

GAVILAN COLLEGE (AEC) ACCESSIBLE EDUCATION CENTER

Formerly known as the Disability Resource
Center

Purpose of our Program at Gavilan

- The Disability Resource Center (DRC) at Gavilan College provides programs, services and support to help students with disabilities succeed in school. We strive to equalize student educational opportunities and improve access so that every student can participate fully in all aspects of college programs and activities.



Services Provided include but are not limited to:

- Assistive Computer Technology & Training
- Adaptive Equipment Loans
- Adaptive Furniture Requests
- Alternate Media Production
- DRC Counseling Services
- Media Captioning
- Note-Taking Support Options
- On-Campus Transportation
- Registration Assistance/Priority
- Sign Language Interpreting or Real-Time Captioning
- Test Proctoring Accommodations

A Multi-Program Approach to Services

- **Learning Skills Program**
- Provides updated testing for students which help to develop individualized plans for success in and out of the classroom.
- Supports relating to classes and basic skills including tutoring, small group learning, support classes and develop individualized plans for educational success.

Continued.....

- **High Tech Center**

Assistive Technology Evaluation relating to disability and accommodations.

Computer Assisted instruction to support educational goals.

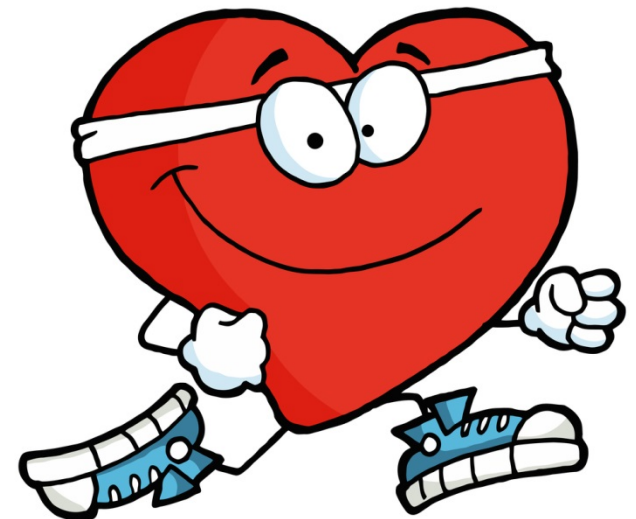
Adaptive Computer Basics relating to how computer works at a self paced level.

- **Career Prep**

a comprehensive, rigorous program designed to prepare students who are Developmentally Delayed Learners (or students who have intellectual disabilities) 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. Courses are staffed by professional, credentialed special education instructors assisted by skilled instructional assistants.

Continued.....

- **Adapted Physical Education**
- specifically designed for students with physical and psychological disabilities in order to improve flexibility, increase range of motion, improve circulation and improve physical fitness. Classes include a number of water and gym activities.



AEC Website

- <http://www.gavilan.edu/student/drc/index.php>

GAVILAN COLLEGE WAIII PROGRAM

Program Highlights and Features

Purpose

- The purpose of the WAII program is to serve DOR consumers who are eligible for services in the San Jose District. The Specialized Services are designed as pre-plan and in plan services that are not offered elsewhere on campus. Our mission is to work closely with the DOR counselors to provide employment services that lead to successful case outcomes based on individual cases and what is outlined in their DOR Individualized Plan for Employment (IPE).



Eligibility

- Any person with a disability could be eligible for DOR and WAIII services.
- They must want to go to work at some point now or in the future.
- They must be eligible to work in the United States.
- If they have a physical disability, they must have a doctor's clearance prior to participating.
- They should have documentation related to their disability such as doctor's report, educational assessment, Social Security Eligibility docs etc.
- Their disability has to be considered permanent or long term to be considered for eligibility.

Referral Process

- The current referral process is a two way system in which DRC staff identify potential candidates through regular interfacing as well as direct referrals from the DOR counselors from the district.
- If a possible referral is identified through DRC staff, the student is set up with an appointment to meet with WAIII staff for screening and additional information about the DOR/WAIII program. If still interested, the student is set up with an appointment for an intake with DOR staff.

Possible Benefits for our Students

- Tuition, books and supplies may be paid if student has an employment goal in which training is warranted.
- Case management – added layer of support for students struggling with transition, advocacy, personal/social issues and other significant barriers.
- Employment Services – Assessment, Guidance 530, Pre-employment Development, Employment search, Career exploration, Employment Retention Services, Job Coaching (coming soon) etc.
- Support services and connection even after graduation.

Full time Staff

- Stephen Gaitan – Program Supervisor/ Counselor – Intakes, Contract Organization, Outreach, Assessment, Career Exploration, Instructor Guidance 530...
- Maria Rodriguez – WAII Employment Specialist – Employer Relations, Placement Assistance, Job Club Organization, Employment Preparation and other individualized services related to employment placement.



Other Staff

- Brooke Boeding – WAIII Program Coordinator and Dean – Oversees the entire contract and all staff involved.
- Lucy Fuentes – Program Secretary – Handles Billing and invoicing for program services.
- Jane Maringer-Cantu – Program Assistive Technology Specialist – Technology and accommodation assessments for WAIII consumers.
- Dewitt Stuckey/Martha Johanson- Academic Counseling related to IPE goals. Ed Plans, Degree Audits and Intervention Services.
- Lori Burgman/Rob Overson – LD Testing for eligibility purposes.
- Rosalinda Barbosa – Office assistant and first contact in the DRC office. She assists consumers in all facets and is a catch all of information about services.
- Cheryl Brown and Tamara Merrill-Career Prep Instructors and Liasons to Hope Services in the South County including Hollister, CA.

Service Categories

- Vocational Assessment/ Career Exploration Services
 - These have been designed to assist the Consumer and referring DOR counselor in deciding eligibility ,identifying strengths, resources, abilities and interests and determining services. The Program Supervisor will staff the referral with the DOR counselor to determine appropriate action in the case.
- Upon completion of these services, a thorough report will be issued to the DOR counselor with a summary of findings and recommendations for the case. This report Template has been approved by DOR contract staff.

Service Categories

- Employment Services – All services are in direct correlation to the consumers IPE related goals. These services are tailored to the specific needs of the individual through intakes and staffing's. The services include vocational guidance and instruction to individuals regarding job search skills/activities and appropriate work related behaviors designed to improve the consumer's overall employability.
- These services be done through a one-on-one setting or in classroom training.



Service Categories

- Job Development and Placement – The WAIII Job Developer will contact employers and create networks to develop individualized job leads and bring community awareness to the benefits of working with our consumers. We also create working resume's, cover letters, master applications and other essential pre-employment documents needed to have a consumers ready for future opportunities.



Retention Services

- Employment Retention Services – Continued communication with consumer and potential employers following placement. We will intervene if needed to allow consumer to acclimate to new employment experience. Employment information is shared immediately with DOR counselor through Job Cards which include information needed for the AWARE System.



Activities on the Horizon

- Stronger Communication between Gavilan College, Community Partners and Local Employers.
- Hosting multiple on campus events designed to bring light to areas of need within the disability employment field.
- Providing outreach and creating exposure for our program to allow for partnerships and possible referral sources.
- Collaboration with outside agencies for events designed to educate local area on disability awareness.