XI. Affirmative Action Plan for Covered Veterans (41 CFR § 60-250 and 60-300) and Individuals with Disabilities (41 CFR § 60-741)

As a federal contractor, UC San Diego is an affirmative action/equal opportunity employer. This Staff Affirmative Action Plan for covered veterans and individuals with disabilities was developed in conformance with University policy and applicable regulations written by the U.S. Department of Labor/Office of Federal Contract Compliance Programs.

UC San Diego has developed and implemented employment procedures pertaining to covered veterans and individuals with disabilities, and is in compliance with 41 CFR, Part 60-741, which implements Section 503 of the Rehabilitation Act of 1973, as amended and 41 CFR, Part 60-250, and 41 CFR, Part 60-300 which implements Section 402 of the Vietnam-era Veterans Readjustment Assistance Act of 1974, as amended.

This plan summarizes UC San Diego’s outreach efforts for covered veterans and individuals with disabilities from November 1, 2010 to October 31, 2011. It also addresses action-oriented programs during the period of March 1, 2012 to February 28, 2013. The Affirmative Action Plan for covered veterans and individuals with disabilities, as discussed in this chapter, is reviewed and updated annually and is available for inspection upon request by any UC San Diego employee or job applicant. The Plan is available on the UC San Diego website, or a complete hard copy can be obtained at the Geisel Libraries (whose hours vary and are posted on the web), or in the HR-EO/SAA office (from 8:00 a.m. to 4:30 p.m., Monday through Friday).

As a major employer in a culturally and socially diverse community, UC San Diego has made progress in diversifying its staff workforce. The University aspires to sustain equal opportunity and achieve further diversity in its workplace. Sound affirmative action programs, equal employment opportunity policies and practices, and diversity education programs are essential for sustaining the excellent and diverse quality of our workforce.

A. Responsibility for Implementation

The Chancellor has the ultimate responsibility for effective implementation of UC San Diego’s Staff Affirmative Action Program for covered veterans and individuals with disabilities. Also, the Americans with Disabilities Act (ADA) coordinator is charged with providing recommendations to the appropriate vice chancellors for consideration towards improving the disability services provided to faculty, staff, and students at UC San Diego. The Chancellor delegates the front-line responsibility for staff affirmative action activities regarding these populations to the Vice Chancellor External and Business Affairs, functioning as Staff Affirmative Action Coordinator. This incumbent advises the Chancellor whether the policies set for these groups are being implemented in a timely and effective manner.

Delegated the operational responsibility for executing this program, the Director, HR-EO/SAA and Accommodation Counseling and Consulting Services (ACCES), is responsible for (1) advising on the development of policy statements, programs, and procedures that comply with the regulations; (2) advising on communicating nondiscriminatory practices and procedures for these groups internally and externally; (3) helping advisory committees develop and implement programs that benefit covered veterans and individuals with

1 The term “covered veteran,” which is being used throughout this plan, includes the following groups: disabled veterans, Vietnam era veterans, recently separated veterans, veterans who served on active duty in the U.S. military, ground, naval or air service during a war or in a campaign or expedition for which a campaign badge has been authorized and Armed Forces service medal veterans.
disabilities; (4) serving as liaison with the Office of Federal Contract Compliance Programs, organizations and community action groups for these populations; and (5) using an auditing and reporting system to evaluate the effectiveness of the Staff Affirmative Action Program for employees and applicants in these populations.

Department heads are responsible for enforcing the EEO policy pertaining to covered veterans and individuals with disabilities in their units. Additionally, supervisors and managers are responsible for ensuring that their employment practices with these populations including recruitment, selection, promotion, training, and separation, comply with the University’s policy.

B. Dissemination of Policy - Internal

At UC San Diego, policies pertaining specifically to covered veterans and individuals with disabilities have been incorporated in the EEO and nondiscrimination policy statement. Campuswide, UC San Diego annually informs all of its employees about the policy via campus notice and electronic mail. Additionally, the Chancellor’s Office annually disseminates an official notice reaffirming UC San Diego’s commitment to be accessible to individuals with disabilities. Copies of both policy statements are included in the appendixes of this plan.

At scheduled training sessions, supervisors are trained on the policies and laws governing the employment of covered veterans and individuals with disabilities. New employees are also informed about policies and procedures regarding these groups at the New Employee Orientation sessions.

Campuswide, UC San Diego employees, including individuals with disabilities, are featured in employee information brochures and University publications. ACCES provides pamphlets and brochures that reaffirm the University’s EEO and nondiscrimination policy for these populations and makes presentations regarding the Americans with Disabilities Act as well as the procedures for hiring and accommodating disabled veterans and other individuals with disabilities. Through SE&D courses and supervisory training sessions, supervisors and staff have been informed about the Americans with Disabilities Act, medical separation policies and procedures, and issues regarding rehabilitation and disability management.

The University’s Access Guidelines to all key administrators and support staff, which was issued in 1995, have been incorporated in the UC San Diego Policy and Procedure Manual. UC San Diego also distributes policy regarding individuals with disabilities and information from ACCES at campus events. To heighten the awareness of issues regarding disabilities, UC San Diego annually sponsors events celebrating the abilities of individuals with physical and medical impairments during the annual Celebration of Abilities Month.

ACCES also offers a variety of classes specifically designed to inform managers and administrators about ADA and their ADA-related responsibilities.

To honor veterans for their contributions to our country, the University of California Regents officially made Veterans’ Day an observed holiday beginning in November 2000. Also, the Veterans Association at UC San Diego was formed in 1999, and continues to provide networking and support opportunities for veterans who are staff, faculty, or students at the University.

The Community Advocates for Disability Rights and Education (CADRE) on campus provides support for individuals with disabilities. Open to everyone, CADRE’s membership consists of individuals with disabilities as well as individuals who are interested in being advocates for disability rights and education. As a staff, faculty, and student association of the University, CADRE receives funds to develop programs that aim to (1) enhance
employment opportunities for individuals with disabilities, and (2) educate the community
about the abilities, rights, and value of individuals with disabilities.

C. Dissemination of Policy - External

Annually, the Chancellor writes recruitment sources in the San Diego community and
throughout California. Through the letter entitled, “Friends of the University,” the
Chancellor reaffirms UC San Diego’s EEO and nondiscrimination policy regarding covered
veterans and individuals with disabilities. Additionally, these recruitment sources are
encouraged to identify and refer qualified applicants, including members from these
populations, to the University’s job openings. This policy statement also appears in various
University publications, including the job bulletin, recruitment advertising, outreach

D. Outreach and Recruitment

UC San Diego undertakes steps to recruit individuals with disabilities and covered
veterans. Services staff and other UC San Diego representatives participate regularly in
outreach activities such as community events and job fairs. UC San Diego continues to
participate in the Marine Corps Recruitment Depot Career and Education Fair, Navy Region
Southwest Fleet Family Support Center Job Fair, Hiring Heroes Career Fair at Camp
Resource Fair (sponsored by the NDIA Navy Gold Coast Small Business Conference) and the
Jobtoberfest: A Job Fair for People with Disabilities. Additionally, to broaden the applicant
pools for UC San Diego’s staff positions, job search workshops are held with various state
and local organizations that serve covered veterans and individuals with disabilities. Some
of these organizations include Abled/Disabled Advocacy, San Diego County Health &
Human Services Agency Wellness & Vocational Enrichment Clinic (WAVE), San Diego
Workforce Partnership, St. Vincent De Paul Career and Education Program, and the
Veterans Networking Group, Employment Development Department. ECOS staff are also
active members of the Business Advisory Committee for Abled/Disabled Advocacy.

The UC San Diego CADRE actively coordinates activities to reach out to the campus at
large. With the involvement of community organizations, vendors, and CADRE, the ACCES
program annually sponsors a series of events and activities, including lectures, movies, and
musical performance during the UC San Diego Celebration of Abilities Month. This
program successfully showcases and heightens the awareness of the abilities and talents of
individuals with disabilities. The monthly Health and Wellness Lecture Series events are
cosponsored by ACCES, CADRE, Vice Chancellor External and Business Affairs, UC San
Diego Health Sciences and the UC San Diego Health System. More information is available
on these programs via the worldwide web at http://blink.ucsd.edu/go/wellnesslectures.

Annually, The Veterans Association holds a Veterans Recognition Ceremony, which
includes a Color Guard ceremony and a keynote speech delivered by a military officer. The
event enables the participants to recognize and honor veterans, network, and receive
information on government and University resources that are available for veterans.
Members of the Association also regularly visit VA Hospital patients to appreciate their
military service. In partnership with the Veterans Association at UC San Diego, a UC San
Diego veteran is nominated and honored at the San Diego County Veteran of the Year
awards event, which is sponsored by the Veteran’s Museum and Memorial Center.

E. Affirmative Action Practices and Procedures

UC San Diego has procedures in place to assure that the University’s personnel programs
are consistent with its affirmative action program for covered veterans and individuals with
disabilities. Affirmative action practices pertaining to these populations are discussed as
follows:

1. Proper Consideration of Qualifications

UC San Diego provides fair and equitable treatment to covered veterans and individuals with disabilities in all employment areas including recruitment, selection, promotion, transfer, salary, merit increase, training, demotion, and separation. UC San Diego also periodically reviews its employment procedures to ensure careful, thorough, and systematic consideration of the job qualifications of known individuals with disabilities and covered veterans applying for the University’s job vacancies. Additionally, UC San Diego makes pre-employment inquiries regarding military records only if they pertain to the position’s specific qualifications.

2. Physical and Mental Qualifications

UC San Diego, on a scheduled basis, periodically reviews all physical and mental job qualification standards to ensure that, to the extent qualification standards tend to screen out qualified individuals with disabilities or qualified disabled veterans, such job qualification standards are job-related to the position in question, and are consistent with business necessity. To accomplish this objective, all staff job requisitions include an assessment of physical and mental requirements in relation to traditional methods to perform essential job function assignments. Supervisors are required to use this procedure to develop and/or review their job descriptions for hiring or reclassification purposes. Additionally, UC San Diego trains its employees by offering a class on job analysis emphasizing the importance of proper assessment of a job’s physical and mental requirements.

3. Medical Examination Information

The University, in accordance with the law, may not require a medical examination of an applicant or employee or make inquires as to whether an applicant or employee is an individual with a disability or disabled veteran, or as to the nature or severity of a disability, except as specified. Medical examinations and inquires are permissible under the following circumstances: (1) the University may make pre-placement inquiries into the ability of an applicant to perform essential job related functions, and/or may ask an applicant to describe or to demonstrate how, with or without reasonable accommodation, the applicant will be able to perform job-related functions, (2) the University may require a medical examination (and/or inquiry) after making an offer of employment to a job applicant and before the applicant begins his or her employment duties and may condition an offer of employment on the results of such examination (and/or inquiry) if all entering employees in the same job category are subjected to such an examination (and/or inquiry) regardless of disability status, (3) the University may require a medical examination (and/or Inquiry) of an employee where the examination/inquiry is job-related and consistent with business necessity and may make inquiries into the ability of an employee to perform essential job-related functions, and (4) where the examination is voluntary.

Information regarding the medical condition or history of an employee or job applicant is collected and maintained on separate forms and in separate medical files. This information is confidential and is filed (separately from an employee’s general personnel record) in the ACCES office on campus and at the UC San Diego Medical Center Disability Management Services.

4. Invitation to Self-identify and Recordkeeping

UC San Diego extends an invitation to self-identify to all applicants who have accepted
an offer of employment. This data is kept confidential. UC San Diego also assures new employees that self-identification is voluntary and no adverse treatment will result if they refuse to self-identify. UC San Diego continues to invite all staff to identify, on a voluntary basis, their status of disabilities and/or their veteran status. Additionally, the survey asks the respondents to indicate in the survey if they would be interested in obtaining information, resources, and services for accommodating their disabilities.

5. Compensation

In offering employment or promotions to covered veterans or individuals with disabilities, UC San Diego does not reduce the amount of compensation because of any disability income, pension, or benefits the person receives from other sources.

6. Reasonable Accommodations

UC San Diego makes reasonable accommodations to the known physical or mental limitations of an otherwise qualified employee or applicant who is an individual with a disability or disabled veteran, to the extent that such accommodations do not impose an undue hardship on the conduct of its business.

UC San Diego provides accommodations to meet special needs of individuals with disabilities and disabled veterans. These include, for example, access to the building, use of restroom facilities, and mobility requirements within the building and parking locations. The Resource Guide for Faculty and Staff integrated students with disabilities into the campus programs and activities. To provide a safer working environment for individuals with disabilities, UC San Diego has in place an Emergency Management Plan including procedures for handling emergencies that apply to these individuals.

Since 1995, the University has expended over $3.5 million on facilities improvements to ensure access for these populations. To ensure compliance with Title II of ADA, UC San Diego Americans with Disabilities Act coordinator continues to coordinate activities regarding access for individuals with a disability to campus parking, walkways, and building facilities.

Working with HR Staffing Specialists and ACCES, managers design job duty changes, modify work sites, and/or provide technical assistance to employees with disabilities who need accommodation(s). If an employee with a known disability is having significant difficulty performing a job, and if it is reasonable to conclude the difficulty is related to the known disability, the employee should be confidentially notified of the performance problem and asked whether it is related to the disability. While the employee’s performance continues to be documented, if the employee’s response is affirmative, reasonable accommodation is confidentially offered through the Interactive Process.

ACCES counselors consult with and help staff and faculty employees and managers with issues regarding reasonable accommodations and job retention and transfer. The ACCES’ counselors also recommend job accommodations that the departments subsequently implement, and conduct job analyses for reasonable accommodations. Some of these accommodations include providing auxiliary aids and equipment, restructuring jobs, modifying work schedules, and furnishing support services.

ACCES regularly provides training to the UC San Diego community regarding EEO/AA regulations and issues, accommodation alternatives, and risk factor reduction techniques.
The UC San Diego Health System Disability Management Services is also available to consult with all staff regarding employment issues and benefit options related to disabling conditions. Counselors may include vocational counseling and assistance with reasonable accommodation alternatives through the interactive process to promote job retention. Support is further provided through disability awareness training with managers and supervisors, as well as education with respect to policy provisions. The Recruitment Team and Disability Management Services work collaboratively to accommodate disabled individuals through skills evaluation and Special Selection/Employment placement.

7. Internal Audit and Reporting System

HR-EO/SAA regularly conducts an internal audit of the University’s EEO/AA activities that are related to veterans and individuals with disabilities. This process not only assesses the effectiveness of the University’s EEO and affirmative action related practices and activities, but it also enables management to identify deficiencies and develop remedies for correcting them.

UC San Diego maintains affirmative action data on its employees, including those who have self-identified their veteran or disability status. The University also keeps hire, training, promotion, transfer, and separation data for these employees and data regarding changes in their titles and/or departments as a result of these activities. In analyzing this data, HR-EO/SAA monitors its employment practices to ensure that they have been conducted in a fair manner for this population. If disparities are identified, UC San Diego will develop action-oriented programs to address and remedy the problem. Also, as part of the auditing process, UC San Diego determines if known veterans and individuals with known disabilities have had the opportunity to participate in all University sponsored educational, training, recreational and social activities.

8. Non Harassment

UC San Diego maintains and implements its nondiscrimination policy in regards to covered veterans and individuals with disabilities. It is the University’s policy not to engage in discrimination against or harassment of any person employed or seeking employment with UC San Diego, based on a variety of factors including status as a covered veteran, or physical or mental disabilities.

F. Plan of Action

The following action plan is designed to improve the employment opportunities of covered veterans and individuals with disabilities at UC San Diego.

1. Recruitment

UC San Diego continues to actively recruit applicants who are covered veterans and individuals with disabilities. The Chancellor will continue to inform recruiting sources in the community of UC San Diego’s EEO policy and encourage them to refer individuals, including individuals from these populations, to apply for UC San Diego’s job vacancies.

The University will continue to increase its outreach activities with community-based organizations that have direct and regular contact with covered veterans and individuals with disabilities. To contact and recruit more applicants from these populations, UC San Diego staff will continue to participate in job fairs, hold community outreach information fairs, and conduct applicant workshops.
In an effort to further diversify the University's applicant pools, UC San Diego Career Connection continues to help staff, including disabled individuals and covered veterans, to enhance their marketability by networking and making connections with UC San Diego personnel with whom they can share experiences and develop professional relationships. Networking service providers include managers, supervisors, and staff who are willing to provide informational interviews, serve as mentors, and offer hands-on volunteer opportunities. Furthermore, the personnel representatives at UC San Diego Healthcare will continue to work closely with the Health System Disability Management Services counselors, who actively refer qualified applicants, including covered veterans and individuals with disabilities, to job openings at the University’s Healthcare facilities.

2. Selection, Promotion and Transfer

UC San Diego evaluates its selection process to ensure that it is free from stereotyping and it does not limit access for qualified applicants/employees who are covered veterans and individuals with disabilities.

3. Education and Training

UC San Diego will continue to train managers and supervisors and reinforce their responsibilities in the following areas pertaining to individuals with disabilities and covered veterans: recruitment, screening, selection, promotion, transfer, training, and termination. All personnel involved in the aforementioned employment activities shall be trained to ensure that the commitments in UC San Diego’s affirmative action program are implemented.

Campus SE&D offers training to staff on employment issues regarding individuals with disabilities through workshops, the videotape library or video broadcasting. It also offers supervisors a class entitled, “Streamlining the Staff Recruitment Process” (formerly “The Successful Selection: Staffing For Success”) which emphasizes the use of acceptable pre-employment inquiries for interviewing job applicants, including individuals from these populations.

UC San Diego provides covered veterans and individuals with disabilities equal access to all training designed to enhance an employee’s ability to promote or transfer. HR divisions, including EO/SAA and ACCES, continue to provide educational opportunities in the areas of disability awareness, accommodation procedures, disability management techniques, facility and program access issues, and medical separation policies and procedures.

Celebration of Abilities activities were expanded this year and showcased the talents of individuals with disabilities and provided additional educational activities including presentations by UC San Diego researchers and clinicians. The UC San Diego School of Medicine, Office of Admissions and Student Affairs, UC San Diego’s Gold Humanism Honor Society, Arnold P. Gold Foundation, Community Advocates for Disability Rights and Education (CADRE), and the Chancellor’s Office co-sponsored the showing of “Rolling,” a documentary film that provides care-givers, policy makers and healthcare professionals insight into life on wheels for 1.6 million Americans. Immediately after this film screening, there was an interactive discussion as led by a panel of facilitators. CADRE also sponsored a presentation by Suzanne Stolz, Ed.D., entitled "Making Critical Sense of Disability: The Roles of Normalcy, Independence, and Hierarchy."

Also showcased for the Celebration of Abilities activities were talents such as Mark Goffeney, and Shawn Pelofsky, who were both featured as popular headlining
entertainment providers at the La Jolla campus. Mark Goffeney is the lead guitarist and vocalist for the “Big Toe” band. Mark is known as “Big Toe” because, being born without arms, he learned to play guitar, in an original true form, self-taught, and with his feet. Shawn Pelofsky is a talented Comedienne Headline who performs at the World Famous Comedy Store and the La Jolla Comedy Store. When she’s not touring or performing for our troops in places like Afghanistan, Bosnia and Guantanamo Bay, Shawn performs weekly on their infamous Main Room stage. Shawn has been taking gay male audiences by storm performing with the nationally touring comedy show “LADY HAHA & FRIENDS” and on Atlantis Cruises worldwide.

Another co-sponsorship by UC San Diego’s ACCES, CADRE, and the Chancellor’s Office was an event entitled: “In Your Shoes: A Social Justice Lens – Dialogue on Activities, ACCESS and the Environment.” The Vice Chancellor Student Affairs with UC San Diego students, faculty and staff members with disabilities and without disabilities shadowed each other during a part of their typical work or school day so that others can learn more about the challenges they experienced and the achievements they accomplished. Then on October 25, 2011 at noon, they were all a part of a panel discussion, about what they and others have learned and experienced.

In partnership with CADRE, ACCES staff expanded disability awareness activities and provided valuable learning opportunities for students, staff, faculty, and community members across campus throughout the year. Information about understanding and managing grief, stress management, healthy eating, genetic testing and the risk of cancer, ophthalmic plastic and reconstructive surgery, occupational health, bipolar conditions and ergonomic risk factors awareness were among the topics presented to the University community in the past year.

To help staff employees with disabilities, SE&D encourages all employees to request accommodations for their special needs when submitting a course enrollment application. Supervisors and managers continue to encourage their employees, including these populations, to participate in training programs to gain competitive job skills. Through training sessions and video teleconferencing, ACCES educates supervisors, staff, and faculty about Americans with Disabilities Act, disability awareness, job description revision, and medical separation policies and procedures.

The Veteran’s Affairs program, through the office of Student Financial Aid, continues to enable veterans to receive financial assistance to enroll in degree programs at the University. UC San Diego’s Extension also assists veterans in receiving financial aid to enroll in their certificate programs.

4. Reasonable Accommodations and Programmatic Activities

UC San Diego will continue to assess and modify its existing infrastructures to improve accessibility for individuals with disabilities and covered veterans. Moreover, in designing and constructing new facilities, UC San Diego will ensure that they are accessible and usable by these populations.

Over the past year, ACCES counselors recommended 198 job accommodations that were implemented by Campus departments during this period of time. These included leaves of absence, providing auxiliary aids and equipment; restructuring jobs; creating modified work schedules; and providing support services. The costs accrued by implementing the accommodations suggested by Program Counselors ranged from $0 to $38,394. The average cost of job accommodations involving leaves of absence and salary continuation benefits and replacement workers during this period was $899.36 per employee accommodation. The average cost for the other types of job accommodations equaled $518.40.
ACCES counselors also reviewed 10 formal requests for medical separation of employees. Following a careful analysis of accommodation options, the employees were subsequently separated for medical reasons.

5. Customer Relations

Information is exchanged by ACCES and a variety of internal and external committees, programs, and groups. These include:

- Business Affairs Diversification Committee
- California Business Leadership Network
- CA Consortium for Stay at Work/Return to Work
- Chancellor’s Diversity Council
- Committee on Inclusion and Disability
- Community Advocates for Disability Rights and Education
- Community Outreach Advisory Committee
- Disability Awareness Month Planning Committee
- Disability Management Employer Coalition
- Employee Relations Human Resource Contacts
- Employee Support Services Team members
- External and Business Affairs Diversity Committee
- Human Resources Professional Development Committee
- Human Resources Safety Committee
- The Braille Institute
- Wellness Committee

Additional efforts for maintaining or improving the positive influence of the services provided by ACCES include:

a) Continuation of efforts to facilitate improved communications among ACCES Professionals and Labor and Employee Relations Specialists, Temporary Employment Services, FSAP, Benefits, Legal Counsel, Staffing Specialists, Workers’ Compensation and Risk Management Professionals, Environment, Health and Safety technologists, UCRP Disability Unit, and the Liberty Mutual, and Sedgwick Risk Services Claims Managers and Adjustors to ensure an integrated approach to case management and claims resolution. Ongoing efforts to facilitate prevention of disabling medical conditions and lost work days continued to be an important objective of these efforts.

b) Active intervention through the provision of resource and consultation services to employees and supervisors designed to achieve suitable accommodation and to avoid the need for the filing of non-industrial disability income benefit or Workers’ Compensation benefits claims.

c) Continued refinement and utilization of a comprehensive case management statistical tracking database.

d) Continued participation in efforts to prevent and manage continuous trauma injuries.

e) Contribution to efforts to develop cost containment and managed care strategies to permit efficient and compassionate management responses to injury, illness, and disability.

f) Serving as an advisor to Community Advocates for Disability Rights and Education (CADRE).

g) Coordination of parking and building access modifications as Title II ADA coordinator.

h) Continue to collaborate with Parking and Transportation in provision of ADA Transport Services to insure campus access for faculty, staff and visitors.
6. Recent Initiatives

The professionals of the ACCES have been active on many committees (see section 5 above) and have developed, sponsored, coordinated, promoted, or assisted in the implementation of several new programs. Program refinement and developmental activities have included:

- Supported access to Affirmative Action Programs for individuals with disabilities; Promoted changes to enable broader access to electronic information;
- Worked with the FSAP to develop and implement a Spanish interpretation service;
- Continued to develop a comprehensive procedure manual which can be readily updated;
- Contributed to the podcasting and archiving of Health and Wellness events;
- Collaborated with the staffing specialists to continue to streamline procedures for special selection and special reemployment;
- Participated in an employer coalition to achieve informed dialogue about effective disability management programs;
- Provided ADA consultation to Compensation in the revision of campus job descriptions; and
- Collaborated internally to update the departmental information available on BLINK and streamlined the information into one easy to navigate website.

7. Accomplishments

The following represents a narrative and statistical summary of the accomplishments of ACCES Services during the period from 11/1/10-10/31/11.

**Staffing.** The Program’s professional staffing has been at the 3.1 FTE level with one full-time and one part-time Certified Rehabilitation counselors and one full-time certified professional in Disability Management and one part-time program manager. In addition, the 1.0 FTE Disability Benefits specialist has been part of the ACCES staff.

**Program Services.** A total of 254 academic and staff employees were assisted with issues related to job retention or were assisted in the rehabilitation planning process.

**Resource Consultations.** An additional 54 academic and staff employees were assisted through individual resource consultations and recommendations to their supervisors. These were in connection with issues such as reasonable accommodation alternatives, awareness of pertinent legislation and policy matters, and various types of job retention or transfer efforts. ACCES was also involved in the coordination of a variety of activities to ensure compliance with Title II of the Americans with Disability Act regarding access to walkways, parking, and research and recreation facilities, to buildings and restrooms, to academic accommodation procedures and regarding service animal issues.

**Training Efforts.** The Program professionals provided learning opportunities for 409 faculty and staff members regarding the following:

- Accommodation Counseling and Consulting Services (ACCES)
- ACCES Updates, the Special Selection process and ADA Amendments
- Supervisory Training Laboratory
- Career Connection sponsored Career Planning and Career Development Class
- Building Productivity through Respect and Dignity
- Health and Wellness: Mind Works: A Brain based Program for Organizing Your Life
- Health and Wellness: Did you Choose Your Parents Wisely?
Health and Wellness – Ergonomic Risk Factors
Health and Wellness – Mind, Brain and the Path of Peace
Health and Wellness – The Neurobiology of Wisdom
Health and Wellness – Allow Joy Back into Your Life
Health and Wellness – Discover an Untapped Resource: Working with Deaf and Hard of Hearing People

Additionally,

- The Celebration of Abilities showcased the talents of people with disabilities and provided additional educational activities including presentations by UC San Diego researchers and clinicians;
- Emergency and Disaster Preparedness efforts were expanded with the purchase of a wheelchair evacuation chair;
- The Program professionals highlighted methods to prevent medical impairments. In partnership with CADRE, FSAP, HR-EO/SAA, the Cross-Cultural Center, the Women’s Center, and Office for Students with Disabilities, the program professionals expanded disability awareness activities and provided learning opportunities for students, staff, faculty, and community members.

8. Future Goals

- In order to continue to provide relevant training, solicit information and revise classes to meet the current needs of campus managers and employees;
- Through interaction with treatment professionals, supervisors, and employees soon after a notice of impairment, the ACCES professionals will intervene to facilitate a rapid return to suitable work focusing on what departments can do to make employees on leaves still feel part of the team (i.e. cards);
- Contribute to the implementation of the recommendations of the Chancellor’s Disability Management Work Group.

All goals will contribute to the development of a comprehensive disability management system and the establishment or maintenance of systematic interactive protocols to foster trust and efficient problem avoidance or solution.

Specific initiatives for the future include:

- Identify options that will result in adequate and stable program funding;
- Partner with others to increase web accessibility;
- Enhance a systematic exchange of information between employees and supervisors to permit development of accommodation alternatives in accordance with the University’s EEO and affirmative action responsibilities;
- Coordinate an ongoing effort to enable supervisors and employees to understand the changes associated with the requirements of the ADA and the California Fair Employment and Housing Act, as case law is determined;
- Continue to utilize the statistical tracking database to evaluate the effectiveness of the disability management system components;
- Review and refine data management and collection practices;
- Review the current online HR1 report tool and make adjustments for effectiveness;
- Calculate and analyze ACCES’s departmental costs;
- Extend invitations to the local community to the Celebration of Abilities events;
- Use “This Week@UCSD” and other marketing venues to promote ACCES programs;
- Develop a departmental newsletter and highlight community resources for both
students and employees;
- Investigate opportunities to create online educational courses;
- Continue to update ACCES program information on UC San Diego’s Blink website and augment pages with video and audio.