

# Faculty Update



## Disability Services Faculty

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## FALL/WINTER HOURS

**Monday - Thursday**  
9:00 AM-4:30 PM

**Friday**  
9:00 AM-3:00 PM

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## SPRING/SUMMER HOURS

**Please call for availability**  
734-384-4167  
Building C Room 218

## Disability Services—Reminders

**Did you know...**the Disability Services webpage ([https://www.monroeccc.edu/lal/disability\\_services.htm](https://www.monroeccc.edu/lal/disability_services.htm)) has a Faculty section with:

- in depth descriptions of various disabilities,
- guidelines for responding to seizure like symptoms
- test accommodation information
- Q & A for faculty

## **IMPORTANT: Confidentiality**

In order to comply with the Americans with Disabilities Act/Amendments Act (ADA-AA) 2008, information regarding any student with a disability who is registered with the Disability Services Office should be kept confidential. This would include any written notification you receive from our office or conversations with the student or the Disability Services Counselors. *Please do not share information about a student with a disability with other faculty, students or staff.*

## Accommodation Notices

At the beginning of each semester accommodation notices are sent to faculty members who have a student(s) with a disability in their class. The notice will include a PDF file with a description of the disability and helpful information to use in the classroom. If you have questions regarding anything you have received, please call us.

## Student Referral

If you feel that a student in your class may be struggling due to a disability of any type, you can call a Disability Counselor or make a referral using the faculty section of WebPal. We'll take it from there! A counselor will contact the student and informally determine if an appointment is needed. Remember, however, that in college, no student has to disclose their disability.

## **TAKE AWAYMESSAGE:**

Disability Services Counselors are available to support and assist faculty with any concerns including classroom and test accommodations. Come by or call us!