

**Resolution Agreement**  
St. Louis Community College  
Docket # 07162090

The U.S. Department of Education, Office for Civil Rights (OCR) and the St. Louis Community College (College), St. Louis, Missouri, enter into this agreement to resolve the allegations in the above-referenced complaint. The College assures OCR that it will take the following actions to comply with Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 United States Code (U.S.C.) § 794, and its implementing regulations at 34 Code of Federal Regulations (C.F.R.) Part 104; and Title II of the Americans with Disabilities Act of 1990 (Title II), 42 U.S.C. § 12131, and its implementing regulations at 28 C.F.R. Part 35.

Prior to the completion of OCR's investigation, the College agreed to resolve the issues of this investigation pursuant to Section 302 of OCR's *Case Processing Manual*. Accordingly, to resolve the issues of the investigation, the College agrees to take the following actions:

**I. TRAINING**

The College will provide training to instructors and administrators on the requirements of Section 504 and Title II. The training topics shall include academic adjustments and auxiliary aids, accessibility, nondiscrimination in admissions, recruitment, treatment, financial assistance to and employment of students with disabilities, disability related harassment, and grievance procedures. The training will be conducted by an individual(s) knowledgeable about the laws and issues pertaining to Section 504 and Title II compliance.

**REPORTING REQUIREMENT:**

Within ninety (90) days of signing this Agreement, the College will submit to OCR documentation that demonstrates completion of the training required in Paragraph 1 of this Agreement. Such documentation should include the date(s) of the training session(s), an outline on the content of the training, the name and title of the trainer(s) or organization providing the training, and evidence of completion of the training by attendees providing their names, titles, and work location(s).

**II. POLICY REVIEW – NOTICE OF ACCOMMODATIONS**

1. Within sixty (60) days, the College will review Access policies as set forth in all electronic and print media and ensure that they accurately reflect in detail the level of support available to registered students including, but not limited to, the availability of Access staff to assist with giving notice of academic adjustments to faculty.
2. Beginning with the fall 2017 semester, the College will notify all students who are registered to receive academic adjustments that semester of services and support available through Access offices including, but not limited to, assisting with providing notice of academic adjustments with faculty. Included in this notice, the College will describe for students the process by which the students may notify their instructors of

their approved academic adjustments. The College will include in its notice to students that the Access Office will notify the students' instructors on the student's behalf that the student has received approval for academic adjustments if the student affirmatively requests the Access Office to do so. The notice will state that students must respond to the Access Office within two (2) weeks of the date of the notice confirming that the student wants the Access Office to notify his or her instructors of the students approved adjustments. This notice will be sent no later than three (3) weeks after the start of classes via student email accounts (provided by the College) and correspondence sent to the students' home addresses.

3. The College's Access Office shall provide notice to the instructors of students who have received approval for academic adjustments that the student is to receive academic adjustments.

**REPORTING REQUIREMENT:**

- a. The College shall notify OCR in writing of any changes made to the policies above and an explanation and justification for changing or not changing them within sixty (60) days of the review, for OCR's review and approval.
- b. The College will identify the titles, job responsibilities and professional qualifications of those individuals involved in the policy review.

**III. STUDENT FOCUSED REMEDIES**

1. Within thirty (30) days of signing this Agreement the College will fully refund the Student's tuition for the spring 2016 semester.
2. Within thirty (30) days of signing this Agreement the College will retroactively withdraw the Student from all classes for the spring 2016 semester.
3. The College will ensure that there is no negative impact or designation apparent from her transcript, which could negatively affect her academic career, or her eligibility for financial aid.

**REPORTING REQUIREMENT:**

- a. By \_\_\_\_\_, 2017, the College will provide OCR with written notification that the Student has received a full refund of the spring 2016 Financial Aid. This notification shall include documentation evidencing that the refund has been processed, including but not limited to, typed receipts and copies of any checks remitted to the Student and/or the Complainant.
- b. By \_\_\_\_\_, 2017, the College shall provide the most recent copy of the Student's Transcript to OCR. Included with this should be a written statement explaining to OCR that there is no designation, including any type of symbol or notation, indicating

any concerns with the Student’s fall 2015 or spring 2016 transcript which could adversely affect or impact the Student’s academic career or eligibility for financial aid in the future.

- c. By \_\_\_\_\_, 2017, the College shall provide OCR written documentation showing that the Student has been withdrawn from her spring 2016 classes with no penalty.

The College understands that by signing this Agreement, it agrees to provide the foregoing information in a timely manner in accordance with the reporting requirements of this Agreement. Further, the College understands that during the monitoring of this Agreement, if necessary, 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 fulfilled the terms of this Agreement and is in compliance with Title IX, and its implementing regulation at 34 C.F.R. Part 106, which was at issue in this case. Upon completion of the obligations under this Agreement, OCR shall close this case.

The College understands and acknowledges that OCR may initiate administrative enforcement or judicial proceedings 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.

This Agreement will become effective immediately upon the signature of the College’s representative below.

For the College:

/s/ Jeff Pittman  
Dr. Jeff Pittman, Chancellor  
St. Louis Community College

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Date