

May 1, 2020

COVID-19: Executive Steering Committee on Return to On-Campus Operations

Mike DeLorenzo, Senior Associate Chancellor for Administration and Operations (Chair)
Matthew Tomaszewski, Executive Associate Provost for Capital Planning (Vice Chair)
Sean Garrick, Vice Chancellor for Diversity, Equity and Inclusion
Jan Novakofski, Associate Vice Chancellor for Research for Compliance
Robin Kaler, Associate Chancellor for Public Affairs
Deb Stone, Executive Director, Illinois Human Resources
Lisa Power, Interim Campus Legal Counsel
Lowa Mwilambwe, Associate Vice Chancellor for Auxiliary, Health & Wellbeing
Mohamed Attalla, Executive Director of Facilities & Services
Greg Gulick, Interim Chief Information Officer
Kristin McMurray, Associate Registrar for FMS
Kevin Pitts, Vice Provost for Undergraduate Education
John Dallesasse, SEC Vice Chair and Professor, Electrical and Computer Engineering
Todd Short, UIPD Emergency Management - CEOC
Brian Brauer, Associate Director, Fire Service Institute – CEOC
Jason Heimbaugh – UIPD Emergency Management – Tech Support
Alexis Perezchica, President Illinois Student Government
Ali Mirza, UIUC Student Trustee
Wendy Bertram, Executive Assistant to the Chancellor (Staffing and Support)

Dear Colleagues:

Thank you for agreeing to serve on the *COVID-19: Executive Steering Committee on Return to On-Campus Operations*. Senior Associate Chancellor Mike DeLorenzo will chair this committee and Wendy Bertram will provide staffing and support.

The work I am asking of you in this service is unlike that of any previous campus committee in our history. The disruptions of the COVID-19 pandemic have been global and the repercussions on our institution will be significant and lasting, so this charge letter will look like no other you may have seen in your previous committee service.

I ask that your committee:

- Identify, evaluate and design the comprehensive and multiphase implementation processes necessary for the university's transition back to on-site operations, notwithstanding the persistence of COVID-19.
- As an immediate, first phase, establish the framework and planning necessary to **transition the campus back to on-site work** after Gov. Pritzker lifts current stay-at-home orders.

- In a second, ongoing phase (**planning for fall 2020 and beyond**), recommend the actions, policies and processes that must be implemented for resumption of our academic, research, engagement and campus life activities for the fall 2020 semester, the total academic year and beyond as necessary.
- Develop plans for communication of committee and working group activities and recommendations with senior campus leadership, college deans, the Academic Senate, the Champaign-Urbana Public Health District, local community leaders and more broadly to all students, faculty and staff.

This pandemic has brought us unprecedented challenges. So, we are asking you to assist us in determining the best approaches to address these challenges. I only ask that your decisions and recommendations be guided by these core principles:

- Protection of the safety and health of our students, faculty, staff and local community
- Preservation of our land-grant missions of education, scholarship, service and engagement
- Processes that are transparent, open, consultative and respectful of our traditions of shared governance

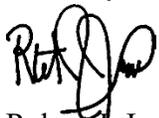
As the first step of this process, I ask your steering committee to coordinate the charging and subsequent activities of seven working teams that will address the full needs of the operational and mission responsibilities across the institution. Those teams will be:

- Academics (Chairs: Vice Provost Bill Bernhard, Vice Provost Kevin Pitts)
- University Life (Chairs: Vice Chancellor Danita Brown Young, Vice Chancellor Sean Garrick)
- Community and Public Engagement (Chair: Executive Associate Chancellor Wanda Ward)
- Finance and Operations (Chair: Associate Chancellor Paul Ellinger)
- Human Resources (Chair: Senior Associate Chancellor Elyne Cole)
- Research and Scholarship (Chair: Associate Vice Chancellor Jan Novakofski)
- SHIELD: Target, Test, Tell (Chair: Associate Dean and Professor Martin Burke, CI-MED, Chemistry)

I ask that you meet to begin determining how to fulfill the charges I have laid out as soon as possible. As you know, there is both great urgency and great need for planning and actions.

I thank you for your service as we navigate through this difficult time.

Sincerely,



Robert J. Jones
Chancellor