

# Disability Services Faculty Newsletter

May, 2013

Issue 1

*Our Commitment: Disability Services is committed to providing students with disabilities equal access to Athens State University. Disability Services aims to remove social and environmental barriers by working collaboratively with students, faculty, staff, and the community. To achieve this goal, reasonable academic accommodations, assistive technology, and support services are utilized.*

## DS: What do they do?

Disability Services assists students with disabilities. We verify disability documentation and create accommodation plans for each individual who wishes to disclose their disability and request accommodations. Additionally, Disability Services hires personnel that are necessary to ensure appropriate accommodations. (i.e., sign language interpreters, CART reporters, etc.).

Disability Services can collaborate with you to discuss the nature of accommodations and assist you in distinguishing which learning styles may be best for your students with disabilities.



## Focus on Accommodations: Reminders

Please be sure to update your syllabus statement and/or add a statement to your syllabi. Examples of a syllabus statement can be found on the next page of this newsletter.

If you have a student with a disability in your class that requires academic accommodations, expect an updated Letter of Accommodation to be sent to you via campus mail or through e-mail.

Please be sure to read the Letters of

Accommodation carefully and inquire to the DS office if you have any questions.

Should the student require extra time for a test or a distraction free environment, DS can assist you in proctoring these tests. Please note that DS proctors tests only for students with disabilities with testing accommodations.

### Welcome!

- Help us identify areas of interest you would like included in future newsletters. Send recommendations to [kari.allen@athens.edu](mailto:kari.allen@athens.edu)
- If you come by Disability Services and mention this newsletter you will receive a free treat!
- You are not expected to be an expert in disabilities. Remember, we are available to talk through any questions or concerns.

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## What do I do if...?

Imagine this: a student approaches you and tells you that they have a disability and presents you with documentation of their disability. They ask that you accommodate them individually without going through Disability Services. What do you do?

Disability Services discourages this practice for many reasons. First, should you choose to provide accommodations without involving Disability Services, you

may be subjecting yourself to unwanted legal liability. Additionally, the Disability Services office aims to make sure the accommodations process is fair and uniform, which may not be realistic if various people are making accommodation determination requests with varying perspectives of disability impact. Additionally, you may cause the student to become disgruntled with another professor if you agree to accommodate and another pro-

fessor refers to Disability Services.

Please refer students to Disability Services so that the process may remain fair and uniform and you are not taking on sole responsibility for making accommodation determinations.



## Syllabus Statement

Please ensure that you include an up-to-date statement in your syllabus that acknowledges assistance for students with disabilities.

Here is an example: "If you are a student with a disability that might require special ma-

terials, services, or assistance, you should notify your instructor as soon as possible and arrange a meeting with the Disability Services Specialist in the Career Development Center, Sandridge Student Center, at (256) 233-8143."

## Fantastic Faculty

With each issue of the Disability Services Faculty Newsletter, a Fantastic Faculty member will be named. This issue's Fantastic Faculty is **Professor Emily Corzine** from the College of Business. Professor Corzine has ensured that her course content is accessible to students with disabilities and has demonstrated flexibility in assisting a student's individual needs.



### Visit Us:

*Disability Services is open from 8 a.m. - 4:30 p.m. on Monday - Friday. The office is located on the second floor of the Sandridge Student Center within the Career Development Center.*

*Phone: (256) 233-8143*

*E-mail: kari.allen@athens.edu*