

Disability Accommodation Policy for Access to Public Events

I. STATEMENT OF PURPOSE: It is the policy of Oklahoma State University-Oklahoma City (OSU-OKC) that all campus events opened to the public are accessible to attendees with disabilities, in compliance with the Americans with Disabilities Act, and equivalent state and federal laws.

II. CAMPUS CONTACT: All questions concerning this policy should be referred to the OSU-OKC Disability Services Office, Student Center Room 142, 405-945-3385.

III. DEFINITION: Public events are events that are open to community members who are not students or employees of the campus. Such events include, but are not limited to, theatre and music performances, athletic events and camps, gallery exhibits, seminars and colloquiums, and graduation ceremonies. (Excluded from the definition of public events above are meetings or conferences that are held on OSU-OKC's campus but organized and sponsored by an external entity. For example: An organization who reserves meeting space on OSU-OKC's campus for its company's annual employee conference.)

IV. DISSEMINATION: Materials announcing public events should state that the event is accessible, and that special accommodations may be made for people with disabilities. Announcements of public events should include a statement similar to this:

Wording for public events:

Persons who, because of a special need or condition, would like to request an accommodation should contact (insert event sponsor name and contact number) as soon as possible, but no later than five (5) business days before the event, so that appropriate arrangements can be made.

V. FUNDING: The sponsor of the campus event is responsible for receiving requests for disability access accommodations, and for arranging for funding of disability access accommodations as applicable. Advice and assistance may be requested from the Disability Services Office at 405-945-3385, Services for Deaf/Hard of Hearing Students at 405-945-3388, Finance and Operations at 405-945-8632, and/or Safety and Security (also handles Parking) at 405-945-3253.

VI. OTHER COMPLAINTS: This policy also does not prohibit a timely filing of an ADA or discrimination complaint with the appropriate external governmental agency.

VII. RETALIATION: Retaliation against an event participant for filing a disability accommodation request, or for filing a complaint or an appeal with an appropriate external governmental agency is prohibited.