

Faculty Update

Disability Services Faculty

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Perkins Counselor
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Winter 2020 Hours

**Disability Services
Counselors are available:**

**Monday - Thursday
9am to 4:00pm
Fridays - 9:00am to 3pm**

(734) 384-4167

Disability Services Faculty

Page. <https://www.monroeccc.edu/disability-faculty-information>

**CHECK OUT THE
DISABILITY SERVICES
FACULTY HANDBOOK
ON OUR WEBSITE OR
STOP BY OUR OFFICE
FOR A COPY.**

Service Animals on Campus

Under the ADA, a service animal is defined as a dog that has been individually trained to do work or perform tasks for an individual with a disability. The task(s) performed by the dog must be directly related to the person's disability. Students using a service animal are NOT required to register with the Disability Services Office. Campus employees may only ask two questions to an individual accompanied by a dog.

**Is the animal required due to a disability?
What work or task has the animal been trained to perform?**

Here is the link to frequently asked questions regarding service animals from the U.S. Department of Justice. https://www.ada.gov/regs2010/service_animal_qa.html

Approved Accommodation Notices

Approved accommodation notices will be sent to faculty members who have any students with disabilities in their class. The notice will include an attached PDF file with a description of the disability and approved accommodations. **Please note any blue text on the attached forms are clickable links to policies, procedures, and informational brochures.**

Confidentiality

In compliance with the Americans with Disabilities Act/Amendments Act (ADA/AA) 2008, information regarding any student with a disability must be kept confidential including written notifications or conversations except with Disability Services. Please be mindful of the setting for any necessary conversations involving students with disabilities. ***Please do not share information about a student with a disability with other faculty, students or staff.***

Test Accommodations

We continue to request students submit their test accommodation reservations 3 business days prior to a test but if less notice is given we will still coordinate the accommodation with the instructor in order to maintain compliance with the ADA/AA. **Please provide the conditions for exams as soon as possible even if you will be providing the test at a later date.**

TAKE AWAY MESSAGE:

The Disability Services Office is committed to providing equal access for students with disabilities and maintaining institutional compliance in accordance with the Americans with Disabilities Act. Counselors are available to support and assist Faculty with any concerns regarding students with disabilities.