



**RESOLUTION AGREEMENT**  
University of Houston-Downtown  
OCR Case Number: 06172340

**A. GENERAL TERMS & PRINCIPLES:**

University of Houston-Downtown (UHD or Recipient) voluntarily submits this Resolution Agreement (Agreement) to the U.S. Department of Education, Office for Civil Rights (OCR), Dallas Office. By this Agreement, UHD commits to the following actions, consistent with the requirements of Section 504 of the Rehabilitation Act of 1973 (Section 504), as amended, 29 U.S.C. § 794, and its implementing regulations at 34 C.F.R. Part 104; and Title II of the Americans with Disabilities Act of 1990 (Title II), 42 U.S.C. §§ 12131 *et seq.*, and its implementing regulations at 28 C.F.R. Part 35, to resolve the compliance concerns raised by the Complainant's allegations.

The Recipient understands that by signing the Agreement, it agrees to provide data and other information in a timely manner. Further, the Recipient understands that, during the monitoring of the Agreement, OCR may visit the Recipient, interview staff and students, and request such additional reports or data as are necessary for OCR to determine whether the Recipient has fulfilled the terms of the Agreement and is in compliance with the statute(s) and regulations that were at issue in this case.

The Recipient understands that OCR will not close the monitoring of the Agreement until such time that OCR determines that the Recipient has fulfilled the terms of the Agreement and is in compliance with the statute(s) and regulations that were at issue in this case.

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

This Agreement does not constitute an admission by UHD that it discriminated or otherwise engaged in any wrongdoing. UHD hereby voluntarily commits to these General Terms and Principles, and to the following Action Items and Reporting Requirements.

**B. ACTION ITEMS & REPORTING REQUIREMENTS:**

**Action Item 1**

Training. By **May 11, 2018**, UHD will conduct training session(s) on its obligation under Section 504 and Title II to provide academic adjustments, including auxiliary aids and services, as well as Section 504's and Title II's prohibitions of disability discrimination and retaliation. The training must be provided to, at minimum, all relevant personnel, including, but not limited to, all staff from the Office of Disability Services (ODS), as well as all Biology faculty and all Department Chairs in the College of Sciences and Technology. The training will also focus on UHD's obligation under Section 504 and Title II to ensure faculty and staff members fully implement any academic adjustments, including auxiliary aids and services that have been

developed for a qualified student with a disability. The training will be conducted by a person or persons knowledgeable about the requirements of Section 504 and Title II.

**Reporting Requirements for Action Item 1**

- a. By **April 27, 2018**, and prior to the training required by Action Item 1, UHD will provide OCR, for review and approval, the following:
  - i. A copy of the training module and/or outline of the training materials that UHD will use;
  - ii. The name, title, credentials, and contact information for the person(s) who will conduct the training;
  - iii. The name, title, credentials, and contact information for the person(s) who will attend the training;
  - iv. Assurance that the list referenced in Reporting Requirement 1(a)(iii) constitutes, at a minimum, the entirety of the personnel required to attend the training per Action Item 1; and
  - v. A copy of the notification that UHD will use to inform attendees of the mandatory training.
- b. By **May 25, 2018**, UHD will provide OCR with detailed information regarding the training conducted pursuant to Action Item 1, including the following:
  - i. Sign-in sheets for each training session(s) showing all personnel who attended the training(s);
  - ii. Assurance that the attendees constitute, at a minimum, the entirety of the personnel required to attend the training per Action Item 1;
  - iii. The date of the training session(s);
  - iv. A copy of the training materials used; and
  - v. The name, title, credentials, and contact information of the person(s) who provided the training.

**C. EXECUTION:**

On behalf of UHD, I hereby agree to and voluntarily submit this Resolution Agreement to the U.S. Department of Education, Office for Civil Rights, Dallas Enforcement Office, and commit to the general terms, principles, action items, and reporting requirements contained herein.

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Dr. Juan Sánchez Muñoz  
President  
University of Houston-Downtown

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Date