



## Policy 01:130 – Disability Compliance

In accordance with the Americans with Disabilities Act, and the Rehabilitation Act of 1973 (Section 504), the University of Montevallo is committed to making its services, facilities, and programs accessible to employees, students, visitors, qualified applicants for employment and qualified applicants for enrollment, including people with disabilities.

- The following individuals provide oversight in carrying out the University’s values relating to providing reasonable accommodations.
- The Director of Disability Support Services is responsible for making recommendations and assisting in the provision of services and reasonable accommodations for the needs of students with disabilities and for monitoring their effectiveness.
- The Director of Physical Plant is responsible for identifying physical barriers and for maintaining accessible buildings and grounds.
- The Special Assistant to the President for University Events coordinates accommodation requests related to University events and programs.
- The Director of Human Resources is responsible for identifying and implementing significant employee-related accommodation needs and for monitoring their effectiveness.
- The Director of Disability Support Services coordinates University compliance as related to ADA/Section 504 matters.

The University of Montevallo provides employment-related reasonable accommodations to qualified individuals with disabilities to enable them to perform the essential functions of their positions or to apply for available positions. The University of Montevallo prohibits discrimination against employees based on pregnancy, childbirth, or related medical conditions in accordance with the Pregnant Workers Fairness Act. The University of Montevallo makes reasonable accommodations for pregnant employees who request them unless providing the accommodations imposes an undue hardship to the University.

Every individual with a disability is welcome to request reasonable accommodations. Subsequent to receiving a request, the appropriate University official will initiate an interactive process with the employee to identify and implement appropriate accommodations. The University may require medical documentation to support the request for accommodation, but only to the extent permitted by law. An employee needing a minor modification to their work environment may discuss the necessary accommodations with their supervisor, department head, dean or division head. Requests of a significant nature should be made to the Director of Human Resources, who is available to assist during any phase of the employment accommodation process.

All information related to accommodation requests will be kept confidential to the extent possible. Only individuals involved in the accommodation process will have access to this information. The University of Montevallo will make a good-faith effort to implement approved accommodations in a timely manner. However, the specific timeline may vary depending on the nature of the accommodation and any necessary procurement or adjustments. Accommodations will be periodically reviewed to ensure their effectiveness. If an employee's circumstances change, they should notify the appropriate official to discuss potential adjustments to accommodations.

The Workplace/ADA Reasonable Request for Accommodation form is available on the Human Resources page of the UM website.

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