

**Resolution Agreement
College of Southern Maryland
OCR Complaint #03-13-2323**

In order to resolve the allegations in complaint #03-13-2323 filed with the U.S. Department of Education, Office for Civil Rights (OCR), under Section 504 of the Rehabilitation Act of 1973 (Section 504) and its implementing regulations at 34 C.F.R. Part 104 and Title II of the Americans with Disabilities Act (Title II) at 28 C.F.R. Part 35, the College of Southern Maryland (the College) commits to implement the provisions set forth in this Resolution Agreement (Agreement).

Commitments

1. The College recognizes its obligation under the regulations implementing Section 504 at 34 C.F.R. § 104.7(b) and Title II at 28 C.F.R. § 35.107(b) to develop grievance procedures, to address applicable complaints brought under Section 504 and the Title II.
2. By January 31, 2015, the College will revise its grievance procedures, or develop new grievance procedures, to address applicable complaints brought under Section 504 and the Title II, in accordance with their implementing regulations. The College will ensure that these procedures provide for the prompt and equitable resolution of such complaints. The College's revised grievance procedures will, at a minimum, include:
 - a. notice to students and employees of the procedure, including how and where to file a complaint;
 - b. application of the procedure to complaints alleging disability discrimination carried out by students, employees, or third parties;
 - c. adequate, reliable, and impartial investigation of complaints, including the opportunity to present witnesses and other evidence;
 - d. designated and prompt timeframes governing the major stages of the grievance process;
 - e. notice to the parties of the outcome of the complaint, and the basis for the decision;
 - f. the right of parties to appeal the findings, remedy or both; and
 - g. an assurance that the College will take steps to prevent the recurrence of any prohibited actions and to correct its discriminatory effects on the complainant and others, if appropriate.
3. Within 30 days following notification from OCR that the College's grievance procedures referenced in Commitment #2 meet the requirements of Section 504 and Title II, the College will provide written notice to students, faculty and staff of the grievance procedures and will amend the Student, Staff and Faculty Handbooks, and website to include these procedures.

Reporting Requirements

1. By February 1, 2015, the College will provide OCR with its revised grievance procedures for OCR's review and approval pursuant to Section 504 and the ADA, in accordance with Commitment #2 above.

