

1. PURPOSE

The purpose of this policy is to articulate the requirements for making University of Wisconsin Oshkosh sponsored events and externally sponsored events occurring on campus meaningfully accessible to individuals with disabilities.

2. RESPONSIBLE OFFICER

Director of Equal Opportunity, Equity & Affirmative Action

3. SCOPE

This policy applies to all faculty, staff, students, visitors, guests, and external entities, on any property owned, leased, or managed by any entity or component of the University of Wisconsin Oshkosh.

4. BACKGROUND

UW Oshkosh is required under federal and state disability laws to make its programs meaningfully accessible to individuals with disabilities. This requires the University to provide requested reasonable accommodations to afford access, remove barriers to meaningful participation, and modify policies, practices or procedures as necessary to afford access, unless doing so would result in undue financial and administrative burdens or fundamentally alter the nature of the event.

5. DEFINITIONS

Event: a planned, organized public or social activity or program sponsored by the University of Wisconsin Oshkosh open to the University community and/or the public. Events include, but are not limited to, conferences, seminars, forums, colloquiums, receptions, athletic events, athletic camps, youth programs, gallery exhibits, theatre and music performances, and graduation ceremonies. Events sponsored by external entities that occur on campus are included within this definition.

Event Organizer: the member of the University community, academic unit, department, student organization, other unit/group, or external entity organizing the event.

Access: the opportunity for individuals with disabilities to meaningfully participate in, utilize, benefit from and enjoy the facilities, programs, and services.

Physical accessibility: the opportunity for individuals with disabilities to have equal physical access to event activities. A physically accessible space will include, but is not limited to, accessible parking, an accessible route from parking to the event, accessible entrances, accessible bathrooms, elevators and/or ramps.

6. POLICY STATEMENT

- A. Inclusion is one of the core values of the University. Our goal is to create a campus climate accessible to all, and proactively plan events free of physical, communication and/or other barriers so all individuals may meaningfully participate in campus activities and events.
- B. **Required Access Event Notification:** All institutional and departmental publications that describe or invite public participation or attendance in programs at the University, and all University-sponsored events held off campus, are required to contain the following statement:
 - a. *"UW Oshkosh is an affirmative action, equal opportunity educator and employer. Please contact (insert your department/office name & phone), Accessibility Center at (920) 424-3100, and/or Wisconsin Relay Services at 1-800-947-3529 or 711 (TTY) at least 5 days prior to the event should you need this poster in an alternative format or if you need a reasonable accommodation to participate in this event."*
- C. **Event Accommodation:** The event organizer is responsible for making the event meaningfully accessible and providing requested reasonable accommodations, which includes paying for any associated expense of an accommodation. No accommodation shall be required if the accommodation would fundamentally alter the nature of the event or result in undue financial or administrative burdens. Prior to denying an accommodation request, event planners must consult the Director of Equal Opportunity, Equity & Affirmative Action. The Director must approve denial of an accommodation request.
- D. **External Entity:** External entities are required to include the event notification identified in this policy or a similar notification in all publications that announce or invite public participation or attendance in an event held at campus facilities. External individuals, organizations or entities must provide written assurances to the University their event held at a campus facility will be meaningfully accessible. The accessibility assurances may be contained in the written agreement for use/ rental of the facilities. Such agreements will require the external entity to ensure accessibility and provide reasonable accommodations.
- E. **Health and Safety:** This policy does not require an event organizer to permit an individual to participate in an event when that individual's participation poses a direct threat to the health or safety of others. It would be a rare occurrence for an individual's participation to pose a direct threat to the health or safety of others. In determining whether an individual poses a direct threat to the health or safety of others, the event organizer, in consultation with the Director of Equal Opportunity, Equity & Affirmative Action must make an individualized assessment to ascertain the nature and severity of the risk; the probability of potential injury; and whether reasonable modifications to the event or the provision of auxiliary aids or services will mitigate the risk.

F. Event Space: University-sponsored public events held on campus will occur in physically accessible spaces. University-sponsored events off campus, or in a non-university facility will be held in facilities accessible to and useable by persons with disabilities as required by Title II of the Americans with Disabilities Act, unless the facility is an integral part of the event that cannot otherwise be accommodated.

7. REFERENCES

[Links to documents or resources relevant to the policy]

8. REVISION HISTORY

	Approved by Faculty Senate
	Approved by Senate of Academic Staff
	Approved by University Staff Senate
	Approved by OSA Assembly and Senate
	Approved by Chancellor

9. CHANCELLOR'S APPROVAL

Chancellor's signature

Date