

UNIVERSITY OF ILLINOIS  
AT URBANA-CHAMPAIGN

Office of the Chancellor  
Swanlund Administration Building  
601 East John Street  
Champaign, IL 61820



September 5, 2017

Mike Bohlmann, Chair  
Tim Offenstein, Vice Chair  
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Kristi Kuntz *ex officio*  
Pat Malik *ex officio*  
Brian Mertz *ex officio*  
Danielle Morrison *ex officio*

Dear Colleagues:

The purpose of this letter is to request your service on the Chancellor and Provost Accessibility Review Committee.

We are in the process of developing a campus Information Technology Accessibility Policy to be added to the Campus Administrative Manual. The purpose of the IT Accessibility Policy is:

- a. to establish an approach to IT accessibility whereby electronic materials and related information technologies utilized by the University of Illinois at Urbana-Champaign are accessible;
- b. to establish methods whereby the appropriate parties are notified of and can respond to complaints and queries about accessibility concerns and any difficulties in accessing electronic materials and related information technologies; and
- c. to establish mechanisms that enhance the reputation of the University in regards to IT accessibility and allow the University to satisfy its legal and ethical responsibilities in this area.

Associate Chancellor Assata Zerai will continue to lead a campus effort to develop a comprehensive and actionable campus diversity strategy that includes attention to recruitment, training, education, research, communication, policy, and governance at campus and unit levels. She will also work closely with the Accessibility Review Committee to help inform and support your critically important tasks. Specifically, we ask that you:

- a. continue to work on infrastructure and procedures related to ADA compliance and finalize policy;
- b. compile procedures for policy;
- c. develop training;
- d. promotion of policy; and

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e. develop an audit process and compliance roadmap.

We ask that your Committee provide a report to Associate Chancellor Zerai by May 15, 2018 that describes the Committee's achievements during 2017-18 and goals for 2018-19.

Thank you in advance for your service on this important Committee. Your work is crucial and valued.

Sincerely,



Robert J. Jones  
Chancellor



John P. Wilkin  
Interim Vice Chancellor for Academic  
Affairs and Provost

c: A. Zerai