

Office of Disability Services Training Module for Teaching Assistants



Office of Disability Services
230 Fretwell.
Mailing address
9201 University City Boulevard
Charlotte, NC 28223-0001
Office Hours: Monday - Friday 8:00 - 5:00
Telephone: 704-687-4355 (tty/v)
Fax: 704-687-3226

dissrvcs@uncc.edu
<http://www.ds.uncc.edu/index.htm>

Legal Issues



UNC Charlotte

- Public educational institution.
 - Public funding
 - Must comply with laws
 - Scholarships
 - Grants
 - Loans
 - Educational institution
 - Must comply with federal disability laws.



Section 504 & the Americans with Disabilities Act

Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the ADA Amendments Act of 2008 protect the civil rights of individuals with disabilities.

These laws state that “no otherwise qualified individual with a disability shall, solely by reason of his/her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity of a public entity.”



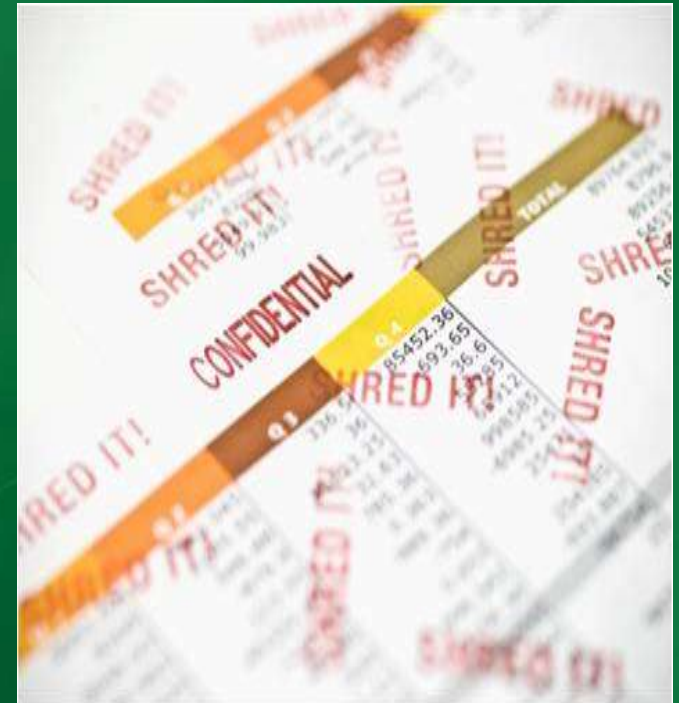
Explanation

- Law
- Must provide equal access to facilities and programs for “otherwise qualified” individuals with disabilities
- The right thing to do



Maintain confidentiality regarding students who have disabilities

- Confidentiality of disability status is required by law
- Not indicated on transcripts
- Not part of a student's academic records.
- Nature of the disability is not disclosed
- Educational status can not be discussed



Process



- Self-identifies
- Thorough documentation from their physician
- Meets with counselor
- Determine student's eligibility
- Follows guidelines to receive accommodations



Your Rights

- Students adhere to the Student Codes of Conduct and Academic Integrity
- Provide accommodations
- Contact DS with questions



Your Responsibilities

- Maintain confidentiality
- ADA statement
- Cooperate with Disability Services
- Provide services stipulated in the Letter of Accommodation
- Maintain a non-biased tone in classroom
- Avoid any off-hand comments or humor about disabilities
- Use a Universal Design



Student's Rights

- No obligation to disclose the nature of their disability
- Equal access to University courses, programs, services, activities and facilities
- Confidentiality
- Appropriate and reasonable accommodations
- To receive academic information in accessible format



Student's Responsibilities

- Self-identify
- Follow DS guidelines
- Provide Letter of Accommodation to faculty
- Meet with a DS counselor



Interactions and Best Practices



Basic Interaction

- Maintain a non-biased tone in classroom;
 - Don't make jokes about a disability
 - Avoid comments that suggest that an individual with a disability is “different” (superhuman or not as able) as others



Syllabi

Course syllabi should contain a statement such as:

“If you have a disability that qualifies you for academic accommodations, please provide a letter of accommodation from Disability Services in the beginning of the semester. For more information regarding accommodations, please contact the Office of Disability Services at 704-687-4355 or stop by their office in 230 Fretwell”



Classroom Interaction



- “Universal Design”
 - Face the class when speaking
 - Repeat discussion questions
 - Write key phrases on the blackboard
 - Provide information in multiple formats
 - Use captioned films
- Identify core skills
- Privately inquire about accommodations



Classroom Interaction

- Visual impairment
 - Select course materials early
- Interpreter
 - Look at and speak directly to the student
 - Interpreter located near the instructor



Accommodations



Assistive Technology

- **Assistive Technology Specialist**

- Support related to assistive hardware, software, and peripherals
- Research and implement other technologies that assist students with disabilities
- Ensure that campus technology and computer labs are accessible for people with disabilities

- **Demonstration**

- 704-687-4355



Testing Accommodations

- Extended test time
 - May test in the class
 - Receive the additional time before or after the test
 - Time and a half unless otherwise indicated
- Low distraction test environment
- Use of a computer
- Assistive technology and software



Class Notes

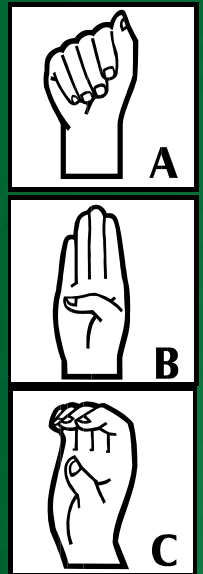


- DS emails entire class
- One note taker per class
- Copies of the notes electronically provided
- Uploads notes to a centralized website
- Notes are automatically forwarded



Common Accommodations

- American Sign Language Interpreter
- Computer Assisted Real-Time Transcription (CART)
- Class notes
- Testing Accommodations- Extended time and/or low distraction
- Large print handouts
- Assignments and communication in electronic format



Common Accommodations

- Food breaks during long exams/classes
- Audio-tape class
- Class lighting
- Voice activated computer software
- Alternative keyboard
- Adjustable desks/tables
- Flexible attendance requirements



Conclusion



- Thank you for completing the Training Module for teaching assistants by the Office of Disability Services
- <http://accessibility.uncc.edu/certification>

