



Dear Faculty,

As a follow up to emails sent to both CCM faculty/staff/administration and to students, I wanted to send out a message of support. As you prepare to move to online instruction - or any other teaching/learning format, I will be the point of contact for Accessibility Services. I will be available via email for any questions and will send my cell phone number if we need to talk over the phone. I will have access to students' approved accommodations and disability types, but I will not have access to specific chart information and in-depth learning style information. I say this, as I know that some classes will be moved online and others will be prevented because of subject matter or environmental requirements, etc.

My office understands that not every delivery method will be perfect or ideal but we are working in the parameters of what we have to keep our students moving forward. Thus, my job will be to help with individual students as we go through this situation together. There will be a link under the Covid-19 section of the CCM website under "faculty" listing resources available to working with students with disabilities. Listed is bullet point information relating to different types of disabilities, i.e. deaf/hard of hearing, if you have a note-taker in your class, etc.

Typical accommodations should be able to be maintained, as you move your course work online. If you administer timed exams, please adjust the students that receive extended time in the system. You will be able to do this on an individual basis through Blackboard and other platforms. Check with CTL if you need help doing so. If you give homework, classwork, projects with due dates, please know that some students with disabilities may ask for extensions because this will be a different way of learning for them and may take them longer to read content.

Please note, in the event we receive calls/emails from students stating, "Online learning is not conducive to their learning style", we will let them know that as the decision to go online was due to uncontrollable events, we encourage them to persist rather than contact offices for withdrawals and refunds. Of course, we will deal with situations individually as they arise.

Please know that I appreciate all your efforts in providing access for our students. If you have any questions or concerns, please let me know.

Be well,

Maria Schiano
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