

EMPLOYMENT OBJECTIVES
EQUAL EMPLOYMENT OPPORTUNITY

DAA1
(REGULATION)

ADA
ACCOMMODATION
REQUEST REVIEW
COMMITTEE

1. The Americans with Disabilities Act (ADA) Accommodation Request Review Committee was established to review and evaluate requests for accommodation under the ADA. The committee will determine if the employee is a qualified individual with a disability and if it is feasible to provide accommodation(s). The committee will recommend appropriate accommodation(s) if it determines that the request meets the criteria established by the ADA. In addition, the committee will conduct an oversight review of all worksite accommodations for sufficiency and trends.

MEMBERSHIP

2. The committee membership is appointed by the chief human resources officer, Human Resources, and is composed of a representative from each of the following areas of administration:
 - Construction and Facility Services;
 - Finance;
 - Human Resources;
 - Legal Services; and
 - Academic Services.

The chief human resources officer, Human Resources, serves as chairperson of the committee, and the manager, Equal Employment Opportunity, serves as secretary. In addition to committee members, the immediate workplace supervisor and the direct report of the requesting workplace will be present when the request is reviewed by the committee. The chief academic officer will serve on the committee when appropriate.

OPERATING
PROCEDURES
MEETINGS

3. Operating procedures for the committee are as follows:

AGENDA

- a. Meetings are held as needed at the call of the chief human resources officer, Human Resources.
- b. The Equal Employment Opportunity Office is responsible for preparing the agenda.

RECORDS

- c. A record of all decisions and significant discussion items is maintained by the secretary of the committee.

DECISIONS

- d. Decisions are based on the consensus of the committee.

CONSULTATION

4. This regulation does not require consultation.

EMPLOYMENT OBJECTIVES
EQUAL EMPLOYMENT OPPORTUNITY

DAA1
(REGULATION)

MAINTENANCE
RESPONSIBILITY

5. The chief human resources officer, Human Resources, is responsible for maintenance of this regulation.
-

REFERENCE:

- (a) DAA(EXHIBIT)
-