



GAVILAN COLLEGE



“Ability Reimagined”



Accessible Education Center

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Mission Statement

The Accessible Education Center (AEC) provides students with disabilities quality and excellence in programs, services and support which enhance the quality of community life, and the development of individual potential for a global environment. The AEC strives to equalize student educational opportunities and to support as well as educate the faculty, staff, and community.

Overview

Gavilan College provides a variety of services and educational assistance courses through the AEC department for students with disabilities as they move toward their educational or vocational goals. Students with a verified disability that meet Gavilan College admission requirements are eligible.

Accessibility/Parking

Gavilan College is an accessible campus. Ramps provide access to upper and lower levels. Mobility assistance can be provided for students with physical limitations. Designated parking is provided for vehicles displaying a disability placard/parking permit.

Costs/Fees

Fees for registration and parking are applicable. Please contact the AEC Counselor for financial aid information.



The following services are available for students enrolled in the Accessible Education Center:

- Academic, Career, and Personal Counseling
- Academic Support Referrals and Coordination
- Adaptive Equipment Loans (Assistive Listening Devices (ALD), Digital Recorders, Portable CC-TVs, Smartpens)
- Adaptive Furniture (Tables & Chairs)
- Alternate Media (Braille, Captioning, Daisy, Electronic Text, Large Print, Tactile Graphics)
- Assistive Computer Technology & Training (High Tech Center)
- Computer Access Evaluation
- Educational Assistance Classes in Math, Reading, Writing and Computer Skills
- Learning Skills Evaluation
- Liaison with Local, State, and Federal Agencies
- Mobility Assistance
- Note-Taking Assistance
- On-Campus Transportation
- Readers (special arrangements needed)
- Real Time or Remote Captioning
- Referral Services
- Registration Assistance/Priority Registration
- Sign Language Interpreters
- Specialized Adapted Physical Education Equipment
- Specialized Instruction
- Test Proctoring
- Vocational Aptitude Testing
- WorkAbility III Job Training and Placement

Gavilan College's Accessible Education Center (AEC), in partnership with HOPE Services provides vocational training and supervised work experience for students 18 years of age or older. The HOPE/Gavilan program is strongly committed to providing services that promote growth toward greater independence as well as to assist persons with disabilities to live and work in their own community enjoying the same options and choices as persons without disabilities.

The HOPE/Gavilan program provides assessments, job training, job readiness classes, and supported employment services for people with intellectual disabilities. HOPE/Gavilan services provide the opportunity for individuals to earn money while increasing work productivity and interpersonal skills.

Gavilan's instructional faculty and staff provide individual and group training and classes in the following vocational areas:

- Community Awareness Mobility
- Computer Assisted Instruction
- Employment Preparation
- Independent Living Skills
- Leadership Training
- Self-Advocacy
- Training for Specific Work Skills
- Vocational Assessment/Evaluation
- Work Skills/Behaviors

Contract work from various companies in an integrated environment provides paid work experience for students both on-site and in individual group supported employment settings with job coaching support.



Adapted Physical Education

Adapted Physical Education is a comprehensive program designed for students with physical disabilities. Classes offered enable students to improve flexibility and range of motion, increase joint movement, improve circulation, and improve control of body movement. Special attention is given to activity courses that meet the interest and individual functional capacities of students who may not safely or successfully engage in the activities of the regular physical education courses.

Classes are provided by qualified instructors through a number of water and gym activities.

Instruction is available in:

Adapted Aquatic Exercise
Adapted Swimming for Total Fitness
Adapted Physical Education
Adapted Cardiovascular Conditioning and Training

An outdoor pool is used for aerobic and swim classes throughout the day. Our pool is maintained year-round and kept at a comfortable 85-87 degrees.

Gavilan College has a state-of-the-art Fitness Center and Mini Gym. We offer a mini gym that is a great facility for wheelchair basketball and related wheelchair exercises. The floor material is firm, yet soft, ideal for floor exercises. The gym includes an adjustable basketball rim, and floor markings for badminton and basketball. The Fitness Center is a facility containing the very finest in exercise equipment.

Cardiovascular equipment available for student use:

- Four SCIFIT Machines; wheelchair accessible
- Three Flexicisers (primarily used by wheelchair students)
- Two SCIFIT ISO Bikes
- Two Trackmaster Treadmills & One SCIFIT Treadmill with "Reverse Mode"

Strength, balance and stretching equipment available for student use:

- Apex 7000 - Challenge circuit machine specifically designed for wheelchair students but useful for other individuals with disabilities
- Daily Group warm-up stretching sessions
- Easy Stand 8000 & Easy Stand Evolve - Standing frame for upper and lower extremity use
- Magnum Fitness Systems - Fifteen individual machines each designed for specific muscular groups
- Parallel Bars - 24 Feet Long
- Stability Ball Chair
- Stairs - Improve strength and balance
- Stretching Table
- Two Sit-To-Stand (STS) - Lower body muscle strengthening and endurance range of motion upper body strength
- Uppertone Machines & Rickshaw - specifically designed for wheelchair students but useful for other individuals with disabilities
- 2 Whole Body Vibration Units



The Learning Skills Program

The Learning Skills Program is designed to serve students with learning disabilities. These challenges can effect classroom performance, making it difficult for students to succeed without classroom accommodations and specific compensatory techniques, specialized instruction, or other support services.

The program has three components. The **Evaluation** component includes:

Guidance 557 - Learning Skills Evaluation

The **Instructional** component includes:

Guidance 558 - Learning Skills Laboratory (Levels A, B & C)

Guidance 560 - Individualized Learning Skills Development

Guidance 562 - Directed Study Lab in Pre-Algebra

Guidance 563 - Directed Study Lab in Algebra I

Guidance 565 - Directed Study Lab in Algebra II

The **Services** component allows students with verified learning disabilities to request special services and accommodations, including priority registration, note-taking services, and extended time on exams.

Referral - Students may be referred by instructors, counselors, community agencies or a student may self-refer. Once enrolled, the student is scheduled for an initial interview, where the student and the Learning Disability (LD) Specialist can discuss any problems the student is experiencing in learning, and decide whether further evaluation is appropriate.

Evaluation of Learning Disabilities - After the initial interview, an individual evaluation is conducted by appointment. The evaluation includes an achievement component in basic skills, such as reading, spelling, math, and written language, and a cognitive component, which measures auditory and visual memory and perception, and verbal and non-verbal reasoning abilities. Upon completion of the evaluation, recommendations, and suggested learning strategies are discussed with the student. If the evaluation indicates a learning disability is present, the LD Specialist will determine the appropriate accommodations needed to assist the student in achieving academic success. The LD Specialist may also make recommendations for student placement in the Learning Skills Lab, and/or in other college programs, courses, or services.

Instruction

The program offers four types of instruction:

- Educational assistance courses
- One-to-one instruction
- Small groups
- Supervised independent lab work

The instruction is based on the Academic Accommodations Plan (AAP) and may include: reading comprehension, spelling, writing, grammar, mathematical computation, application, learning strategies, online research, and word processing.



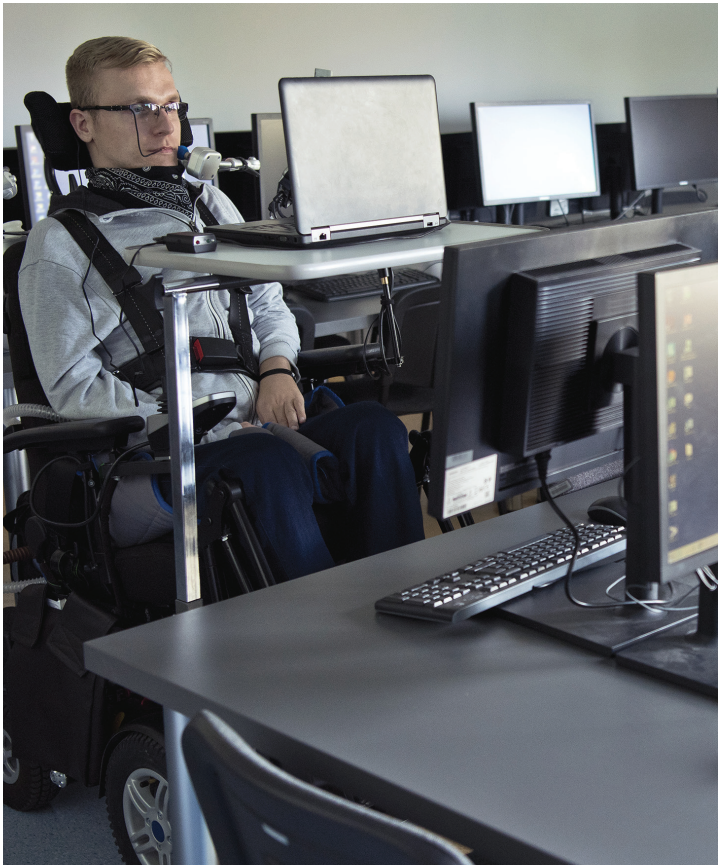
High Tech Center

Gavilan College's High Tech Center was established in 1997 to provide students with verified disabilities access to computers and computer training through *state-of-the-art* assistive computer technology. The key to computer access is *assistive computer technology*, hardware and software designed to provide effective, independent interaction between an individual with a disability and the computer.

This technology uses specialized hardware and software modifications to enhance student productivity. The technology, for example, permits students to "read" or "magnify" the screen and "type" with their voice. Additional software programs are available for students to improve both their writing and reading comprehension, as well as, their memory and study skills.

The High Tech Center provides specialized courses, assistive software, adaptive equipment and trained staff to empower students with disabilities to meet their educational goals. The skills and knowledge a student gains in the High Tech Center can be taken to other campuses, universities and ultimately, to the work place.

With the latest in technological equipment and software, any student that has a desire can learn something new or fine tune what they already know.



Who Can Benefit?

Everyone can benefit from learning technology!

More specifically:

- Students who are blind can use a screen reading program that reads the screen aloud via speech synthesizer.
- Students with low vision can enlarge text and graphics on the monitor and use screen reading capabilities.
- Students with reading difficulties can learn to use a program that scans text and reads it aloud or highlights the text as it reads.
- Students with writing difficulties can use word prediction and grammar checking programs to improve their writing skills.
- Students with physical disabilities can learn to use a speech recognition program enabling the computer to recognize their speech.
- Students with physical disabilities can utilize adaptive equipment to access the computer.

Computer Access Evaluation (CSIS 570A/B): This course is designed to provide the student with an in-depth computer access evaluation in order to determine an appropriate access environment. There are 2 levels, so a student can choose to receive more training on the technologies if necessary.

Assistive Computer Instruction Lab (CSIS 571 A/B/C): This course is designed to improve basic academic skills and/or cognitive processes through the use of appropriate software or to learn adaptive devices to make computers accessible. There are 3 levels: introductory, intermediate and advanced, so a student can receive the individualized assistance they need while they utilize the software or complete their mainstream coursework.

ACT for Reading and Writing Assistance (CSIS 575): This course provides instruction in effective use of assistive computer technology for reading and writing assistance. Students with disabilities will learn how to use text-to-speech and word prediction programs for improved reading, writing and study skills.

Adaptive Computer Basics (CSIS 572): This self-paced course includes an introduction to the basic concept of how computers work, using the computer keyboard, word-processing, beginning Internet and presentation graphics.



Counseling

Counselors are available through the Accessible Education Center to assist students in planning their educational goals and determining appropriate accommodations. Our counselors specialize in providing support to students with their academic course work. They help students facilitate and develop tools to manage their personal, academic, and vocational goals.

Services include:

- Accommodations for equal access
- Advocacy with faculty for accommodating specific learning needs
- Assistance with obtaining an academic degree
- Career/educational planning
- Educational Assistance Courses
- Four-year transfer degree assistance
- Liaison with local, state and federal agencies
- Referral to community resources
- Registration assistance
- Short-term personal counseling

Campus Tours

Informational sessions provided to local high schools on how to qualify for the programs and services available to AEC students. Transition planning presentations are also provided at local high school sites regarding the AEC programs and services.

CareerPrep

CareerPrep is a vocational preparation program at Gavilan College. The program prepares students with Intellectual Disabilities (ID) for the world of work as well as with vocational and community training and independent living skills necessary to become successful, contributing community members. Practical job preparation and independent living skills are emphasized in a series of courses designed for individualized progress.

Who is Eligible?

This program is offered to the high school special education class graduate or equivalent who has an intellectual disability and requests additional education and pre-vocational skills development necessary for job placement (or for entry level employment).

Who is a Student with Intellectual Disabilities?

A student who exhibits below average intellectual functioning and a potential for measurable achievement in instructional or employment settings.

To receive an Award of Achievement, students must pass a series of required courses, included, but not limited to:

- Computer Education
- Community Integration
- Current Events
- Health Education & Adapted Physical Education
- Interpersonal Skills Development
- Job Readiness
- Self Advocacy



WorkAbility III

Mission: To match students to jobs through educational planning and placement.

WorkAbility III (WAIll) is a cooperative partnership between Gavilan College and the Department of Rehabilitation (DOR). The purpose of the WAIll program at Gavilan College is to serve students who have an Individual Plan for Employment. The specialized services offered by WAIll are designed as pre-plan and in-plan services; they are not offered elsewhere on campus. DOR Counselors will make referrals to the WAIll program. The program provides job readiness training and job placement for individuals who receive services from the DOR. We strive to provide opportunities for students to reach and obtain their highest occupational goals.

Eligibility Requirements:

- 18 years old or who otherwise qualifies by specific contractual arrangements.
- Department of Rehabilitation Consumer

WorkAbility III strives to bridge gaps by working with DOR, DOR consumers, Accessible Education Center students, private and public employers and other nonprofit service providers. DOR offices have opportunities to utilize WAIll services for their consumers. WorkAbility III develops vocational plans to address the individual's skills, abilities and interests while meeting the needs of local employers.

Employer Benefits:

- Access to screened and qualified applicants
- Employer tax credits
- Follow-up support services
- On-the-job support to assist with training needs

Services to be provided include:

Vocational Assessment

Upon receipt of written referral and medical documentation from DOR, WAIll will provide students with vocational assessment/career exploration services. Vocational assessments will assist students in understanding their own strengths and weaknesses in order to make an informed choice about meaningful career goals.

Employment Preparation Services

Individualized employment preparation is provided to each student. Guidance 530, Job Readiness is offered to all students. Goals and objectives for the course include exploration of skills and abilities, interests, labor market projections, and disability issues, as they relate to career goal(s) for themselves and the steps they need to take in order to accomplish their goals. Students will have the opportunity to meet with the course instructor and DOR Counselor and be able to identify potential occupational choices that can be used for individualized employment plan development.

Job Placement Services

The Job Developer will individualize the job search process and identify appropriate employment opportunities based on the student's strengths and needs. These services may include assistance in preparing cover letters, tailored resumes and interview strategies. Opportunities for internships, part-time work or volunteer positions to increase work experience are also available.

Post-Placement / Follow-Up Services

WAIll Employment Specialist provides job coaching services and assists students to perform the job tasks independently. The WAIll Employment Specialist may also provide job retention services for the students who are employed. The WAIll Employment Specialist will provide supervision and follow-up services for on-site training for the student.



Non-Discrimination

Gavilan College does not discriminate on the basis of race, sex, color, religion, national origin, age, disability or veteran status in the provision of educational programs and services or the employment process, pursuant to Federal and State statutes and regulations pertaining to unlawful discrimination.

Disability Services

Students requiring special services or arrangements because of hearing, visual or other disability should contact their instructor, counselor or the Accessible Education Center.

Vocational English Skills

Limited English language skills will not be a barrier to admission and participation in vocational education programs.

No Discriminación

Gavilan College no discrimina por motivos de raza, sexo, color, religión, origen nacional, edad, discapacidad o estado veterano en la provisión de servicios y programas educativos o en el proceso de empleo, de acuerdo con los estatutos federales y estatales y las reglas relacionadas con la discriminación ilegal.

Servicios de discapacidad

Los estudiantes que requieren servicios o arreglos especiales debido a una discapacidad auditiva, visual o de otro tipo deben comunicarse con su instructor, consejero o con el Centro de Educación Accesible.

Habilidades de inglés vocacional

Las habilidades del idioma inglés no serán un obstáculo para la admisión en programas de educación vocacional.

