

Accommodations Review Board & Committee By-Laws

Article 1 – Name

The name of this Board shall be the **Accommodations Review Board (ARB)** of San Jose State University, San Jose, California, as established under Presidential Directive 97-03. The ARB reports to the Provost.

The **ARB Committee** includes the **Accommodations Review Board** of San Jose State University and members of the campus appointed by the Provost to the ARB Committee.

Article II - Purpose

The ARB will provide resolution of student disability accommodations disputes when referred to the Board by a department chair, director, dean or the DRC.

The ARB Committee will provide counsel and advice to the University and the DRC regarding policy interpretations and campus practices. The ARB Committee will review and advise the University regarding all aspects of ADA or other appropriate compliance mandates and accommodation issues

Article III - Membership

Membership of the ARB is defined in PD 97-03 and is comprised of the following : one faculty member (chair of the ARB Committee); one dean; one professional staff member from the Disability Resource Center (DRC); the Associate Vice President for Student affairs; one department chair; the Associate Vice President for Faculty Affairs; the University's ADA/504 Compliance Officer (or designee(s) of any of the above); and the Vice Provost for Academic Affairs as ex officio member at large

Membership of the ARB Committee is comprised of the Accommodations Review Board members, and two faculty members; two students, preferably those with an awareness and sensitivity to issues of disability, one member from Facilities Development and Operations; one member from University Housing Services; and the University Emergency Preparedness Coordinator.

Section 1.

Membership to the ARB and the ARB Committee is by appointment from the Provost.

Section 2.

Membership implies a commitment to attend meetings and actively participate in Board/Committee functions consistent with Academic Senate guidelines and policies.

Section 3.

ARB meetings will convene as needed to address and resolve disputes.

The ARB Committee meetings will be held on a regular basis to accomplish the mission and charge of the committee.

Section 4.

Membership on the ARB/Committee reflects the tenets of the University: "SJSU is an Equal Opportunity/Affirmative Action employer committed to nondiscrimination on the basis of race, color, religion, national origin, sex, sexual orientation, gender status, marital status, pregnancy, age, disability, or covered veteran's status consistent with applicable federal and state laws."

Section 5.

The term of membership, except for students, is two academic years and members serve at the discretion of the Provost. Permanent positions are only assigned to ARB members per their charge to resolve disputes as stated in PD 97-03.

Section 6.

If vacancies should occur during the academic year, new nominations and invitations to sit on the ARB/Committee shall be made immediately by the Chair to fill the positions.

Section 7.

A Chair will be selected for a two year term by consensus of the Board from one of the faculty members on the ARB. In the event that the Chair's seat is vacant prior to the end of his or her term, the Provost or designee shall appoint a temporary Chair until that term is expired.

Article III – Archives

Archives of the Board and of the Committee will be maintained by and housed in the Disability Resource Center in both digital and hard copy formats.