



URDANETA CITY UNIVERSITY POLICY FOR EQUITABLE ACCESS TO OUTREACH PROGRAMS AND EXTENSION ACTIVITIES

SECTION 1. GENERAL PROVISIONS

1. Short Title

This document shall be known as the **Urdaneta City University Policy for Equitable Access to Outreach Programs and Extension Activities**.

2. Declaration of Policy

Urdaneta City University (UCU) is deeply committed to **fostering an inclusive, equitable, and diverse academic environment** across all of its outreach programs and extension activities. Consistent with its core values and aligned with the **United Nations Sustainable Development Goal 4 (Quality Education)**, the University recognizes that quality learning must be **accessible to everyone**, regardless of **ethnicity, religion, disability, immigration status, gender, or any other social characteristic**.

This policy seeks to:

- a) Guarantee that all outreach and extension programs are **inclusive and accessible** to all sectors of society.
- b) Identify and eliminate barriers that hinder the participation of **marginalized or underrepresented groups**.
- c) Foster **cultural awareness, respect, and engagement** with diversity within university-led outreach initiatives.
- d) Ensure that the design, implementation, and evaluation of outreach activities consistently apply **principles of equity, inclusion, and accessibility**.

3. Purpose

This policy aims to uphold **UCU's inclusive education mandate** by ensuring that all individuals—regardless of background or identity—have equal opportunities to participate in the University's outreach and extension programs. Specifically, it seeks to:

- a) Reduce disparities in participation and access to university-led programs.
- b) Provide a consistent, transparent framework for equitable program implementation.
- c) Encourage collaboration among students, faculty, staff, and community stakeholders to promote inclusivity and shared learning.

4. Scope

This policy covers all outreach and extension programs, including:

- a) Educational and vocational training programs.
- b) Public lectures, seminars, and community workshops.
- c) Community engagement, volunteer, and service-learning projects.
- d) Research and field-based outreach initiatives.
- e) Programs supporting local development, livelihood, and civic education.

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5. Principles of Inclusive Access

To ensure that all educational and outreach programs embody inclusivity, the University adopts the following guiding principles:

- a) **Non-Discrimination:** All programs shall be open to participation regardless of ethnicity, religion, gender, disability, or immigration status.
- b) **Universal Design:** Programs shall be developed with universal accessibility in mind, ensuring participation by individuals with diverse needs—physical, digital, or cognitive.
- c) **Cultural Competence:** Faculty, staff, and volunteers shall be equipped to recognize, respect, and integrate diverse cultural perspectives into program delivery.
- d) **Transparency and Communication:** All outreach opportunities shall be clearly communicated and made accessible to ensure broad participation, especially from disadvantaged sectors.

Section 2. Definition of Terms

1. **Outreach Programs** – Structured university initiatives that extend learning, service, or research engagement to the broader community.
2. **Extension Activities** – Programs that apply university knowledge and expertise to benefit communities beyond the campus setting.
3. **Discrimination** – Any practice that denies equal access based on ethnicity, religion, gender, disability, immigration status, or other protected categories.
4. **Inclusion** – Creating environments where all individuals are respected, valued, and able to participate meaningfully.
5. **Accessibility** – Ensuring that physical, digital, and communication environments are usable by all individuals, including those with disabilities or language barriers.
6. **Marginalized Groups** – Communities or individuals excluded due to social, cultural, or economic barriers.
7. **Accommodations** – Adjustments that enable individuals with special needs to fully participate in programs (e.g., sign language interpretation, captioned materials).
8. **Cultural Sensitivity** – Recognizing and respecting diverse cultural practices and incorporating them into program design and delivery.

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Section 3. Institutional Mechanism for Ensuring Inclusive Implementation

1. Center for Community Development and Extension Services Committee

This committee shall oversee the implementation of this policy and ensure that all outreach and extension initiatives embody inclusivity. It shall include representatives from key departments and collaborate with the **External Affairs and Linkages**, **Center for Student Leadership and Development**, and the **University Student Council**.

2. Responsibilities of the Committee

- a) Ensure inclusive design and implementation of all outreach programs.
- b) Monitor participation of diverse and underrepresented groups.
- c) Address barriers that limit participation.
- d) Provide training, guidelines, and resources to enhance inclusivity in all university activities.

3. External Affairs and Linkages

- a) Develop partnerships with local communities, government agencies, and organizations to expand equitable access.
- b) Integrate inclusivity principles in all outreach collaborations.
- c) Disseminate best practices for culturally competent program delivery.

4. Center for Student Leadership and Development

- a) Encourage student involvement in outreach planning and execution.
- b) Evaluate inclusivity outcomes of student-led initiatives.
- c) Create feedback channels to ensure continuous improvement in inclusivity.

5. University Student Council

- a) Promote awareness of equity, diversity, and inclusion among students.
- b) Encourage participation in volunteer and service programs.
- c) Advocate for marginalized voices in outreach planning.
- d) Provide feedback on inclusivity and program impact.

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Section 4. Institutional Program for Inclusive Access

- Program Accessibility Audit** – Regular assessments of all outreach programs to ensure compliance with inclusion standards.
- Staff and Volunteer Training** – Mandatory sessions on diversity, equity, cultural competence, and inclusive engagement.
- Community Feedback Mechanism** – Continuous collection and evaluation of participant feedback for program improvement.
- Targeted Outreach Initiatives** – Focused efforts to reach and empower underrepresented communities, including persons with disabilities, indigenous peoples, immigrants, and low-income groups.

Section 5. Incentives, Recognition, and Enforcement

- Incentives for Inclusivity** – Recognition and grants for departments or individuals who exemplify inclusive outreach practices.
- Rewards for Best Practices** – Certification or public acknowledgment for exemplary inclusive programming.
- Policy Compliance and Enforcement** – Programs found non-compliant will be reviewed, restructured, or suspended until inclusion standards are met. Violations may lead to retraining or administrative action.

Section 6. Innovation, Awareness, and Review

- Research and Technology Integration** – Invest in accessible digital platforms and data tools to track participation diversity.
- Public Education and Awareness** – Conduct campaigns, seminars, and workshops to promote the value of inclusion in education.
- Policy Review Cycle** – Review every three (3) years to ensure continuous relevance and responsiveness to emerging needs.

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Section 7. Reference to Global Standards

- 1. UN Sustainable Development Goal 4 (Quality Education)** – Ensuring inclusive and equitable quality education for all.
- 2. UN Convention on the Rights of Persons with Disabilities (CRPD)** – Promoting full participation of persons with disabilities in education and community life.
- 3. Universal Design for Learning (UDL)** – Framework ensuring flexible and inclusive learning environments.
- 4. UN SDG 10 (Reduced Inequalities)** – Advocating equality of opportunity and accessibility across all social dimensions.

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