



**ST BONAVENTURE**  
**UNIVERSITY**

## Employees with Disabilities

**Administered By:** Human Resources

**Approved By:**   
Dr. Jeff Gingerich, President

**Policy Effective Date:** March 6, 2024

**Policy Number:**  
HR-2024-012

**New Policy X or Revision of Existing Policy \_\_\_**  
**Name of Previous Policy:**

The Americans with Disabilities Act and the New York State Human Rights Law prohibit discrimination against qualified individuals with disabilities, who are able to perform their job duties, with or without reasonable accommodations. The University complies with the requirements of the ADA and HRL and does not discriminate against qualified individuals with disabilities when making employment decisions, including, but not limited to, hiring, promotion, compensation, or access to employee training or benefits provided by the University.

The University provides reasonable accommodations to employees who may need them to perform the essential functions of their jobs, without causing the University an undue hardship. The University considers both state and federal law when determining whether an accommodation is reasonable. Employees needing accommodation should make a request to Human Resources. If an employee makes a request for an accommodation to his or her supervisor, the supervisor should contact Human Resources. If the need for accommodation is not readily apparent, Human Resources may request written verification of the disability from a physician practicing in a field related to the disability for which accommodations are requested.

The University and the qualified individual with a disability will work together to determine what reasonable accommodations are and to implement such accommodations so that the employee can perform the essential functions of his or her job.