

Faculty Tips

Any individual who has a physical or mental impairment which substantially limits a major life activity; has record of having such an impairment or is regarded as having such an impairment is protected by The Americans with Disabilities Act of 1990 (ADA). Postsecondary institutions must make reasonable accommodations in order to provide students with disabilities with an equal opportunity to participate in the institution's courses, programs and activities. As a faculty member, you are an integral part of Citrus' efforts to comply with these laws. Your employment as a faculty member requires that you assist the district in fulfilling its compliance responsibilities in connection with the ADA.

The following are suggested dos and don'ts to assist you.

Do:

- Ask questions if you don't understand something or are not sure how to proceed. The DSP&S office can be very helpful in this regard.
- Actively participate in the process when accommodations have been determined to be appropriate. This may include asking class members to volunteer to take notes or providing copies of exams to the Adapted Testing office when they are requested.
- Treat students with disabilities with the same courtesies you would afford to other students.

Don't

- Leave a student adrift without accommodations. If no volunteers are willing to take notes in a class, make sure the student knows who to see to rectify this in another manner.
- Make assumptions about a student's ability to work in a particular field. Most often, concerns that students may not be able to "cut it" are based on fears and assumptions, not facts.
- Decide not to provide the academic adjustments which have been approved by the institution's designee, DSP&S. You may subject the district or yourself to liability.

This tipsheet was compiled by Jo Anne Simon, Attorney at Law, Brooklyn, New York, and edited by DSP&S staff.

All students whether disabled or not, are required to abide by the Student Code of Conduct. If a student is disrupting your class beyond your control, you should call Campus Security (ext. 8611) and Dr. Arnold Rollin in the Student Affairs Office (ext. 8602). In the evening, call the Evening Office (ext. 8561).