# Faculty Rights and Responsibilities

## Faculty members have the right to:

* Require students to demonstrate their knowledge of crucial course content.
* Evaluate the academic work of students with disabilities according to the same criteria of evaluation utilized for all other students in the class.
* Consult with CDAR about an approved accommodation that seems unreasonable or that you believe fundamentally alters the course. A faculty member should not address concerns directly with a student until after consulting with CDAR.
* Refer accommodation requests to CDAR from students who have not provided verification of CDAR approved accommodations through an Accommodation Determination Letter (AL). Students are expected to initiate and actively engage in the University’s interactive accommodation process with CDAR prior to receiving an accommodation. Instructors should not grant an accommodation without formal notice from CDAR.
* Receive verification of an accommodation approved by CDAR**.** CDAR provides both students and instructors with access to an AL. The student must request that ALs be sent to faculty via the CDAR portal. Instructors will receive emailed notification of a student’s approved accommodations directly from CDAR.
* Establish course design, curriculum, materials, and assignments. Accommodations are not intended to fundamentally alter essential requirements of a course. Instructors should consult with CDAR if a student makes such a request, or if the instructor believes that an approved accommodation fundamentally alters their course.
* Receive timely notice of accommodation requests. Because students can request services at any time during the quarter, instructors may receive accommodation requests throughout the semester. Instructors need only accommodate from the time of notice and are not required to retroactively implement an accommodation.
* Have input and work with students to determine how accommodation will be provided in a particular class. If ever that proves to be challenging, please consult CDAR.

## Faculty members are responsible for:

* Understanding how a student with a disability receives/processes information and/or demonstrates mastery of a subject might vary due to reasonable accommodations.
* Including a syllabus statement on how students can access accommodations; <https://www.uidaho.edu/current-students/cdar/faculty/syllabus-statement>
* Communicate to students with CDAR approved accommodations about expectations for their classroom within the parameters of the accommodations. This should be done in private to promote an atmosphere of open communication and confidentiality between the student and faculty.
* Providing the accommodation(s) listed in the official AL from CDAR.
* Contact CDAR if there are any questions or concerns about approved accommodation or how to best work with a student.
* Maintaining confidentiality of students who disclose their disability or need for accommodation.
* Refer a student who discloses a disability to CDAR. It is recommended this be done in writing so that there is a record of the referral.
* Provide an accommodation only after receiving the accommodation letter from CDAR. Accommodation(s) should not be provided without an AL, nor should additional accommodation(s) be provided unless the accommodation would be provided for all students in the class.
* Ensure instructional materials are accessible and usable by all students. CDAR can work with faculty to support equal access to course content. Accessible materials may include captioning, exam proctoring, alternative course notes, and document conversion.

## Faculty do not have the right to:

* Refuse to provide required accommodations as outlined on an AL from CDAR.
* To question outwardly (either directly with the student, other students, or other faculty members) whether the disability exists when accommodations have been authorized by CDAR.
* To request to examine the student’s documentation.

If a faculty member has questions about the appropriateness of an accommodation, please consult CDAR by emailing [cdar@uidaho.edu](mailto:cdar@uidaho.edu) . If they feel like the disagreement is not resolved, the faculty member should then contact the Director of CDAR via [cdar@uidaho.edu](mailto:cdar@uidaho.edu) or call 208-885-6307.