

FACULTY RIGHTS AND RESPONSIBILITIES

Faculty Rights

- To receive notification (email) from the Disabled Students Program and Services regarding academic accommodations for which the student has been qualified. (The DSPS student has to take action and make this request online, if no, you will not be notified.)
- To refuse to grant an accommodation to a student who has not requested the accommodation through published procedures of the DSPS office.
- To discuss with DSPS Staff any concerns related to accommodations.
- To ask a student using a tape recorder to sign an agreement not to release the recording or otherwise obstruct the copyright. (This document is signed when the accommodation is approved by DSPS, we can give you a copy.)

Faculty Responsibilities

- To provide mandated accommodations in a timely and appropriate manner.
- To publish in the course syllabus a statement regarding DSPS services.
- To ensure that classroom materials are provided to the student in an accessible format.
- To respect national postsecondary policies regarding the release of confidential documentation information to persons outside the DSPS office.
- To submit tests for authorized students to DSPS in a timely manner with **complete** proctoring instructions.
- To continue to provide accommodations, in the event that an accommodation is in dispute, until the issue has been resolved.

