

ADA Accommodations and Community Events RVC Administrative Procedure (2:10.120)

I. Procedure Statement

Rock Valley College is committed to the full inclusion and participation of persons with disabilities in all aspects of college life, including visitors to campus for community and campus-sponsored events. Consistent with the Illinois Human Rights Act, the Americans with Disabilities Act (ADA), and other state and federal laws, RVC will provide reasonable accommodations to visitors and community members to ensure full enjoyment and equitable participation in community and RVC-sponsored events.

RVC will provide a mechanism for community members and visitors to request reasonable accommodations for all college-sponsored events. The entity sponsoring the event will be responsible for addressing reasonable accommodation requests and will serve as the first point of contact for community members with disabilities. This may be done in consultation with the ADA Compliance Coordinator.

RVC will also require community partners using RVC facilities for events to prioritize accessibility.

II. Applicable Laws

- A. The Americans with Disabilities Act (ADA) is a federal law prohibiting discrimination against individuals with disabilities in employment, public service, public accommodations, transportation, and telecommunications.
- B. The Rehabilitation Act is a federal law prohibiting discrimination on the “basis of disability” by federal contractors and recipients of federal grants.
- C. The Illinois Human Rights Act is a state law prohibiting discrimination against individuals based on physical or mental disability as well as association with a person with a disability.

III. Definitions

Disability:

- a. A physical or mental impairment that substantially limits one or more major life activities;
- b. a record of such an impairment or;
- c. being regarded as having such an impairment.

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Major Life Activities

Include but are not limited to walking, talking, seeing, hearing, learning, breathing, caring for oneself, doing manual tasks, and participating in community activities. Major life activities also include the operation of a major bodily function. (Functions of the immune system, special sense organs and skin, normal cell growth, digestive, genitourinary, bowel, bladder, neurological, brain, respiratory, circulatory, cardiovascular, endocrine, hemic, lymphatic, musculoskeletal, and reproductive functions).

Qualified Individual with a Disability

means an individual with a disability who, with or without reasonable modifications to rules, policies, or practices, the removal of architectural, communication, or transportation barriers, or the provision of auxiliary aids and services, meets the essential eligibility requirements for the receipt of services or participation in programs or activities provided by the public entity.

IV. Process to Request an Accommodation

- a. RVC must provide reasonable accommodations to the campus community and the public who request accommodations to attend or otherwise participate in an RVC-sponsored event. This includes all events and meetings open to the public.
- b. The department sponsoring the event is responsible for responding to and providing such accommodations.
- c. Reasonable accommodation statement will read: For more information or to request accommodations, contact (point of contact) at (email) or (phone)
- d. Reasonable accommodation statement must be in no less than 12-point font.
- e. Members of the public should make reasonable accommodation requests known with as much advance notice as possible, with a minimum of three weeks expected, in order to secure needed accommodations.
- f. RVC acknowledges that while best practice may be calling 3 weeks before an event. If a call request comes in after that, in line with the nondiscrimination requirements of Title II of the ADA, RVC will make every reasonable effort to accommodate.
- g. While RVC is not required to provide the specific reasonable accommodation requested, RVC is committed to providing an accommodation that is reasonable

V. Complaint Process

- a. If a member of the public feels as though their reasonable accommodation or disability-related needs were not adequately satisfied or otherwise addressed, they may reach out to Eric Brown, RVC ADA Compliance Coordinator, at 815-921-2067 or e.brown2@rockvalleycollege.edu
- b. Once a complaint is received, the ADA Coordinator will commence a review and investigation within five business days.

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- c. The ADA Coordinator will take no more than 30 business days to review relevant facts, conduct an investigation, and develop an action plan with the lead department (where applicable college-wide) to ensure future events are accessible.

Reference: Board Report #8129

Implemented: January 30, 2024

Revised: June 25, 2025