

**Resolution Agreement
Wor-Wic Community College
OCR Docket No. 03-16-2165**

In order to resolve compliance concerns identified in the above-referenced complaint filed with the U.S. Department of Education, Office for Civil Rights (OCR), under Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794 et seq., Title II of the Americans with Disabilities Act of 1990, and their implementing regulations, at 34 C.F.R. Part 104 and 28 C.F.R. Part 35, the Wor-Wic Community College (the College) commits to implement the provisions set forth in this Resolution Agreement (Agreement).

ACTION STEPS

Section 504/Title II Grievance Procedures

1. By March 1, 2017, the College will submit to OCR for its review and approval draft grievance procedures to address complaints of disability discrimination filed under Section 504, and its implementing regulation at 34 C.F.R. § 104.7(b), and Title II of the ADA, at 28 C.F.R. § 35.107. The procedures will identify the Coordinator(s) at the College responsible for coordinating the College's compliance with Section 504 and Title II. The College will ensure that these procedures provide for the prompt and equitable resolution of complaints alleging disability discrimination and will include, at a minimum, the following:
 - a. notice to students and employees of the procedure, including how and where to file a complaint;
 - b. the name or title, office address, and telephone number of the individual with whom to file a complaint;
 - c. application of the procedure to complaints alleging disability discrimination carried out by other students, employees or third parties;
 - d. adequate, reliable, and impartial investigation, including the opportunity for both parties to present witnesses and other evidence;
 - e. designated and reasonably prompt timeframes for the major stages of the complaint process;
 - f. notice to the parties of the findings resulting from the complaint; and
 - g. an assurance that the College will take steps to prevent the recurrence of any discrimination and to correct its discriminatory effects on the complainant and others, if appropriate.
2. Within 60 calendar days of written notification from OCR that the revised grievance procedures developed in accordance with Action Step #1 above are consistent with the requirements of Section 504 and Title II, the College will adopt and implement the procedures and will provide all students, faculty, staff, and administrators with written notice regarding the revised grievance procedures for resolving Section 504 complaints, together with information on how to obtain a copy of the grievance procedures. The

College, at a minimum, will make this notification through the College's website, electronic mail messages to faculty, staff, administrators and students, and any regularly issued newsletters, (in print or online), as well as by any other additional means of notification the College deems effective to ensure that the information is widely disseminated.

Reporting Requirements

1. By March 1, 2017, the College will submit to OCR for its review and approval a copy of its draft Section 504/Title II grievance procedures referenced in Action Step 1.
2. Within 60 calendar days following OCR's approval of the Section 504/Title II grievance procedures referenced in Action Step 2, the College will provide OCR with documentation that it has implemented Action Step 2, including copies of the written notices issued to students and employees regarding the new disability grievance procedures and a description of how the notices were distributed; copies of its revised student and employee handbooks; and a link to its webpage where the revised Section 504/Title II procedures are located.

The College understands that by signing this Agreement, it agrees to provide data and other information in a timely manner. Further, the College understands that during the monitoring of this Agreement, OCR may visit the College, interview staff, and students and request such additional reports or data as are necessary for OCR to determine whether the College has complied with the terms of this Agreement and the regulations implementing Section 504 at 34 C.F.R. §§ 104.7(a) and (b) and Title II at 28 C.F.R. §§ 35.107(a) and (b), which are applicable to this complaint.

The College understands that OCR will not close the monitoring until such time that OCR determines that the College has fulfilled the terms of this Agreement and is in compliance with the regulations implementing Section 504 at 34 C.F.R. §§ 104.7(a) and (b) and Title II at 28 C.F.R. §§ 35.107(a) and (b) which are at issue in this complaint.

The College understands and acknowledges that OCR may initiate administrative enforcement or judicial proceedings, including to enforce the specific terms and obligations of this Agreement. Before initiating administrative enforcement (34 C.F.R. §§ 100.9, 100.10), or judicial proceedings to enforce this Agreement, OCR shall give the College written notice of the alleged breach and sixty (60) calendar days to cure the alleged breach.

/s/

12/22/16

President or designee

Date