

INTRODUCTION

Lisa Dubose – Human Resources

Peggy Dennis – Disability Services

Vicky Kulicke – Equity and Diversity

Tim Brackenbury – Faculty Senate

Janet Garber – Classified Staff Council

Jeremy Joseph – Administrative Staff Council

Beth Ann Rife – Human Resources

Phyllis Short - ITS

Jennifer Sobolewski – Marketing and Communications

Goals for Today's Session

To Understand:

- » Voluntary campus survey of employees with disabilities;
- » Obligations to report to the OFCCP;
- » Benefits of working together;
- » Confidentiality and information sharing;
- » Campus and community contacts and support networks

BACKGROUND - OFCCP

Office of Federal Contract Compliance Programs (OFCCP)

Mission Statement

The purpose of the Office of Federal Contract Compliance Programs (OFCCP) is to enforce, for the benefit of job seekers and wage earners, the contractual promise of affirmative action and equal employment opportunity required of those who do business with the Federal government.

BACKGROUND – ADA

- » The Changes: Americans with Disabilities Act as Amended
- » Accommodation: How to ask
- » Budget
- » Policies and procedures and link <http://www.bgsu.edu/disability-services/employees-with-disabilities.html>

The Survey

» One Question

● Do you have a disability?

Yes, I have a disability (or previously had a disability)

No, I don't have a disability

I don't wish to answer

The Survey

- » Respondent determines what is a disability

How do I know if I have a disability?

You are considered to have a disability if you have a physical or mental impairment or medical condition that substantially limits a major life activity, or if you have a history or record of such an impairment or medical condition.

Disabilities include, but are not limited to:

- Blindness
- Deafness
- Cancer
- Diabetes
- Epilepsy
- Autism
- Cerebral palsy
- HIV/AIDS
- Schizophrenia
- Muscular dystrophy
- Bipolar disorder
- Major depression
- Multiple sclerosis (MS)
- Missing limbs or partially missing limbs
- Post-traumatic stress disorder (PTSD)
- Obsessive compulsive disorder
- Impairments requiring the use of a wheelchair
- Intellectual disability (previously called mental retardation)

Disability inclusion is important

- » Largest U.S. minority group: approximately 20%;
- » Nearly 80% with disabilities are not employed;
- » Changes to Department of Labor regulations (Section 503 and VEVRAA) addresses this employment gap;
- » Inclusion increases workforce engagement;

New Section 503 Regulations

- Yes, the new regulations include a 7% utilization goal.
- OFCCP created this goal as a measure.
- Use the goal to measure the change (every 5 years).
- Focus on the entire workforce; differs from Executive Order 11246 program - newly placed into positions.
- The goal is not a quota

The Data

Personnel File



OFCCP

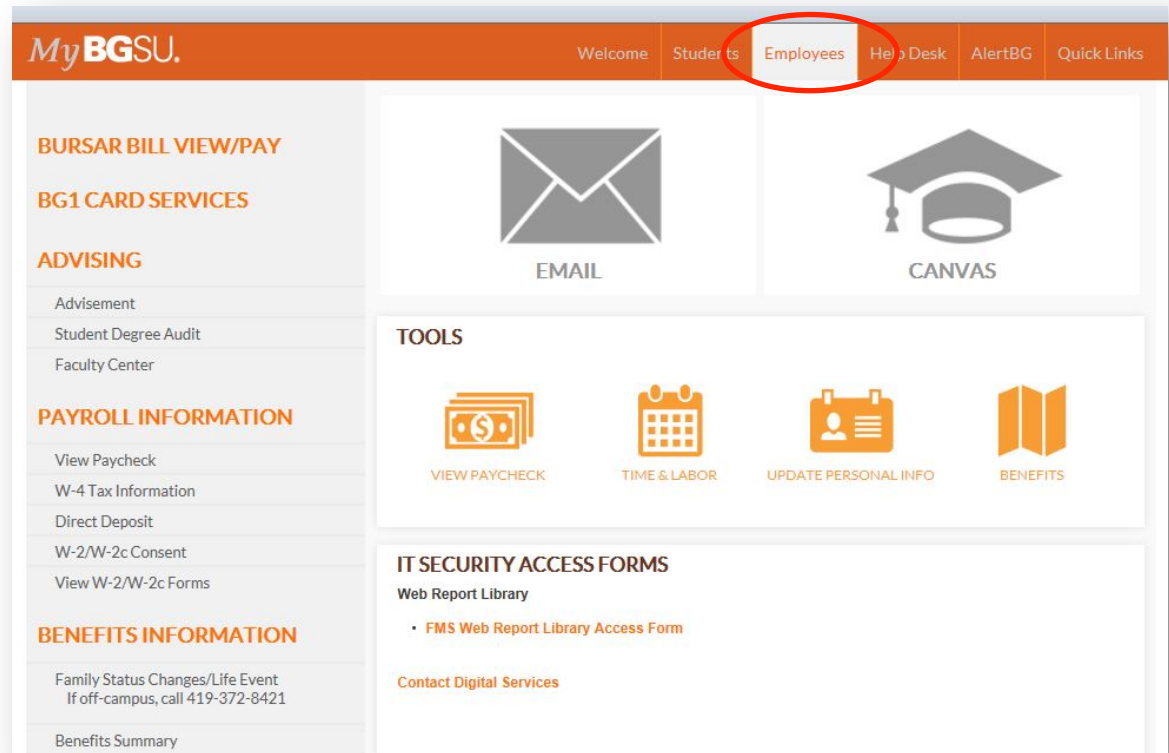


Disability Services
(Accommodations)



BGSU SELF ID

1. Log into the myBGSU portal
2. Select the Employees Tab



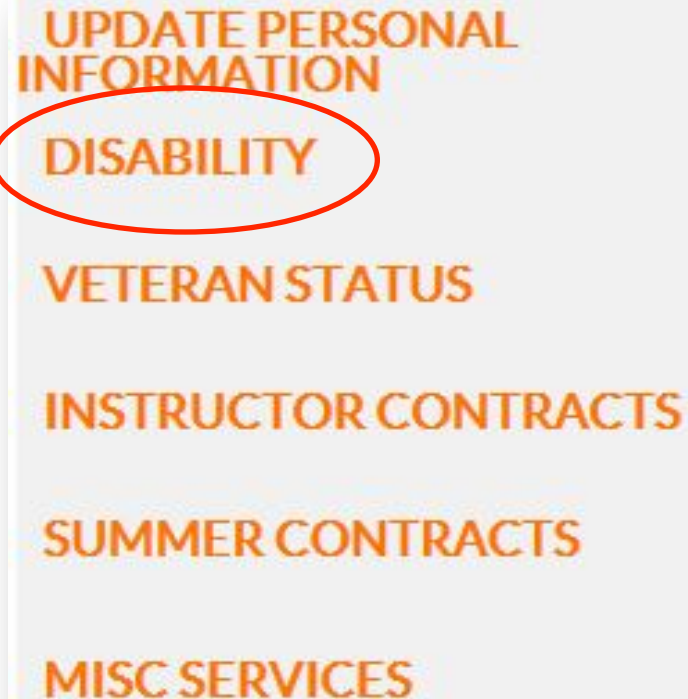
The screenshot displays the myBGSU portal interface. The top navigation bar includes the myBGSU logo and several menu items: Welcome, Students, Employees (highlighted with a red circle), Help Desk, AlertBG, and Quick Links. The main content area is divided into several sections:

- BURSAR BILL VIEW/PAY**
- BG1 CARD SERVICES**
- ADVISING**
 - Advisement
 - Student Degree Audit
 - Faculty Center
- PAYROLL INFORMATION**
 - View Paycheck
 - W-4 Tax Information
 - Direct Deposit
 - W-2/W-2c Consent
 - View W-2/W-2c Forms
- BENEFITS INFORMATION**
 - Family Status Changes/Life Event
If off-campus, call 419-372-8421
 - Benefits Summary

On the right side of the portal, there are two large icons: **EMAIL** (represented by an envelope icon) and **CANVAS** (represented by a graduation cap icon). Below these, there is a **TOOLS** section with four icons: **VIEW PAYCHECK** (stack of money), **TIME & LABOR** (calendar), **UPDATE PERSONAL INFO** (person icon with document), and **BENEFITS** (document icon). At the bottom right, there is an **IT SECURITY ACCESS FORMS** section with a **Web Report Library** link and a sub-link for **FMS Web Report Library Access Form**. A **Contact Digital Services** link is also present at the bottom right.

BGSU SELF ID

3. Scroll to the Disability Link in the left navigation panel
4. Click on the link



UPDATE PERSONAL
INFORMATION

DISABILITY

VETERAN STATUS

INSTRUCTOR CONTRACTS

SUMMER CONTRACTS

MISC SERVICES

BGSU SELF ID

5. Complete the form by selecting one of the three radio buttons
6. Click 'Submit'

Voluntary Self-Identification of Disability

Your Name

Form CC-308
OMB Control Number 1280-0008
Expires 1/31/2017

Why are you being asked to complete this form?

Because we do business with the government, we must reach out to, hire, and provide equal opportunity to qualified people with disabilities. To help us measure how well we are doing, we are asking you to tell us if you have a disability or if you ever had a disability. Completing this form is voluntary, but we hope that you will choose to fill it out. If you are applying for a job, any answer you give will be kept private and will not be used against you in any way.

If you already work for us, your answer will not be used against you in any way. Because a person may become disabled at any time, we are required to ask all of our employees to update their information every five years. You may voluntarily self-identify as having a disability on this form without fear of any punishment because you did not identify as having a disability earlier.

How do I know if I have a disability?

You are considered to have a disability if you have a physical or mental impairment or medical condition that substantially limits a major life activity, or if you have a history or record of such an impairment or medical condition.

Disabilities include, but are not limited to:

• Blindness	• Autism	• Bipolar disorder	• Post-traumatic stress disorder (PTSD)
• Deafness	• Cerebral palsy	• Major depression	• Obsessive compulsive disorder
• Cancer	• HIV/AIDS	• Multiple sclerosis (MS)	• Impairments requiring the use of a wheelchair
• Diabetes	• Schizophrenia	• Missing limbs or partially missing limbs	• Intellectual disability (previously called mental retardation)
• Epilepsy	• Muscular dystrophy		

Please select one of the options below:

YES, I HAVE A DISABILITY (or previously had a disability)

NO, I DON'T HAVE A DISABILITY

I DON'T WISH TO ANSWER

Your Name _____ Today's Date _____

Reasonable Accommodation Notice

Federal law requires employers to provide reasonable accommodation to qualified individuals with disabilities. Please tell us if you require a reasonable accommodation to apply for a job or to perform your job. Examples of reasonable accommodation include making a change to the application process or work procedures, providing documents in an alternate format, using a sign language interpreter, or using specialized equipment.

Section 503 of the Rehabilitation Act of 1973, as amended. For more information about this form or the equal employment obligations of Federal contractors, visit the U.S. Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) website at www.dol.gov/ofccp.

PUBLIC BURDEN STATEMENT: According to the Paperwork Reduction Act of 1995 no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. This survey should take about 5 minutes to complete.

QUESTIONS?

Resources

http://www.dol.gov/ofcccp/regs/compliance/faqs/503_faq.htm#Q10

www.NOD.org/tracker

US Department of Labor, Office on Disability Employment Policy:

<http://www.dol.gov/odep>

Employer Assistance and Resource Network: <http://www.askearn.org>

Job Accommodation Network: <https://askjan.org>

National Organization on Disability: www.nod.org

US Business Leadership Network: <https://usbln.org>

Emerging Employment Issues for People with Disabilities:
Disability Disclosure, Leave as a Reasonable
Accommodation, Use of Job Applicant Screeners by
Sarah von Schrader, Valerie Malzer, William Erickson,
Susanne Bruyère:

<http://digitalcommons.ilr.cornell.edu/edicollect/1288>