



# **ADMINISTRATIVE PROCEDURE**

**5142**

**DESERT COMMUNITY COLLEGE DISTRICT**

## **EDUCATIONAL ACCOMMODATIONS AND ACADEMIC ADJUSTMENTS**

Students with verified disabilities have the right to receive educational accommodations and academic adjustments. After an evaluation of the student's functional limitations and through an interactive process with the student, the appropriate Disabled Students Programs and Services (DSPS) specialist and the student will determine needed educational accommodations and academic adjustments. The student will notify the instructor in a timely manner of needed accommodations/adjustments by providing the instructor with a Faculty Notification Form signed by the appropriate DSPS specialist.

Should a disagreement arise about a particular educational accommodation or academic adjustment, the instructor and the student should consult DSPS for advice and/or clarification. If the matter is not resolved through this informal process, within ten (10) business days following the request for resolution of a dispute regarding the accommodation, the student may file a formal grievance through the Office of the Vice President of Student Success. For more information about this process, see the Student Grievance Policy and Procedures section in the College catalog.

Students who seek information and/or resolution of alleged acts of discrimination are directed to the Vice President, Human Resources and Employee Relations who serves as the District designee to receive all unlawful discrimination complaints. See Administrative Procedure 3435 Complaint: Discrimination and Harassment Investigation for the procedure related to complaints regarding unlawful discrimination.

While the district is ultimately responsible for providing educational accommodations and academic adjustments, an instructor may be held personally liable for not allowing an approved accommodation or adjustment. (Wood v. Strickland, 1979)

### **Reference: Title 5 Sections 56026, 56027**

College Council Review: September 8, 2003

College Council Approved: October 15, 2007

Executive Cabinet Review/Approval: August 8, 2017

College Planning Council Review/Approval, 1<sup>st</sup> Reading: September 8, 2017

College Planning Council Review/Approval, 2<sup>nd</sup> Reading: September 22, 2017

Board Meeting/Information Item: October 20, 2017

Next Review: October 2022

Administrator: VP Student Success