

**Division of Student Affairs**  
2010-2011 Department Annual Report Guidelines

DISABILITY SERVICES

**Department Mission/Vision Statement**

The mission of Disability Services (DS), at Bowling Green State University, is to provide equal access and opportunity to qualified students with disabilities. Our goal is to increase awareness of disability issues and provide opportunities for students with disabilities to fully integrate into the BGSU community.

**Executive Summary**

Based upon the perspective of the interactional model of disability, interactions between the individual and the campus environment have a profound influence on retention and degree completion by students with disabilities. This model also suggests that academic and social integration, not “normalization” is what students need to be successful in college. Such integration requires as much adjustment on the part of nondisabled students, faculty, and staff as by students with disabilities. Given this, DS staff continue to believe that emphasizing the academic and social integration of persons with disabilities into campus life, will prove to be effective in promoting student development, while abiding by the tenets of the Americans with Disabilities Act.

The following list of initiatives and accomplishments provides examples of our endeavors in this regard during the past year:

- Practicum and employment opportunities for students continue to be made available and increasingly utilized.
- The university to host a regional transition fair in October of this year; this is a collaborative event with Admissions and member organizations of the NW Ohio Regional Transition Consortium. Planning for this event in Nov 2011 continues.
- Progress has been made on finalizing curriculum/funding issues, and implementing a program to empower students with autism spectrum disorders as they transition to the university; this is a collaborative venture with faculty from the CDIS and Intervention Services academic units. Beginning with the 2011-2010 a.y. The program will be administered through the CDIS academic area.
- Increased contact with Human Resources has resulted in renewed focus on disability issues via the ADA Advisory Committee; service animal/therapy animal policies have been finalized and forwarded to cabinet. The decision has also been made to transfer responsibility for this committee, as well as institutional ADA/504 compliance to the Office of General Counsel.
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- The relationship with the Ohio Rehabilitation Services Commission (RSC) relative to student referrals and the employee related JOBSAVE Program remains stable. No referrals were made to the program during this past year.

- Presentations provided by DS staff via the CTL continues to result in an increasing number of faculty integrating disability into their respective curricula.
- \$3,644 in scholarship funds was awarded to students with disabilities.
- Graduation rate of students registered with DS has been determined to be much higher than the rate for overall student body.
- NAMI student organization membership numbers have increased, resulting in greater visibility and awareness of disability/mental health related issues.
- Staff participated in Preview Day/President's Day Activities.
- Achieved 100% administrative staff participation in fall and spring commencement ceremonies.
- Maintained a collaborative relationship with Design and Construction relative to facilities and master plan accessibility compliance.
- Maintained close collaboration and compliance planning relationship with the Firelands campus.
- Improved efficiency of documentation review process with electronic eligibility and accommodation forms/processes.
- Improved "application for services" process by posting directions and forms on our website.
- Distributed over 200 transition handouts to "feeder schools" school psychologists and counselors.

### **Contribution to Division of Student Affairs Action Items and University Strategies**

Based on your departmental priorities and action items, indicate accomplishments made in your department during the 2009-2010 in achieving your priorities, relative to the University strategies.

#### **Strategy #1: Create distinctive coherent undergraduate learning experiences that integrate curricular and co-curricular programs**

- Offered practicum, assistantship, employment, and other opportunities for students with and without disabilities to collaborate and learn from one another;
- Continued to focus on issues of persistence, interpersonal and intrapersonal competence, practical competence, and postgraduate success in our work with students.

#### **Strategy #2: Expand the student populations for BGSU enrollment and implement programs to recruit and retain them to successful program completion**

- Assumed a leadership role in the newly developed Regional Transition Stakeholder Consortium. This an initiative of the Region 1 Dept. of Education State Support Team;
- Represented BGSU at various secondary school programs such as LD College Nights, in conjunction with the Office of Admissions; and
- Completed work with Communication Disorders faculty on the development of the ROWing clinic programming and services.

#### **Strategy #3: Identify and pursue economic development and curricular engagement opportunities**

- Maintained the collaborative relationship with the Ohio Rehabilitation Services commission relative to the JOBSAVE Program; and continued discussions with colleagues at the university of Toledo and Owens Community College regarding the development of a resource sharing consortium.

**Strategy #4: Enhance institutional capabilities for research and creative achievements**

- Maintained current level of practicum opportunities for CSP students;
- Continued collaboration with Intervention Services faculty relative to grant applications; and
- Continued collaboration with the Psychological Services Center relative to student evaluations/research opportunities.

**Strategy #5: Realign individual and institutional incentives and resources to support institutional priorities.**

- Achieved an increased level of physical and programmatic accessibility through effective planning and communications (i.e. completion of Service/Therapy animal policy and Institutional Access policy).
- Continued collaboration with Human Resources relative to ADA related training.
- Continued work with Institutional Research relative to the Student Flow Model.

**Strategy #6: Adapt institutional processes and resources for attracting new faculty and staff and for promoting the development of their talent and contributions.**

- Maintained and strengthened the relationship with the Office of the Provost regarding faculty awareness training, increased faculty involvement in the modified exam process, and the establishment of a university testing center to be overseen by academic affairs; and
- Maintained visibility and pro-activity in the area of faculty/staff accommodation provision.

**Strategy #7: Increase institutional diversity and inclusion through communication of benefits.**

- Worked with the CTL and other entities to increase awareness of disability as a diversity issue; and
- Provided support to faculty seeking to integrate disability into their respective curricula.
- Maintained membership on the university's student veteran task force; staff also attended the on campus conference "Operation Reconnect: Understanding the Needs of Military Service Members and Their Families" in June.
- Provided information and training at the new faculty orientation and GSO.

**Program Participation and Usage Data**

Insert information regarding program counts, facility usage statistics, office visits, etc. This information can be captured in a table, chart, or other visual.

Program/Facility	2010-2011 Count	2009-2010 Count	% Change (+/-)
Number of new eligibility Letters sent. Eligible and not eligible	259	221	+ 17%
Exams Proctored	1334 total	291 during finals weeks only	Tracking differently now.
Residence Life appeals	80	76	+ 5%

### Major Staff Achievements

Selected staff achievements will be included in the Division of Student Affairs Annual Report. Major achievements in this area during the past year are again reflective of a focus on maintaining a high quality of student service, while containing costs to the greatest degree possible. Examples include utilizing student employees and innovative hiring practices to make TYPEWELL and interpreter services available to students whom are deaf/hard of hearing. This practice continues to save the institution thousands of dollars per year. Another example would be the low percentage of exams mishandled given the fact that DS proctors hundreds of exams per semester. This collaboration with Academic Affairs is essential in supporting students in their academic efforts. Finally, the office utilized student employee clerical assistants as the secretary 2 position, which became vacant due to the incumbent retiring was not filled.

Another achievement supports the goal of increasing awareness of disability issues on campus. The results of a spring 2010 student survey provide strong evidence of positive opinion regarding campus accessibility and campus climate. The vast majority of respondents agree that professional staff are helpful in assisting with accommodations, find it easy to move around campus, and see other students as friendly and engaging.

Individual staff achievements include the retirement of Rob Cunningham, Director, after 24 years of service. Peggy Dennis, associate director, participated in numerous outreach efforts including representing the university at the annual LD College Fair in Gahanna, Ohio in the fall. She also continued her work with ITS relative to ensuring accessibility to the institution's computer labs and various websites. Peggy also took advantage of several important professional development activities. Lea Anne Kessler, Coordinator, collaborated with UPAS and Admissions colleagues to create a mailing for all incoming UPAS students. She also met with approximately 33 families during summer 2010 orientation and registration, and with over 100 new students (mainly freshmen) during the first four weeks of the fall 2010 semester. All three professional staff served on numerous committees with the director chairing two of them.

### Proposed 2011-2012 Priorities/Action Items

- Work with the DS Associate Director and the Executive Director of the Center for Health to ensure a smooth period of transition and adjustment upon the director's retirement. This will include revising JAQ's and office procedures.
- Develop a 2 plus 2 transition and transfer plan with the Owens Community College Pathways (RSC sponsored program) counselor.

- Engage high School psychologists in an informational transition discussion, via direct outreach as well as through the state support team transition consortium.
- Create PeopleSoft page in order to capture assessment and other relevant data.
- Increase the availability of “high school to college transition information” on the DS website – offer the new general disability verification form and request for accommodation forms online; also develop a checklist for new students to follow when applying for services.

If you have any questions about completing this annual report, please contact Steve Kampf at [skampf@bgsu.edu](mailto:skampf@bgsu.edu).