Our AIM: Bringing you better Accessibility Services

Services for Students with Disabilities

Spring 2023

STUDENT AFFAIRS
VIRGINIA TECH

Overview

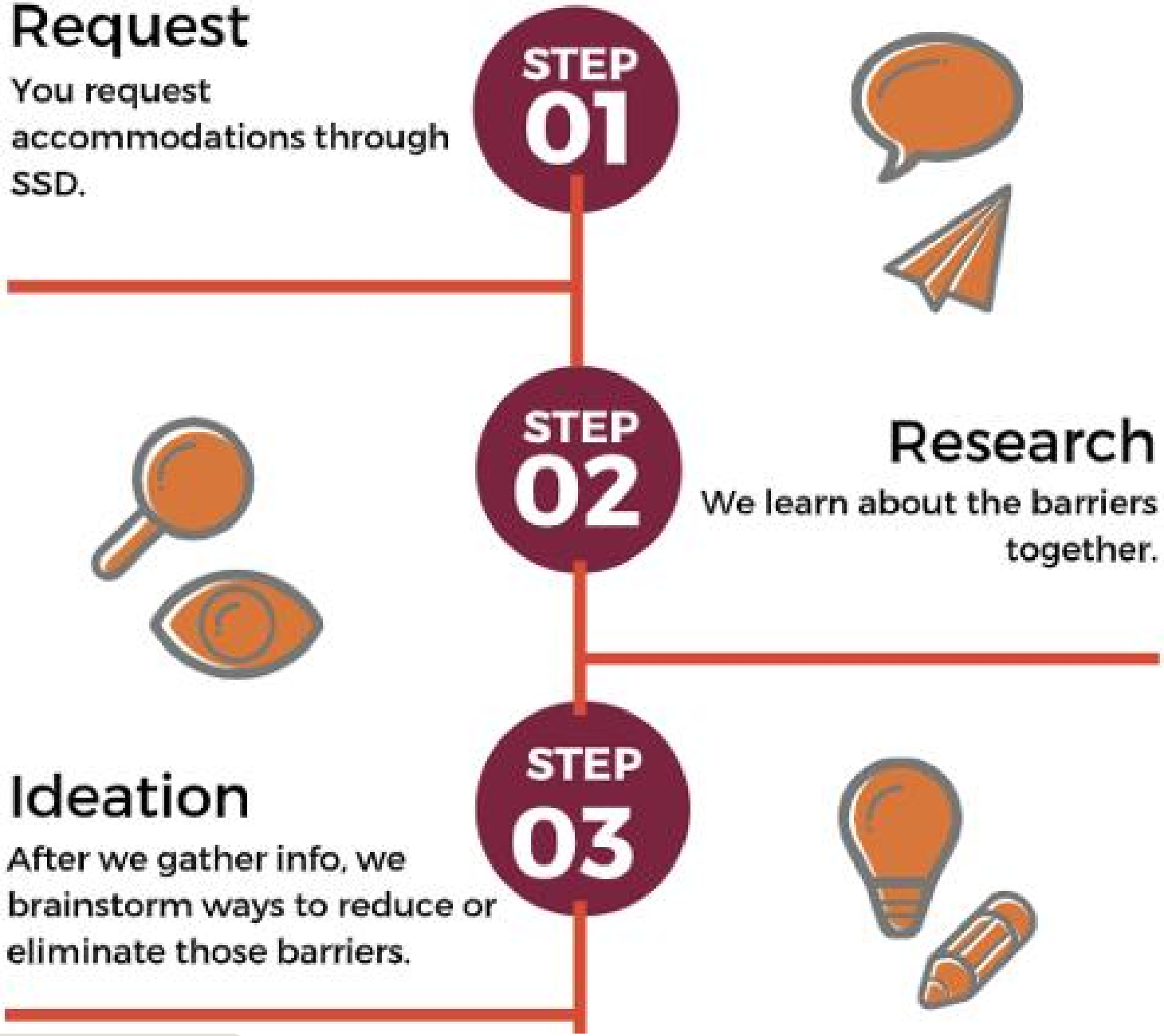
Context

Accommodation Language Updates

AIM Database Overview

Sample Letter

Interactive Process



Follow Through

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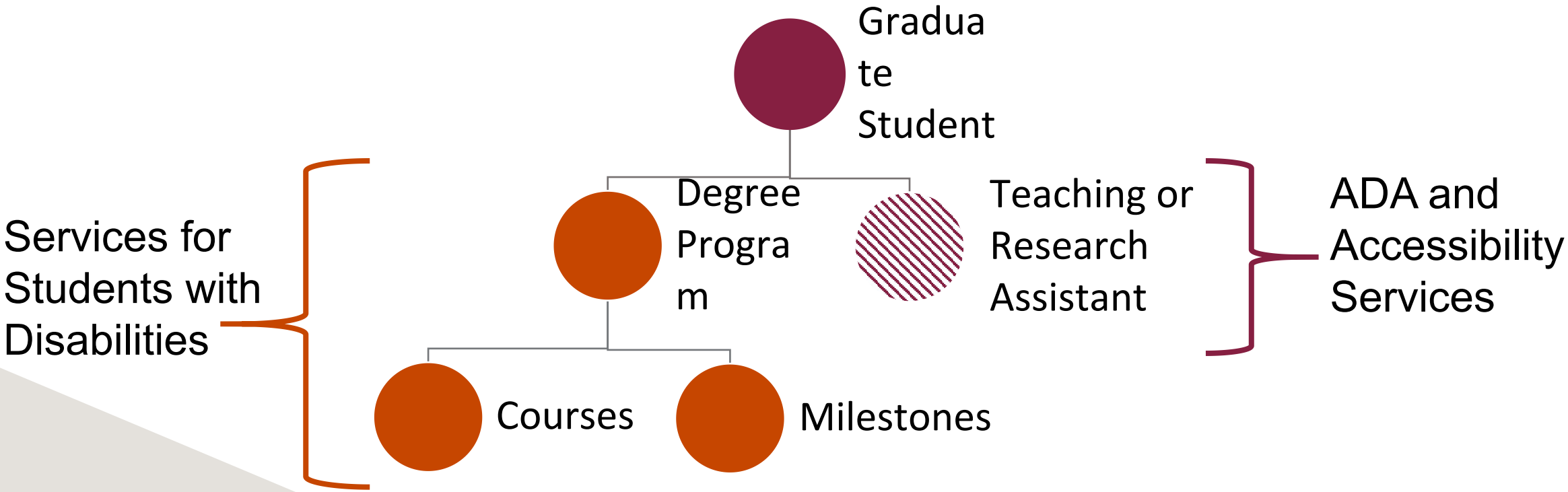
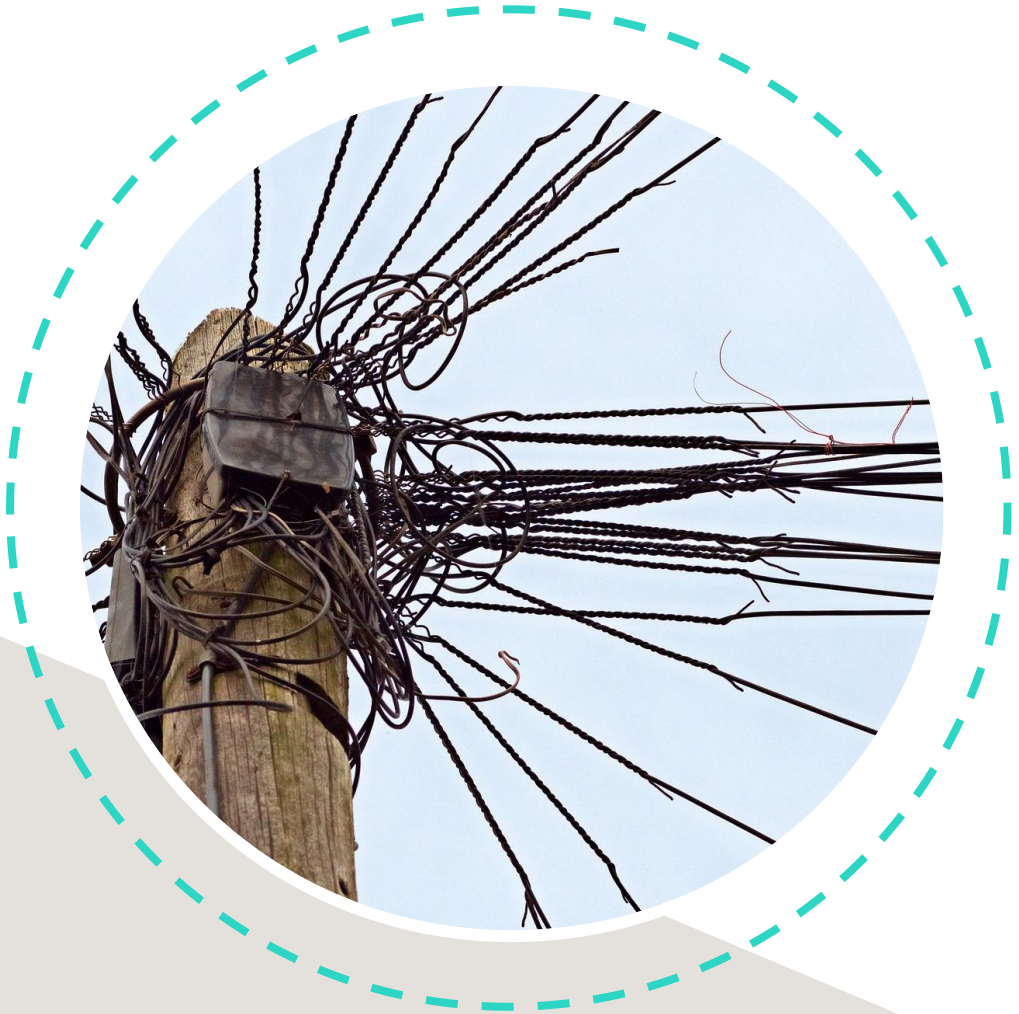
Graduate Student Support



Timeline

- 2019: Purchased the **Accessible Information Management** (AIM) database
- 2020: The Americans with Disabilities Act celebrates 30 years and the COVID-19 pandemic drive an increase in student registrations
- 2022: Customization of the AIM database for Virginia Tech begins
- **Fall 2023**: First-time Virginia Tech students will use AIM for registration, appointments, and letter requests

Accommodations Language



Improve **Clarity**, **Readability**, and **Consistency**

- Consolidating
- Archiving
- Simplifying language

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Simplify: No Evening Tests

Approximately 5 versions in our files

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What it means…

Tests and quizzes should be scheduled so the end time (including any additional time accommodation) is not later than 5:00 p.m.

Some Language Expanded

Testing Module required us to divide some:

Continuous access to food/water/medicine

15-minute break

Efficiency Mission

Smooth out the process of distributing letters

- Avoid last minute requests
- Easily available list of all students' requests in a class

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Emailed Course Accessibility Letters

Letters will now come directly to the instructor of record listed in Banner from AIM.

Faculty AIM Portal

See and export a list of all students who have requested accommodations for your class(es)

Student Changes Summarized

Changing for Students

1. Digital application process
2. Letter request process
3. Course Accessibility Letter (*format and delivery*)
4. Some accommodation language
5. Ability to self-schedule appt

Staying the Same

1. Test reservations through OTRS *until 2024*
2. Requesting a Volunteer Notetaker process *until 2024*
3. Requesting Alternate Format Text process *until 2024*

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Faculty Changes

Changing for Faculty

1. Course Accessibility Letter (*format and delivery*)
2. Some accommodation language
3. Ability to review all student accommodations for your class
4. Will seem like more accommodations

Staying the Same

1. Make test reservations through OTRS *until 2024*
2. Volunteer Notetaker process *until 2024*

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Summary

Check the Faculty Hub

Check your login

Share the update with colleagues

Invite us for a Dept. Mtg.

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Acknowledgements

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Supplemental Materials

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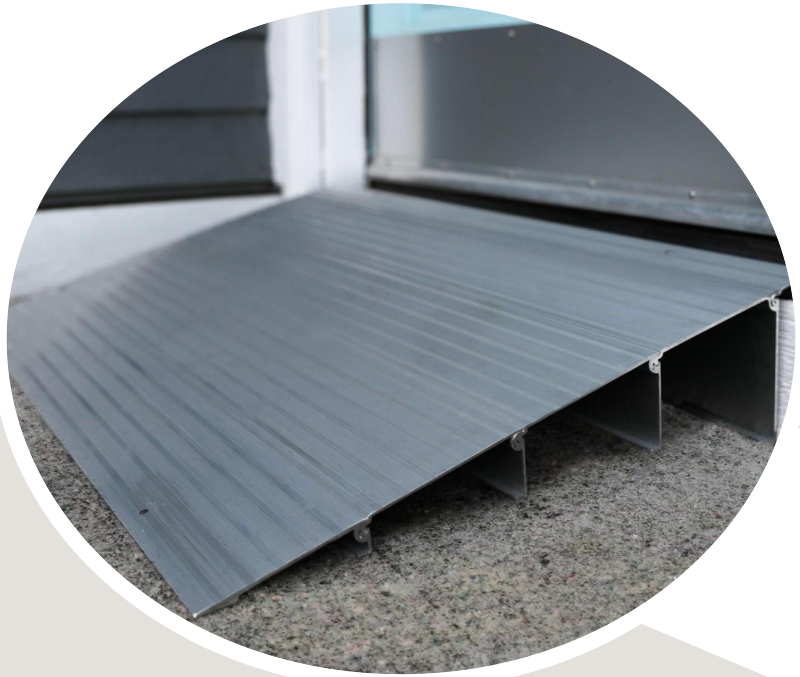
Accommodations where UD is absent



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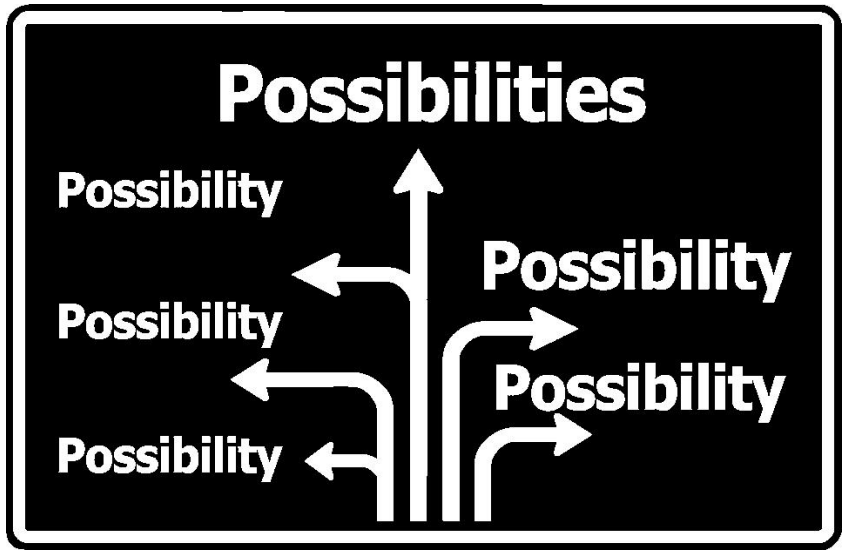
Accommodation Buckets

Time

Environment

Tools

Participation



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Classroom Access Points

Materials

Tasks

Assessments

Space

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Class Accommodation Buckets

Exam Time

Early Access to Slides

First Floor Classes

Building with an Elevator

Software

Adjustable Table

What Is ADA?

The Americans with Disabilities Act (ADA) is a federal regulation originally passed in 1990 and amended in 2008.

ADA prohibits discrimination on the basis of disability with regards to…

- **Employment**
- **Physical and programmatic access in state and local government**
- **Physical and programmatic access in places of public accommodations**
- **Commercial facilities**
- **Transportation**
- **Telecommunications**

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Reasonable Accommodations and Authorized Offices

University Policy 4075

- Students: Services for Students with Disabilities (SSD)
  - **SSD serves Undergraduate and graduate students for academic accommodations.**
- Employees: ADA and Accessibility Services
  - **Graduate students for workplace accommodations**
  - **Student workers for workplace accommodations**
- Visitors: event or activity sponsor

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