Disability Access
WESTERN MICHIGAN UNIVERSITY
COOLEY LAW SCHOOL

DISABILITY ACCESS GUIDE

PURPOSE
The purpose of this guide is to provide access and related information to students, faculty, staff, and the general public.

PARKING

Lansing:

- **Cooley Center**: The closest parking to the Cooley Center can be found in the South Capitol Parking Ramp (320 South Capitol Avenue), which is immediately south of the Cooley Center. The South Capitol Parking Ramp has side-lift van accessible parking spaces.

- **Library**: Metered handicap parking near the Library can be found on South Washington Square directly across the street from the library. This parking space is not side-lift van accessible. Meters are enforced from 8:00 a.m. – 6:00 p.m., Monday through Friday. There are handicap parking spaces in the lot next to the library. This lot is for staff with permits until 5:30 p.m. on weekdays. This lot has side-lift van accessible spaces.

- **Temple Building**: The closest handicap parking available is the surface parking lot next to the Temple building. There is also metered street parking on South Capitol Avenue outside the Temple Building. In addition, there is a parking ramp directly across the street from the Temple Building (Tower Parking) which can be accessed either through Allegan or South Capitol Avenue.

Grand Rapids:

- There is handicap parking in Area Lot 5 (surface parking) at 111 Ionia Street, one block west of Cooley's campus.
- The closest available parking is the City parking ramp immediately south of Cooley's campus on Commerce Avenue. This parking ramp accepts cash or credit card for payment.
- There is also metered street parking in front of Cooley's campus on Commerce Avenue.

Auburn Hills:

- Handicap spaces are available in the parking lot outside the building. Use the main entrance to enter the building.

Tampa Bay:

- The handicap parking is located at the main entrance in front of the portico.
EMERGENCY INFORMATION

Fire or other building evacuations:
- Go to the nearest stairwell or exit by following the “Exit” signs.
- Individuals with mobility difficulties should remain in the stairwell until emergency personnel arrive.
- Notify your professor or the Floor Marshal that you will remain in the stairwell. Your professor or the Floor Marshal will report your location to the emergency control center.

Tornado or storm shelter warning:
- Go to the nearest storm shelter. Look for rooms and areas with a “Severe Weather Shelter Area” sign.
- Stay in the shelter area until the “all clear” signal is given.

EXAM AND OTHER ACCOMMODATIONS

It is Western Michigan University Cooley Law School policy to provide appropriate academic adjustments, auxiliary aids and services, or exam modifications (which the law school commonly calls “accommodations”) to qualified students with disabilities as determined on a case-by-case basis through a meaningful interactive process that includes input from the student and that gives appropriate consideration to the student’s request.

Deadlines:
Please refer to the disability section (Chapter VI) of the Cooley Student Policy Manual for information on deadlines regarding accommodation requests.

ACADEMIC RESOURCE CENTER

The Academic Resource Center provides one-on-one and small-group academic assistance, seminars, and related resources for students seeking assistance on how to deal with academic challenges of law school. Services cover multiple choice testing, essay writing, outlines, and assisting students with reading and related issues. The center has an office at each of Cooley's four campuses.
CLASSROOM ACCESS

LANSONG

Classrooms at the Cooley Center
- For classrooms 301 and in the Cooley Center, wheelchair accessible entrances are on the east corner of the classrooms.
- For classroom 501 in the Cooley Center, wheelchair accessible entrances are available on the southeast and southwest corner of the classroom.
- Other classrooms are accessible through the main entrance.

Entering the Cooley Center in Inclement Weather
The southeast entrance is the closest entrance to the Cooley Center from the South Capitol parking ramp. For security purposes, this entrance has restricted access. All patrons should use the main entrance on the northeast corner; this entrance is equipped with an ADA compliant power door operator button, which serves the door south of the revolving door.

Library
The library is accessible from the main entrance on South Washington Square.

Restrooms
The following restroom facilities at the Lansing campus are fully handicap accessible:
- Cooley Center: 3rd and 4th floor when we resume using it for class. Also 5th floor restroom doors have door stops that can be flipped down to hold the doors open (which is how they seem to be most of the time)
- Lansing Library: 1st floor restrooms are accessible.

GRAND RAPIDS

The Grand Rapids campus is accessible from the main entrance on Commerce Ave.
- Each floor is accessible, including the library.
- The 4th and 5th floor restrooms are accessible.

AUBURN HILLS

The Auburn Hills campus is accessible from the main entrance of the building.
- The lower-level, 1st, and 2nd floors are accessible via elevator.
- The library is accessible via a proximity card which must be requested through the Campus Director or Enrollment and Student Services Coordinator.
- There are handicap accessible restroom on all floors.

TAMPA BAY

The Tampa Bay campus is accessible from the main entrance of the building.
- Classrooms are accessible from the main entrance.
- All restrooms are accessible.

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CONTACT INFORMATION

All Emergency Calls 911
All WMU-Cooley Law School numbers go through the WMU-Cooley Law School switchboard:
(517) 371-5140

GRAND RAPIDS CAMPUS STAFF

Student Services:
Enrollment Coordinator
Danielle Hall (517) 371-5140 x6986
Office: 2nd floor, ESS Suite
halld@cooley.edu

Academic Resource Center:
Professor David Tarrien, x6917
Office: 3rd floor, room 320
tarriend@cooley.edu

Operations: Mike Forebeck x6944
Access Control Desk x6821

auburn hills campus staff

Student Services:
Enrollment and Academic Services Coordinator
Ieisha Humphrey
Office: 224
(248) 751-7800 X 7787
humphrei@cooley.edu

Academic Resource Center:
Professor Tammy Asher
Office: 2nd floor, room 241
ashert@cooley.edu

Operations: Brian Feagan x7730
Access Control Desk x7729

Lansing campus staff

Student Services:
Enrollment Coordinator
Ieva Inglis (517) 371-5140 X2282
inglisi@cooley.edu

Academic Resource Center
Professor Jeanette Buttrey
Office: 6th floor, room 642
buttreyj@cooley.edu

Operations: Mike Gibson X2113
Access Control Desk:
Cooley Center x3333
Brennan Library x 3102
Operations Support Desk x4444

Tampa Bay campus staff

Student Services:
Enrollment Coordinator
Brianne Myers
ESS Suite room 112
(813) 419-5100 x5155
myersb@cooley.edu

Academic Resource Center:
Professor Katherine Gustafson
Office: 1st Floor, room 115
gustafsk@cooley.edu

Operations: Gordan Scheffer x 5110
Access Control Desk x5103

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