

TITLE:	Disability Accommodations Appeals and Grievances Committee
AUTHOR:	Academic Affairs
APPROVAL DATE:	February 6, 2026
EFFECTIVE DATE:	February 6, 2026
PURPOSE:	To define the functions of the Disability Accommodations Appeals and Grievances Committee
REVIEWER:	Chief Academic Officer
REVIEW DATE:	Fall 2030 and every five years thereafter

OPERATING DETAILS:

1. The purpose of the Disability Accommodations Appeals and Grievances Committee is to consider student appeals and grievances related to disability accommodations and to render final determinations. The Committee operates under the principle that federal and state disability laws, including Section 504 of the Rehabilitation Act and Title II of the ADA, shall take precedence in all cases.

2. A pool of six members from Academic Affairs shall be identified by the CAO and a pool of three from Student Affairs shall be identified by the Vice President for Student Affairs. Four members shall be drawn from the combined pool to serve on any given case, with at least two of the members being from Academic Affairs. The Chief Academic Officer (CAO) retains discretion to replace members in case of conflict of interest, scheduling unavailability, or other valid considerations. Membership of the Committee is unpublished.

3. Students have the right to file either an **appeal** if they disagree with the outcome of an accommodation determination or a **grievance** if they believe one or more approved accommodations were not provided.

a. If a student disagrees with a final determination regarding disability status and accommodation from the Navigator for Accessibility and Student Success Services, the student may file an appeal with the Committee by completing an online reporting form and providing all related documentation. An appeal must be filed within 30 calendar days of the determination. The committee will make its own determination to uphold

or modify the original decision. In the event of a tie in voting, the original decision will be upheld. The student will be notified of the outcome of the appeal within 30 calendar days of submission of the appeal. The decision to uphold or modify the original decision is not subject to review or change by any other university authority.

b. If a student with an accommodation plan has not received one or more approved accommodations, the student may file a grievance with the Committee by completing an online reporting form and providing all related documentation. A grievance must be filed within 14 calendar days of the initial refusal of an accommodation. The committee will determine whether the requested accommodation was approved in the accommodation plan and timelines for the request were followed. When the committee determines that the accommodation was denied, it will make a recommendation for a restorative outcome. The student will be notified of the outcome of the grievance within 14 calendar days. The decision and recommendation are not subject to review or change by any other university authority.

4. When an appeal or grievance is filed, the Committee will review the appeal or grievance and all relevant documentation. Copies of relevant documentation will be shared with the committee at the time of the review, and the committee may also identify and review additional evidence. All confidential student information will be held in strict confidence by committee members.

5. Upon receipt of a request for consideration of an appeal or grievance, the Disability Accommodations Appeals and Grievances Committee must meet within 10 calendar days during the academic year and 5 calendar days in the summer term to conduct a review of the existing documentation, determine the need to collect any other evidence, and/or reach a final determination. In the event that subsequent meetings are required for further review and discussion, they must be held and a final decision rendered within 30 calendar days of submission of an appeal and within 14 calendar days of submission of a grievance.

6. The process whereby a student may file an appeal or grievance shall be published on the Student Success Center website, including links to applicable online reporting forms. The website shall also clearly identify how a student may choose to file a complaint with the regional Office for Civil Rights of the U.S. Department of Education.