

Policy 236 - Reasonable Accommodation

It is the policy of Lower Columbia College, being aware of its obligations under Executive Order 96-04, chapter **RCW 49.60** (apps.leg.wa.gov/rcw/default.aspx?cite=49.60) , and the **Americans with Disabilities Act of 1990** (www.ada.gov) , as amended by ADA Amendments Act of 2008, Rehabilitation Act of 1973, to ensure qualified persons with disabilities the right to request and, where determined appropriate, receive reasonable accommodation, unless accommodation would impose an undue hardship on the institution, require a fundamental program alteration or would lower academic standards. Reasonable accommodation includes

1. ensuring equal opportunity in application process,
2. enabling a qualified individual with a disability to perform essential functions of job,
3. enabling employee with a disability to enjoy equal benefits and privileges of employment,
4. enabling student with a disability equal access to services, programs, activities and facilities of the College.

This includes good-faith consideration and interactive engagement regarding reasonable accommodation to all employees, candidates for employment and students. Disability and Access Services is the designated office at Lower Columbia College that determines reasonable accommodations and/or services for students with disabilities. Disability and Access Services maintains disability-related documents and verifies disability for students who are requesting reasonable accommodations. Disability and Access Services also assists Human Resource Services in recommending and/or providing accommodations for employees. Any employee or candidate for employment requesting reasonable accommodation may contact Human Resource Services.

Historic Information

- Approved: July 13, 2022
- Reviewed by Executive Leadership Team: July 13, 2022
- Reviewed by Executive Leadership Team: June 19, 2019
- Adopted Revision: February 24, 2014
- Adopted: February 23, 2009
- Replaced Policy 303.1 Approved: October, 1989

Resource/Reference/ Procedure	Title	Unit Responsibility
WAC 132M-126 (app.leg.wa.gov/WAC/default.aspx?cite=132M-126)	Grievance Procedure	VP of HR/Legal Affairs and VP of Student Services
The Rehabilitation Act of 1973 (www.dol.gov/agencies/oasam/centers-offices/civil-rights-center/statutes/section-504-rehabilitation-act-of-1973)	Section 504	
CFR Title 34/Education (www2.ed.gov/policy/fund/reg/humansub/part97.html)		
Americans with Disabilities Act of 1990 (www.ada.gov/)	Title 42/Chapter 126 and Title 47/Chapter 5	
Procedure 236.1A (services4.lowercolumbia.edu/info/webResources2/Internal/Policy/Procedure_236_LCC_Reasonable_Acc_Procedure_02-05-2020.pdf)	Reasonable Accommodation Procedure	
RCW 49.60 (apps.leg.wa.gov/rcw/default.aspx?cite=49.60)	Discrimination	
Procedure 235.1A (lowercolumbia.edu/publications/administrative-policies/assets/documents/235.1A_Discrimination_Harassment_Complaint_Procedures.pdf)	Non-Discrimination and Anti-Harassment Procedure	
LCC Policy 430 (lowercolumbia.edu/publications/administrative-policies/400/430)	Reasonable Accommodation	
LCC Policy 655 (lowercolumbia.edu/publications/administrative-policies/600/655)	Service Animals	