

RESOLUTION AGREEMENT
Academy of Art University
Case Number 09-16-2299

The Academy of Art University (the University), without admitting to any violation of law, agrees to implement this Resolution Agreement (Agreement) to resolve the compliance concerns identified by 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, and its implementing regulation, at 34 C.F.R. Part 104, in the above- referenced OCR case number.

A. Section 504 Grievance Procedure

The University shall adopt and implement grievance procedures that incorporate appropriate due process standards and provide for the prompt and equitable resolution of complaints alleging disability discrimination. Specifically, the University will implement a grievance procedure which will include the following:

1. Notice of the procedure to students and employees, including where to file complaints;
2. Application of the procedure to complaints alleging discrimination by employees, other students, or third parties;
3. Adequate, reliable, and impartial investigation of complaints, including the opportunity to present witnesses and other evidence;
4. Designated and reasonably prompt timeframes for major stages of the complaint process;
5. Notice to the parties of the outcome of the complaint; and,
6. An assurance that steps will be taken to prevent recurrence of any discrimination and to correct its effects.

Reporting Requirements:

1. By August 30, 2018, the University will provide to OCR a copy of its written Section 504 grievance procedures for review and approval by OCR to ensure compliance with Section 504, in accordance with Section A (1-6) above.
2. Within thirty days of OCR's approval, the University will provide to OCR documentation of its adoption of the written grievance procedures, along with a written description of its methods to notify all faculty, staff, and students of these procedures, a description of how the notices were distributed, and a link to its webpage where the policy is located.

B. Retaliation

The University shall adopt a policy prohibiting retaliation against persons who engage in a protected activity under Section 504, which shall include a statement setting forth the University's commitment to prohibition of retaliation against persons who report disability discrimination or request academic adjustments because of a disability, and create and implement a plan for training for University personnel responsible for implementing and

enforcing Section 504 and the obligation to refrain from retaliation against persons who engage in a protected activity.

Reporting Requirements

1. By August 30, 2018, the University will provide OCR with a draft of the policy, training plan, and training materials for OCR review and approval.
2. Within 30 days of OCR's approval, the University will provide OCR with the following documentation: the dates of the training, the names and titles of the trainer(s), a copy of any materials used or distributed during the training, sign-in sheets evidencing the employees who attended the training, a list of the required employees who did not attend, and a plan for providing follow-up for those employees who did not attend, as needed.

C. Monitoring

The University understands that by signing the Agreement, it agrees to provide data and other information in a timely manner in accordance with the reporting requirements of the Agreement. Further, the University understands that during the monitoring of the Agreement, if necessary, OCR may visit the University, interview staff and students, and request such additional reports or data as are necessary for OCR to determine whether the University has fulfilled the terms of the Agreement. Upon the University's satisfaction of the commitments made under the Agreement, OCR will close the case.

The University 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 will give the University written notice of the alleged breach and sixty (60) calendar days to cure the alleged breach.

_____/s/_____
President or designee
Academy of Art University

07/24/2018
Date