

IACRAO 2007-08 COMMITTEE MEMBERSHIP

Become an active member of one of the committees. Simply check the committee you would like to join and return the form to the conference registration desk or mail the form to: Patrick McLaughlin, Registrar, Indiana Univ-Purdue Univ Fort Wayne, 2101 E. Coliseum Blvd., Fort Wayne, IN 46805 or email mclaughp@ipfw.edu.

ADMISSIONS COMMITTEE _____

DIVERSITY COMMITTEE _____

INTERNATIONAL AFFAIRS COMMITTEE _____

LEGISLATIVE AFFAIRS COMMITTEE _____

PROFESSIONAL DEVELOPMENT COMMITTEE _____

RECORDS AND REGISTRATION COMMITTEE _____

TECHNOLOGY COMMITTEE _____

LOCAL ARRANGEMENTS COMMITTEE _____

Name

Title

Institution

Address

Email Address

Telephone Number

Fax

Comments

Please join with us in making IACRAO as professional as it can be by becoming a member of one of its many committees. Thanks!

IACRAO Committees

Mission and Responsibilities

Standing Committees: Responsibilities and Terms of Appointment

Admissions, Diversity, International Affairs, Legislative Affairs, Professional Development, Records and Registration, and Technology Committees constitute the “*Program Committees*” and will provide professional enrichment and service to the membership in the respective areas. Committee members shall serve a three-year term and committee chairpersons shall serve a one-year term.

These standing/program committees shall be charged as follows:

1. Arrange for the development and presentation of sessions of high quality for the program of each Annual Meeting.
2. Be available for on-going assignments on the behalf of the Association as determined in conjunction with the Executive Committee.
3. Encourage the development of professional activities applicable to the Committee and initiated by the members of the Committee.

Operational Committees: Responsibilities and Terms of Appointment

The **Auditing Committee** shall audit the accounts and records of the Association at the end of each fiscal (calendar) year, and shall present a report of their findings to the president by March 1 and to the Annual Meeting of the Association.

The **Local Arrangements Committee** shall assist the 1st Vice-President (Annual Meeting program chairman) and the Executive Committee in securing a site for the Annual Meeting, to provide assistance as needed for planning the programs, meals, entertainment, etc., and any other duties deemed appropriate and pertinent to the arrangements for the Annual Meeting.

The **Communications Committee** shall be responsible for the maintenance of the communications channel of the Association including the website and the listserv.

The **Diversity Committee** shall be responsible for advising the Executive Committee on issues concerning participation in higher education by individuals of different backgrounds. This committee shall encourage increased participation and involvement in higher education and the Association by persons of different backgrounds.

The **Legislative Affairs Committee** shall be responsible for collection and review of proposed state and federal legislation and regulations. They should keep the President, Executive Committee, and membership informed of relevant legislation and formulate positions on behalf of IACRAO. Members of this committee shall represent the organization in meetings and hearings with legislators, the Higher Education Commission, and other appropriate bodies.