

Faculty Rights

- To request verification of a student's eligibility in the form of an Accommodation Request Form from Disability Services. This form ensures that the accommodations requested are reasonable and appropriate. Academic accommodations for a student should not be provided by faculty unless the student provides an Accommodation Request Form.
- To expect the student to initiate discussions concerning their academic accommodation requests for each course. If the student does not approach you, request accommodations, and provide you with an Accommodation Request Form from Disability Services, Faculty are not obligated to provide accommodations.
- To expect Disability Services and the Assistive Technology Center to proctor and administer exams in a secure and monitored environment when requested by an Instructor.
- To discuss alternative accommodations with the Disability Services Coordinator if the academic accommodations requested seem to violate the goals or requirements of the course.
- To determine the content of each course and how it is presented.
- To award grades appropriate to the level of the student's mastery of the material.
- To maintain the academic standards and integrity of their courses.
- To expect class attendance and timely submission of assignments.
- To fail a student who does not perform to passing standards.
- To be treated respectfully by all students.

Faculty Responsibilities

- Maintaining student confidentiality and to treat all disability-related information as confidential.
- Consulting with the Disability Services Coordinator when he or she has questions regarding a student's accommodations.
- Clearly communicating class policies and procedures to the student with a disability.
- Consulting with the Disability Services Coordinator and the student if the accommodations requested seem to violate the goals or requirements of the course.
- Discussing with the student who has an Accommodation Request Form, methods for providing and coordinating accommodation(s) in specific situations/classes.
- Providing academic accommodations as outlined by Disability Services in the Accommodation Request Form
- Providing accommodations only to students who are registered with Disability Services.
- Using a syllabus statement and class announcements to invite students to disclose their disability and accommodation needs to the Office of Disability Services.
- Acting immediately upon the receipt of a student's Accommodation Request Form.
- Working with the Assistive Technology Center Supervisor and the student if alternative formats for textbooks, class handouts, or course packets are needed.
- Enforcing all policies and procedures equally for all students.