Is information about the venue & event available in a range of formats (e.g. Printed material, large print, audio, website)? Which formats are used?	X				large printed material like poster are around the building.
Is information about goods and services (programs and menus) available in a range of formats? Which formats?	X				There are informational posters about graduation info, clubs, events, and other many things.
Is printed information easy to read?				X	Depends on the person
Is information available in multiple languages? Describe.			X		
How are multiple formats/ languages accessed?			X		
Is accessibility information posted online & in promotional material? Specify.			X		
<b>ENTRY TO VENUE (ID REQUIREMENTS, SECURITY, ETC.)</b>	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Is identification of any kind required to enter the space? Describe.		X			Some classes you need a university I.D. for attendance but it get into the building no.
Does staff hold onto ID or simply check it?	X				
Do you have specific gender requirements to enter? Describe.			X		

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How do you handle "discrepancies" in ID (e.g. the name someone goes by is not their legal name, or you believe their photo doesn't "match" their name or stated gender)?					
Must people be legal citizens or residents to enter? Describe.					
Re undocumented folks, how do you handle ID requirements?					
Are there security cameras anywhere inside or outside the venue?					
Are there security personnel anywhere inside or outside the venue?					
The ODU police patrol around campus					
<b>EMS (electro magnetic sensitivity) ACCESS</b>					
Y MIX NO N/A COMMENTS					
We're committed to improving our information & knowledge in this area. If you have any input into more questions we can be asking, more work we can be doing to integrate this info into the rest, please do contact us.					
Are there alternatives to fluorescent lighting? (Fluorescent lighting is often a major cause for headache, dizziness and other symptoms.)					
Has wifi been banned or restricted in the space?					
Is there an option for using an ethernet cable access, not full-scale WiFi?					
Are cellphones restricted or banned in the space?					
Can people be asked at events to turn off / airplane mode their cellphones?					
Is there an identifiable, confined WiFi or cellphone zone for checking non emergency messages, making calls, using WiFi laptops, etc.?					
If so, how do people locate these? Are they noted?					
Where are the nearest cell phone towers? See map: <a href="http://www.ertyu.org/steven_nikkel/cancellsites.html">www.ertyu.org/steven_nikkel/cancellsites.html</a>					
Is the venue located away from dense wifi hotspots?					
OCEANVIEW CELL SITE 100 EAST OCEANVIEW AVENUE, NORFOLK, VA					
There is wifi in the building BAL and around campus called eduroam but you either need to be a student or a teacher with a login.					
To make your event/venue more EMS accessible: <a href="https://docs.google.com/file/d/0B81n0augDG8kLXQ4Z2FQcnhxWjA/edit?usp=sharing">https://docs.google.com/file/d/0B81n0augDG8kLXQ4Z2FQcnhxWjA/edit?usp=sharing</a>					
<b>PUBLIC WASHROOMS: add additional washroom sections as needed</b>					
If there are no w/c accessible washrooms in the space, are there any nearby? If so, how far? And fill in as much as possible about those washrooms in the sections below. Otherwise, delete this line.					
Y MIX NO N/A COMMENTS					
<b>Is it a stand-alone room, or a stall within a larger shared bathroom?</b>					
Room number if applicable:					
Is the bathroom publicly available without a key/code?					
Signage to accessible washrooms?					
Is it marked as all-gender? Specify:					
Is it in a safe location (ie. not in an isolated spot)? Where?					
Entrance at least 33 3/4" wide? (BC Building Code, 2013)					
Is the door automatic?					
Do automatic doors work?					
Lever door handles? Specify.					
Is there unobstructed internal wheelchair clearance (5' x 5') in the stall or room?					
What is the clearance inside the Lift?					
Light switch <5' from ground? Location?					
What type of lighting in the bathroom?					
There was no lift inside the bathroom. The lightswitch was exactly 5' off the ground. There was Florescent lighting in the restroom.					
<b>Amenities</b>					
Y MIX NO N/A COMMENTS					
Changing table? Specify: location, height, length, width; baby or adult?					
Are there sharps container/s?					
Are scent-free soaps available?					
Is the washroom free from air "fresheners" or other scents?					
If there are "fresheners" etc., can they be moved/ removed/ blocked?					
Is there an audible alarm system?					
Is there a fan? Loud? Quiet? User activated? Etc. Please describe.					
The fan in the third floor restroom is somewhat loud but tolerable.					
<b>Sink</b>					
Y MIX NO N/A COMMENTS					
Sink has w/c clearance (30" wide X 10" deep to pipes or 20" to wall X 28" high)?					
Pipes wrapped to prevent burns?					
Lowered mirror (40"h maximum from floor, or tilted down)?					
Lever or auto type faucets, not spring-loaded?					
How far are faucet handles from the front of sink?					
In the third floor restroom the faucet handle is 10 in. away from the front of the sink.					
How far are soaps from the front? permanent?					
The soaps are permanent in the third floor restroom and are 5in. away from the mirror					
Towel dispensers a maximum of 48" from floor? location?					
The towel dispensers in the third floor restroom is 48" from the floor and they are behind the sinks and on the right wall once you walk in.					
Is there a tampon/pad dispenser?					
Tampon/pad dispensers no more than 48" from floor? Location?					
Other					
<b>If it is a stall within a larger shared room:</b>					
Y MIX NO N/A COMMENTS					
Does the stall door lock from the inside?					
Do locks work securely?					
Free of obstructions other than toilet? Describe if necessary.					

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Does the door swing outwards (clearance of 32")?			X		The second floor restroom has one lock that is somewhat loose but the third floor locks are tight. The doors in the third floor and second floor restrooms swing inwards and not outwards. The stall doors in third, second, and first all have the handles as the lock.
Self-closing door?			X		
Is the stall door at least 32" wide?	X				
Is the door self-closing?			X		
Does it have an inside door handle on the hinge-side?			X		
Does it have an inside door handle on the hinge-side?			X		
<b>Urinal</b>					
	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Is there a urinal in the room?	X				Yes, in the mens restroom on floors 1-3
How high is the urinal?				X	17-24 inches
Wall hung or stall type urinal?	X				Wall hung
Is it on ground level?	X				
Are there dividers between urinals?	X				
Flush mechanism auto or lever at lower than 48" high?	X				
Support bars?			X		
<b>Supports</b>					
	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Grab bars on 2 sides? Which?					The grab bars in the womens restroom on the third floor are on the left side of the toilet and the backside of the toilet
Grab-bars max 1" from wall?	X				
Slanted grab bars minimum 33"h to a maximum of 36"h at top?				X	
Grab bars minimum 42" long?	X				
Transfer to toilet from which side/s?	X				There is space on the left side of the toilet on the third floor restroom. (facing toilet)
Toilet paper holder 7"- 9" in front of toilet ( @centerline of the dispenser )?			X		The toilet paper holder is 9.6" left of the toilet
Toilet paper outlet between 20" - 48" from floor so it's easier to reach?	X				The toilet paper outlet is 44.5" from the floor in the third floor restrooms so it is easier to reach
What kind of flush mechanism? Lever? Auto? Centre button? Etc.	X				The flush mechanism is a lever for the third floor restroom.
Is the flush mechanism located closest to where the user is? I.e. not on wallside?	X				On the third floor the flush mechanism is a lever which is behind the user.
Is the toilet seat 17"h - 19"h?	X				On the third floor the toilet is 18" high.
Is the centreline of the toilet 12" - 18" from the side wall/ partition?	X				
Space between wall and edge of toilet	X				
Space between front of toilet and opposite wall	X				
Coat hook & inside shelf inside cubicle 40"h min - 48"h max?	X				
Is there an alarm button for people to use in an emergency? Where is it?			X		
<b>Other stalls</b>					
	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Are there other stalls? How many?	X				There are three stalls on the third and second floor.
Clearance under partition (divider between stalls) at least 9"h?	X				
Door width in other stall/s	X				The door width of the third floor stalls is 31"
Does door swing out in other stall/s?			X		
How much space is between the closed stall door and front of toilet?	X				The space between the closed stall door and front of the toilet is 30" on the third floor.
Is the centreline of toilet 17" - 19" from the side wall / partition?	X				The centreline of the toilet is 21" from the side wall on the third floor restrooms
Other stalls measure a minimum of 60"deep x 35-37"w?	X				
Toilet seat in other stalls 11"h - 17"h?	X				
Support bars?			X		
<b>Showers</b>					
	<b>Y</b>	<b>MIX</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Are there showers?			X		
seat height				X	
to support bar				X	
to faucet				X	
to showerhead				X	
hook				X	
If the door is directly in front of the toilet, the toilet cannot overlap the required maneuvering clearance (5' x 5') for the stall door. Describe setup.					Open the door, swings to the right; light switch is on the left; immediately in front of door is the sink; toilet is on the left; baby changing station is behind the door. It's the opposite setup in the other bathroom.
If sink is in the stall, it should be opposite the stall door, next to the toilet, the stall compartment must measure 66"d x 60"w. Describe setup.					N/A; not stalls.
Cut and paste additional sections for more bathrooms below					
<b>RECOMMENDATIONS:</b>					
E.g.					
- ems policy					
- multi-language					

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- replace knobs with lever handles
- visible first aid kit
- visible emergency evacuation plan in multiple languages
- consider providing scent free soap folks can take to bathrooms and return
- scent policy
-
-
-
This template is regularly updated. If there's anything you'd like to see included, please contact RAMP. If you'd like to use this audit template in whole or in part to create or add to your own, please do so, and ensure you credit this work. If you use a specific RAMP-completed audit in any way, please ensure RAMP contact information is attached so we can field specific questions/ concerns/ additions. <a href="mailto:rampvancouver@gmail.com">rampvancouver@gmail.com</a>
<b>For more info: <a href="http://radicalaccessiblecommunities.wordpress.com/radical-access-mapping-project-vancouver/">http://radicalaccessiblecommunities.wordpress.com/radical-access-mapping-project-vancouver/</a></b>

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## Appendix

1. Figure 1: Back of Batten Arts and Letters Building. Blue sign with name of building, next to brick sidewalk.
2. Figure 2: 2- dimensional map of the Old Dominion University campus. Circled in red is the Batten Arts and Letters building.
3. Figure 3: Side entrance to Batten Arts and Letters. Sidewalk leading up to the double doors, with an accessible automatic push button. Trees hovering over the sidewalk.
4. Figure 4: 5 rounded steps with grip on the front leading to the elevated first level, along with a round metal railing in the middle of the steps.
5. Figure 5: Elevator with vertical panelling and one metal support bar along the back wall. Textured floor for extra grip.
6. Figure 6: In the main stairwell of Batten Arts and Letters, showing the edge of the wooden handle extending 3-4 inches past the last step.
7. Figure 7: Three chairs side by side on the first floor of Batten Arts and Letters in the hallway. One black chair with a desk, in the middle is a black chair with no desk, and on the end is a cushioned chair with armrests.

8. Figure 8: Two silver water fountains side by side on the first floor of Batten Arts and Letters. One fountain raised a few inches higher off the ground than the other.
9. Figure 9: Zoomed in on the main interior steps of Batten Arts and Letters. Little non-slip circles barely protruding from the steps.
10. Figure 10: Exit sign is visible above a wooden door with a sign leading to the stairs. To the left of the door is a fire extinguisher.