



|               |                                 |
|---------------|---------------------------------|
| Book          | SJECCD Board Policy Manual      |
| Section       | Chapter 3 - General Institution |
| Title         | Reasonable Accommodation        |
| Number        | BP 3450                         |
| Status        | Active                          |
| Adopted       | July 13, 2010                   |
| Last Revised  | May 24, 2016                    |
| Last Reviewed | July 11, 2017                   |

## **BP 3450 REASONABLE ACCOMMODATION**

### **References:**

No specific references

The District is committed to providing equal employment opportunities to all employees and job applicants, including those individuals with physical and mental disabilities. (See Board Policy/Administrative Procedure 3410: Nondiscrimination) A disabled employee or job applicant who is otherwise qualified for District employment may request reasonable accommodation(s) to allow him/her to perform the essential functions of the existing or desired job. Upon receipt of such a request, the District shall provide reasonable accommodation to known physical or mental limitations of a qualified disabled individual unless such accommodation(s) would impose an undue hardship on the District.

The District will provide a reasonable amount of break time to an employee desiring to express breast milk for her infant child, so long as there is no serious disruption to District operations.

The District Chancellor shall develop procedures for processing requests for reasonable accommodation.

Also see BP/AP 3420 titled Equal Employment Opportunity, BP/AP 7100 titled Commitment to Diversity, BP/AP 5140 titled Disabled Student Programs and Services, and AP 6365 titled Accessibility of Information Technology.

Last Modified by Lisa Owen on July 12, 2017