Rock Valley College

ADA Access to Elevators Requiring a Badge

RVC Administrative Procedure (2:10.120)

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 college-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 ensure full enjoyment and equitable participation in the classroom, in employment, and for visitors attending events on campus.

Rock Valley College (RVC) acknowledges that certain elevators on campus require badge access for use. RVC also recognizes that there are accessibility barriers for people with disabilities to access the Performing Arts Center (PAR). This administrative procedure aims to minimize these barriers by providing a mechanism for badge access in cases where someone needs to access the PAR but is unable to navigate the stairs. Rock Valley College also recognizes that, even with this procedure in place, the college may need to make additional accommodations for students, staff, faculty, and community members to fully use and enjoy the space.

This Administrative Procedure aligns with Board Policy 2:10.120.

The procedure is related specifically to individuals with disabilities as defined in section IV. Staff and faculty who do not meet the definition of disability must follow the already established access control protocol to gain badge access.

Department and Primary Point of Contact Involved

Rock Valley College Police
Point of Contact RVCPD Chief of Police
Phone: 815-921-4361
Email: T.Yehl@RockValleyCollege.edu

Estelle M. Black Library
Point of Contact: Access Services Specialist
Phone: 815-921-4607
Email: C.Eastham@RockValleyCollege.edu

Disability Support Services
Point of Contact: Director of Disability Support Services
Phone: 815-921-2356
Email: L.Shattuck@RockValleyCollege.edu

Cultural Excellence and Belonging
Point of Contact: ADA Compliance Coordinator
Phone: 815-921-2067
Email: E.Brown2@RockValleyCollege.edu

Human Resources
Point of Contact: Director of Employee Relations
Phone: 815-921-4267
Email: C.Lott@RockValleyCollege.edu

Marketing and Communications
Point of Contact: Executive Director of College Communications
Phone: 815-921-4516
Email: J.Thompson@RockValleyCollege.edu

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.

Definitions

Community Members
For this procedure, a community member is someone who is attending an event at Rock Valley College that is nonacademic or not related to their academic pursuits.

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.

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
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.

Procedure

RVC Police

RVCPD will ensure that at least three access control badges allowing access from the elevator to the backstage area of the Performing Arts Center (PAR) and access from the library to the lobby of the PAR are made available in the library to address accessibility needs, whether temporary or permanent. RVCPD will work with POM and ADA Compliance Coordinator to post signage near the elevators requiring badge access and outside the library. After-hours access can be obtained by calling RVCPD.

Estelle M. Black Library

Library staff will include the three control access badges in the library's circulating collection, which will grant students access to the elevators in ERC enabling them to proceed to the stage level of the PAR or the lobby of the PAR. IDs are required at checkout.

Students without Rock Valley College IDs, which also serve as library cards, can be looked up using their government-issued ID.

Library staff will catalog the access badges as equipment. Students who do not return the badges will receive notices via their email address after failure to return.

Disability Support Services

DSS will notify all students served by DSS who may need access to the PAR about the option to check out an access badge with access to the stage level. If additional accommodations are necessary concerning barriers that cannot be eliminated or minimized by this procedure, DSS will work with relevant parties to identify reasonable accommodation.

If the college becomes aware of students with disabilities who would benefit from badge access to the PAR, they will be encouraged to register with Disability Support Services to make the accommodation request based on academic need.

ADA Compliance Coordinator

In situations involving community members, the ADA Compliance Coordinator will work with event planners, campus community members and the public to address the potential accessibility needs that may arise when needing to use the PAR.

Human Resources

Human Resources will work with faculty and staff with disabilities who, due to their disability, need access to elevators that require badge access. This can be accomplished through the established reasonable accommodation process by assisting the staff or faculty members in gaining access via their individual badge and/or making them aware of relevant library resources, as appropriate.

Marketing and Communications
Rock Valley College Communications and Marketing will work with ADA Compliance Coordinator as needed to assist in promotion of this accommodation as needed by updating the Accessibility at RVC webpage and through internal communication channels.

Elevator Access

Elevator inside of the Library
If a student, staff, faculty or community member needs access to the PAR in order to sit in the seats or use the wheelchair seating area, in order to access the closest accessible route to that area they should use the elevator inside of the library. To sit in the seats, stairs are encountered.

Elevator inside the ERC (closest to the CL1 side of the building)
If a student, staff, faculty or community member needs access to the PAR backstage area, in order to access the stage, based on disability, they should use the elevator inside the ERC facing CL1. This elevator can also be used to allow someone on the same level as the main entrance to the PAR but requires more walking. This elevator also gives access to the first row of seats if they can maneuver off a small step from the stage to the seating area

Rock Valley College

Reference: Board Report 8129
Implemented: January 30, 2024
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RVC is an equal opportunity educator and employer.