



ADMINISTRATIVE **PROCEDURE**

5140

DESERT COMMUNITY COLLEGE DISTRICT

DISABLED STUDENTS PROGRAMS AND **SERVICES**

The District maintains a plan for the provision of programs and services to disabled students designed to assure that they have equality of access to District classes and programs. This includes the following:

Procedure for timely response to accommodation requests involving academic adjustments which, at a minimum, provides for an individualized review of each such request, and permits interim decisions on such requests pending final resolution by the appropriate administrator or designee;

Long-range goals, short-term measurable objectives and student learning outcomes which are part of the End of the Year Report and the Annual Unit Report;

Definitions of disabilities and students eligibility criterion are taken directly from Title 5;

Accommodations and support services may include, but are not limited to: priority registration, note taking, test taking accommodations, reader services, adaptive computer technology, adaptive equipment loans, academic advising, disability related counseling, career counseling, disability related supplemental one to one tutoring, books on tape, electronic text books, captioned videos, communication services for deaf and hard of hearing;

Disability verification is to be provided by the student and must be from an appropriate certified licensed professional and/or physician. Learning disability verification is provided by the Learning Disability Specialist through the California Community College Learning Disabilities Eligibility Model;

The Disabled Student Programs and Services (DSPS) Student Handbook provided to all DSPS students clearly states their rights and responsibilities as they relate to DSPS and to the college;

Every DSPS student has an Academic Accommodation Plan (AAP) in their DSPS file which was developed by the DSPS counselor in conjunction with the student;

Based on the verified disability(s) each DSPS student has the appropriate academic adjustments, auxiliary aids and services included in their AAP which is reviewed and/or updated at least once a semester;

Board Policies and Procedures have been approved for course substitutions and waivers for students with disabilities;

All DSPS staff meet and/or exceed the minimum qualifications set forth in Title 5, Section 56048;

The DSPS Advisory Committee meets at least twice a year and includes representatives of the disability community, agencies and community organizations serving persons with disabilities and a student with disabilities.

Reference: **Title 5, Sections 56000 et seq.**

Approved by College Council: November 16, 2005

Administrator: VP Student Success

Executive Cabinet Review/Approval: September 27, 2016

College Planning Council Review/Approval, 1st Reading: September 30, 2016

College Planning Council Review/Approval, 2nd Reading: October 14, 2016

Board Meeting/Information Item: November 16, 2016

Next Review: November 2021