



Disability Support Services Quarterly Newsletter

Please visit our website: www.ctcd.edu/disability-support

Volume 2, Issue 4 (November 2020)

Contact Information

DSS Office Location, Phone &

Fax Numbers:

Building 111, Room 111

Phone: (254) 526-1195

Toll free: 1-800-792-3348

Extension 1195

Fax: (254) 526-1700

DSS Office Hours:

Mon.-Thurs. 7:30 a.m. - 5:30 p.m.

Friday 7:30 a.m. - 5:30 p.m.

DSS Team:

Dr. Christy Shank
DSS Director

Wilma Brown-Smith
DSS Coordinator

Ron Porter DSS
Coordinator

Campus Virtual Events

Dec. 10th: Virtual Graduation
Ceremony

Jan. 19th - Jan. 22nd: Virtual
Welcome Week

For this edition of the DSS Quarterly Newsletter, DSS provides information on the CARES Act, requesting accommodations, our new SLI policies, National Distance Learning Week, and tips for online learning!

Our DSS staff is available to service our students, faculty, and staff during business hours. To schedule a virtual appointment or for assistance with accommodations, please contact one of the following DSS Coordinators:

*Wilma Brown-Smith: wbrown@ctcd.edu or 254-526-1863

*Ron Porter: ron.porter@ctcd.edu or 254-526-1822

Any questions, comments, and suggestions can be sent to:

DSS@ctcd.edu

DSS Mission Statement

DSS is committed to assisting the college so that individuals with disabilities are assured an equal opportunity to participate in, contribute to, and benefit from all college programs, services, and activities. DSS supports individuals with disabilities by coordinating reasonable accommodations and services. We are committed to providing equal access to higher education for academically qualified individuals with disabilities.

Quote of the Quarter

"Education is the most powerful weapon you can use to change the world."

- BB King

COVID-19 and CTC's Campus Resources for Students

* COVID-19 updates and resources can be found at <https://www.ctcd.edu/covid-19-return-to-campus/>

CARES ACT

If you are a CTC student who incurred expenses related to the disruption of CTC operations due to the COVID-19 pandemic, you may qualify for an emergency financial aid grant under the Coronavirus Aid, Relief and Economic Security (CARES) Act.

For information on eligibility requirements and the process to apply for this grant, please visit <https://www.ctcd.edu/covid-19-return-to-campus/covid-19-emergency-funding-cares-act/>

ACCOMMODATIONS

DSS would like to remind students that academic accommodations can be requested at any time during the semester (accommodations are not retroactive). For more information on how to request accommodations, required medical documentation, and DSS Student Intake eForms, visit the DSS website at www.ctcd.edu/disability-support

DSS UPDATES: NEW SIGN LANGUAGE INTERPRETING (SLI) POLICIES

The DSS office has implemented new SLI policies. Students are now required to submit their request to DSS for the SLI at least 72 business hours (excluding weekends, holidays, and summer hours) in advance to the desired meeting date/time. Students are also required to provide at least 72 business hours' notice to DSS if they have to cancel/reschedule the scheduled SLI. For more information on SLI services, see the DSS Student Handbook found on the DSS website.

NATIONAL DISTANCE LEARNING WEEK

Distance Education and Education Technology (DEET) will observe National Distance Learning Week, November 9-13. Activities will be virtual. Activities and resources will be available at <https://online.ctcd.edu>

TIPS FOR ONLINE LEARNING

- * Set goals and a schedule at the beginning of the semester
- * Create a positive/productive study space
- * Eliminate distractions
- * Stay organized
- * Keep track of due dates
- * Practice time management
- * Develop a routine and actively participate
- * Use the resources provided by the instructor and use campus resources
- * Check your student email regularly
- * Stay in contact with your instructors