


LA CROSSE

October 1, 2009

TO: Members of IDAC
FROM: Joe Gow, Chancellor 
RE: Committee Charge for 2009-2010 Academic Year

Thank you for your willingness to serve on the Individuals for Disabilities Advisory Council! I am delighted to revive this committee and look forward to a productive year.

I have asked Carmen Wilson, Affirmative Action Officer, to convene the first meeting. We would like to propose the following agenda for the first meeting:

1. Elect a chair. The primary responsibilities of the chair are to:
 - inform the Chancellor's Office of any changes in committee membership.
 - organize and conduct meetings.
 - complete a year end report on the committee's activities to be submitted to the Chancellor's Office no later than April 30, 2010.
2. Elect a secretary. The primary responsibilities of the secretary include:
 - recording minutes of each meeting.
 - promptly sending meeting minutes to the UJC blog at post@ujccommittees.posterous.com so that the minutes can be posted on the Chancellor's Office website (please see attached document for further instructions).
3. Distribute initial subcommittee assignments. Subcommittees include: Education/Public Relations, Technology, and Accessibility.
4. Discuss goals for the academic year.

After consultation with others, I ask the committee to report on the following special charges:

1. **Review the revised IDAC Bylaws:** Please review the attached bylaws available at <http://www.uwlax.edu/chancellor> and click on Other Committees. **Please complete this charge no later than November 1, 2009.**

Recommendations of IDAC should be forwarded directly to the Chancellor's Office. If you have any questions about the charges, please feel free to contact me. Finally, if I or anyone on the leadership team can assist your committee in any way during the year, please do not hesitate to ask.

Best wishes on your committee's work over the course of the coming year!

cc: Chancellor's Staff
Academic Deans
Provost Council

Office of the Chancellor

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