

May 11, 2020

**COVID-19: Committee on Return to On-Campus Operations**

***University Life***

Danita Brown Young, Vice Chancellor for Student Affairs (Co-Chair)  
Sean Garrick, Vice Chancellor for Diversity, Equity and Inclusion (Co-Chair)  
Patricia Anton, Associate Director of Housing for Residential Life  
Cassie Arner, Associate Athletic Director, Marketing, Fan Development & Strategic Communication  
Chris Ackerman-Avila, Student, ISG Vice President  
Maureen Banks, Director, Safety & Compliance F&S  
Thomas Betz, Student Legal Directing Attorney  
Greg Burdette, Foellinger Auditorium Manager  
Jenny Davis, Anthropology/American Indian Studies  
James Hintz, Associate Vice Chancellor for Student Success and Engagement  
Marcus Jackson, Director, Division of Campus Recreation  
Allison Kushner, Director ADA  
Carla McCowan, Director, Counseling Center  
Martin McFarlane, Director, Office of International Student and Scholar Services  
Ann Marie Morgan, Assistant Dean of Students  
Leslie Morrow, Director, LGBT Resources  
Jan Novakofski, Associate Vice Chancellor for Research and Compliance and Professor Animal Science  
Rebecca Salzman, Assistant to the Director, Illini Union  
Jim Sims, Director, Facilities and Services  
Yun Shi, Program Director, International Education  
Robert Woodard, Medical Director, McKinley Health Center  
Lea Peck, Assistant Director of Social Media (*ex officio*)  
August Schiess, Director of Social Media (*ex officio*)  
James Quisenberry, Director, Student Affairs Technology (*ex officio*)

Dear Colleagues:

Thank you for agreeing to serve on the University Life Planning Team under the coordination of the COVID-19: Executive Steering Committee on Return to On-Campus Operations. Vice Chancellor Danita Brown Young and Vice Chancellor Sean Garrick will co-chair this team and Tara Smith will provide staffing and support. Your work will complement the efforts of six other teams being charged as part of this effort: Academics, Community and Public Engagement, Finance and Operations, Human Resources and Staffing, Research and Scholarship and Shield: Target, Test, Tell.

A safe return to the traditional elements of university life at a residential university as quickly as possible under any ongoing state and health department restrictions and guidelines is essential. That is the fundamental charge I am presenting to your team. No one has ever done this and there is no established map. I leave it to you to determine the specific steps, actions that will be required and to prioritize them.

More broadly, I ask that your team work within these general parameters:

- Identify, evaluate and design the comprehensive and multiphase implementation processes related to university life and activities that will be a major component in the university's transition back to on-site operations, notwithstanding the persistence of COVID-19. Every issue should be thought through with our core values of inclusiveness, equity and diversity. These include, but are not limited to:
  - Housing and dining
  - Off-campus and community living
  - Student services and student organizations
  - Health and safety practices
  - Working-related events and processes
  - Career and internship opportunities
  - Co-curricular and engagement activities
  - Athletics
- As an immediate, first phase, establish the framework and planning necessary related to campus life for a **summer transition back to on-campus operations and activities** 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 university life activities for the fall 2020 semester, the total academic year and beyond as necessary.
- Consider how we will make necessary adaptations or accommodations to the environment that enable individuals to participate in the university's programs, services and activities.
- Develop plans to ensure we continue to promote a campus climate that supports academic and professional success.
- Develop plans for coordination and communication of your team's activities and recommendations with the Executive Steering Committee and the other six working teams.

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 team to coordinate with Mike DeLorenzo who chairs the Executive Steering Committee to identify some preliminary timelines and milestone goals for this first phase of planning.

As you know, there is both great urgency and great need for planning and actions, so I hope your team will begin meeting as soon as possible. I thank you for your service as we navigate through this difficult time.

Sincerely,



Robert J. Jones  
Chancellor