



Oregon Department of Education | Office of Learning  
Community Colleges and Workforce Development

Civil Rights On-site Review  
Summary of Standards for Compliance

The Office of Learning actively supports the mission of the Office for Civil Rights: *“To ensure equal access to a high quality education for all students through the vigorous enforcement of civil rights”*. As a means to prevent discrimination and ensure equal access for each Oregon student, the Office of Learning is charged with the responsibility to review career & technical education programs for compliance with federal nondiscrimination regulations.

**Federal Compliance Requirements**

U.S. Department of Education regulations implementing:

- Title VI of the Civil Rights Act of 1964 (Title VI), 34 CFR Part 100
- Title IX of the Education Amendments of 1972 (Title IX), 34 CFR Part 106
- Section 504 of the Rehabilitation Act of 1973 (Section 504), 34 CFR Part 104
- Vocational Education Programs Guidelines for Eliminating Discrimination and Denial of Services on the Basis of Race, Color, and National Origin, Sex and Handicap (Guidelines), 34 CFR Part 100 Appendix B

U.S. Department of Justice regulations implementing:

- Title II of the Americans with Disabilities Act of 1990 (Title II), 28 CFR Part 35

**Administrative**

- Civil Rights Assurance
- Annual Public Notification
- Continuous Nondiscrimination Notice.
- Title II, Title IX and Section 504 Coordinators
- Notice of Contact for Special Needs
- Grievance Procedure.
- Harassment, Intimidation or Bullying & Prohibiting Cyberbullying **Secondary only**
- Distribution of Perkins Funds

**Admissions**

- Student Eligibility
- Admission Issues
- Pre-Admission Inquiries
- Unlimited Occupational Opportunities for Disabled Persons
- Limited English Skills
- Impaired Sensory, Vocal or Speaking Skills—**Post-Secondary only**
- Preadmission Inquiries re: Disabilities to Increase Participation—**Post-Secondary only**

# Civil Rights On-site Review

## Summary of Standards for Compliance

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### Recruitment

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- Non-exclusive Recruitment
- Recruitment Materials
- Recruiting Teams
- A Community with Persons of Limited English Proficiency
- Promotional Efforts and Materials

### Site Location

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- Site Selection
- Site Modifications
- Residency

### Services for Students with Disabilities

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#### Secondary:

- No Exclusion Based on Disability
- Free Appropriate Public Education (FAPE)
- Regular Education Environment
- Satisfaction of FAPE Requirements

#### Post-Secondary:

- No Exclusion Based on Disability
- Academic Adjustments
- Adjusted Academic Requirements
- Course Tests & Evaluations
- Housing in Community Colleges
- Comparable Housing
- Off Campus Housing Does Not Discriminate

### Program Accessibility

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- 504/ADA Accessibility Issues
- Facilities---date of construction/alteration:
  - Existing facility under 504—Built or altered beginning **June 3, 1977, or earlier**
  - New construction under 504—Built or altered **between June 4, 1977, and January 17, 1991, inclusive using ANSI** (*American National Standards Specifications for Making Buildings & Facilities Accessible to, and Usable by, the Physically Disabled*)
  - New construction under 504—Built or altered **between January 18, 1991, and January 26, 1992, inclusive using UFAS** (*Uniform Federal Accessibility Standards*)
  - New construction under ADA Title II – Built **after January 26, 1992 and before September 15, 2010; exercising the option to follow 1991 ADA Standards**
  - New construction under ADA Title II – Built **on or after September 15, 2010, and before March 15, 2012; exercising the option to follow the 2010 ADA Standards for Accessible Design.**
  - New construction under ADA Title II – Built **on or after March 15, 2012; follow 2010 ADA Standards for Accessible Design.**

### Comparable Facilities

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- Separate Facilities
- Changing Rooms/Showers Comparable

### Career Related Learning Experiences — Secondary Only

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- Opportunities Available to All
- Assurance of Employer Nondiscrimination

### Work Study, Co-op Education & Job Placement — Post-Secondary Only

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- Opportunities Available to All
- Assurance of Employer Nondiscrimination

## Civil Rights On-site Review Summary of Standards for Compliance

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### **Apprenticeship Training — Post-Secondary Only**

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- Agreement with Non-discriminating Labor Union or Apprenticeship Sponsor
- Written Agreement with the Labor Union or Apprenticeship Sponsor

### **Guidance and Counseling**

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- Counseling Materials and Activities Do Not Discriminate
- Career & Technical Education Programs Open to All Students
- Nonrestrictive Career Objectives for Students with Disabilities
- Counseling of Students with Limited English Proficiency or Hearing Impairments
- Disproportional Enrollment

### **Financial Aid — Post-Secondary Only**

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- Financial Assistance Available to All Students
- Sex-Restricted Awards
- Financial Aid Information Written Equitably
- Aid Information in Other Languages

### **Employment**

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- Pre-employment and Employment Practices
- Notice to Faculty of Nondiscrimination
- Faculty Salaries Do Not Discriminate
- Equal Employment Opportunities for Applicants with Disabilities

### **For information regarding Perkins Career & Technical Education civil rights reviews, contact:**

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The CTE civil rights on-site review process outline and tools can be accessed from the  
ODE web site: <http://www.ode.state.or.us/>

-- click on ODE SEARCH and type **CTE Civil Rights** in the box