



## ACCESSIBILITY RESOURCE CENTER

### **Accessibility Resource Center Staff:**

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### **What is the Responsibility of: Accessibility Resource Center, Students with a Disability, and Faculty?**

#### **Accessibility Resource Center is responsible for:**

- Verifying disabilities and need for accommodations.
- Recommending reasonable accommodations.
- Informing students of their rights and responsibilities.
- Advocating program access.
- Problem-solving with student and, if necessary, the instructor, in response to student concerns regarding the implementation or consistency of reasonable accommodations.

Accessibility Resource Center does not have either the right or the responsibility to look over the shoulders of students with disabilities. Students are ultimately responsible for themselves. Accessibility Resource Center works with students and, when appropriate, with their instructors, to determine two things. First, which accommodations are reasonable and second, identification and referral for other campus and community services that may be appropriate. Accessibility Resource Center provides students with the tools necessary for their academic success.

Students are responsible for:

- Self-Identification.
- Requesting reasonable accommodations in a timely manner.
- Meeting the academic standards expected of all students.

If an accommodation is ineffective or has not been provided and it is impacting performance bring it to the attention of the disability specialist. You and your disability specialist will then decide an appropriate action plan which may include both formal and/or informal options as outlined under Exhibit A of UNM Policy 2310 Academic Adjustments for Students with Disabilities: Appeal Rights Procedures

Ultimately, responsibility lies with the student. They must contact Accessibility Resource Center and faculty with questions and concerns in a timely manner. Through the cooperation of all parties reasonable accommodations are provided.

Faculty is responsible for:

- Being open to accommodating students.
- Providing program access.
- Meeting with students to discuss their needs.
- Implementing reasonable accommodations.
- Maintaining confidentiality.

Faculty members are responsible for assisting in the provision of accommodations as described in the accommodation letter. Any concern related to an accommodation fundamentally altering the academic curriculum should be brought to the attention of the student and disability specialist. All parties will engage in an interactive process to determine the reasonableness of the request and ensure equal access is maintained.

**Everyone is responsible for:**

- Engaging in an interactive discussion of reasonable accommodations for specific courses and degree program.
- Problem-solving issues/concerns.
- Maintaining academic standards for course and degree program.

**Process regarding denial or failure to accommodate during an academic semester:**

- Student submits appeal to academic department.
- If resolution does not occur:
  - Appeal to Provost/HSC designee
  - Ad hoc committee of 3-5 members is convened
- Student may also submit a discrimination claim to the Office of Equal Opportunity

Please see UNM Policy 2310, Exhibit A ([http://www.unm.edu/~ubppm/ubppmanual/2310ex\\_a.htm](http://www.unm.edu/~ubppm/ubppmanual/2310ex_a.htm)) for a full text of the appeal process.

**Grade appeal involving failure to accommodate after academic semester:**

- Upon receipt of a grade appeal from a student which asserts a failure to accommodate, the academic unit can request guidance from ARC and/or OEO to verify whether a failure to accommodate occurred.
- If it is determined that a failure to accommodate occurred, the academic unit shall take such fact into consideration to equitably resolve the grade appeal. Further, the student may simultaneously pursue a claim with Office of Equal Opportunity pursuant to its Discrimination Claims Procedure. (<http://www.unm.edu/~oeounm/discrimination/DiscriminationClaimsProcedure.pdf>)
- Please see UNM Policy 2310, Exhibit A and Policy 3100 for a full text of the appeal processes.