

# Texas Woman's University

## Library Policy Manual

**Policy Name:** Accessibility at TWU Libraries

**Last Library Review:** August 2020

**Next Library Review:** August 2021

**Purpose:** To establish guidelines in TWU Libraries effort to provide equitable access to all patrons. The Libraries adhere to the University's, and Disability Services for Students (DSS) policies regarding Accessibility. However, additional guidelines specific to the TWU Libraries are also included in this policy.

**Note:** *Access, availability, usage, and occupancy limits may be changed in accordance with University guidelines regarding health and safety.*

### **Definitions: For the purpose of this policy**

**Disability** - defined by the Americans with Disabilities Act (ADA), a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such an impairment, or a person who is perceived by others as having such an impairment. The ADA does not specifically name all of the impairments that are covered. (See: [Introduction to the ADA](#))

From Disability Services for Students (DSS):

**Accessibility** means that all TWU students can perceive, understand, navigate, interact and contribute to their experience at TWU, both on campus and online. If something is inaccessible, it means that the user is not able to perceive, understand, navigate, interact and contribute to whatever it is that they are trying to access.

*Access is a campus wide responsibility; Accommodation is for DSS.*

**Access**, when considered from the beginning of content creation, purchasing, etc., is incredibly simple, and has nominal cost, if any.

**Accommodation** is where DSS will adapt or modify something to be usable by a student with a disability. Accommodation can be costly and typically requires coordination between the student and multiple staff members for the end result to be effective.

### **Policy:**

From DSS:

Texas Woman's University values diverse identities and experiences, and honors disability as an important aspect of human diversity. Disability Services for Students (DSS) works in partnership with students, faculty, staff, and guests of the University to eliminate or minimize barriers and facilitate inclusion on campus. DSS collaborates with all members of the University community to improve access for people with disabilities in these ways:

- determining and implementing reasonable academic and guest accommodations;
- providing education on access and inclusion;
- partnering with University offices to ensure meaningful physical and technological access

To contact DSS, please call (940) 898-3835, email [dss@twu.edu](mailto:dss@twu.edu), or visit <https://twu.edu/disability-services/>.

### Parking & Transportation

From Parking Rules and Regulations - DPS:

To use an ADA parking space on campus, an individual must own and display a state issued ADA license plate, hangtag, or placard; and must also purchase a TWU ADA parking permit, or request an appropriate TWU Visitor permit. For more information, please contact the Parking Office (940) 898-2925, or visit <https://twu.edu/parking/>.

### Library Guidelines

TWU Libraries is committed to providing equitable access to library collections, services, and facilities for all library users. Whenever possible, the Libraries selects and acquires resources and technologies that are compliant with the Americans with Disabilities Act (see also TWU Libraries [Collection Development Policy](#)). We are committed to providing reasonable accommodations and timely access to users with disabilities and follow all University Accessibility Guidelines.

Available services and technologies include, but are not limited to:

- assistance with printing,
- assistance locating, and retrieving library materials,
- reference assistance,
- handheld magnifier,
- large print USB keyboards,
- noise-reducing headphones,
- trackball mouse,
- UbiDuo 2.

For an indexed guide to accessibility services and resources at TWU Libraries visit the Disability Accommodations LibGuide: <https://libguides.twu.edu/disabilityaccommodations>

For questions or more information about services provided by the Libraries, please call or visit your campus' Information Desk:

- Denton Blagg-Huey Library (940) 898-3701
- Dallas Center (214) 689-6580
- Houston ARC (713) 794-2048

Accessible parking is available directly behind Denton's Blagg-Huey Library (with proper TWU parking permits). Patrons may request entry through the back (dock) door by using the intercom buzzer to the left of the outside door. You may also call the Denton Information Desk at (940) 898-3701 for assistance.

Please let us know if you need help entering the building and a staff member will assist. From this ground floor entrance, elevators are located just inside the second set of doors, down the hallway to the right. Please note, the only automatic door is located at the front entry of the building. Please contact the Parking Office (940) 898-2925, or visit <https://twu.edu/parking> for information regarding accessible parking on the Dallas and Houston campuses.

**Review:**

The Library's Policy Work Group will review this policy with recommendations forwarded through normal administrative channels to the Dean of Libraries.

Approved by the Library Administrative Team 10-07-2020