September 14, 2020

Lisa Alvarez-Cohen, Vice Provost for Academic Planning, (Co-Chair)
Jennifer Johnson-Hanks, Chair, Berkeley Division of the Academic Senate (Co-Chair)
Cathy Koshland, Vice Chancellor for Undergraduate Education
Dave Browne, Director, Infrastructure Services & Telecommunications
Lisa García Bedolla, Vice Provost for Graduate Studies and Dean of the Graduate Division
Ann Harrison, Dean, Haas School of Business
Patrick Holmes, Director, Internal Communications, Communications & Public Affairs
Lynn Huntsinger, Associate Dean, Rausser College of Natural Resources
Therese Leone, Deputy Campus Counsel, Office of Legal Affairs
Sally McGarrah, Associate Vice Chancellor, Facilities Services
Owen McGrath, Director, Educational Technology Services
Fabrizio Mejia, Associate Vice Chancellor, Division of Equity and Inclusion
Rebecca Miller, Chief Administrative Officer, Computing, Data Science, and Society
David Milnes, Professor, Music
Karen Nakamura, Professor, Anthropology
Guy Nicolette, Assistant Vice Chancellor, University Health Services
Ben Perez, Manager, Physical Access Compliance
Scott Shackelton, Assistant Dean, Facilities & Capital Projects
Mark Stacey, Professor, Civil and Environmental Engineering
Steve Sutton, Vice Chancellor, Student Affairs
John Swartzberg, Clinical Professor Emeritus, School of Public Health
Seamus Wilmot, Director of Parking and Transportation
Walter Wong, University Registrar

Re: Joint Academic Senate / Administration Working Group on Outdoor Space for Instructional Activities Charge

Dear Colleagues,

We write to thank you for agreeing to serve on a Joint Academic Senate / Administration Working Group on Outdoor Space for Instructional Activities, which will be co-chaired by Vice Provost Lisa Alvarez-Cohen and Senate Chair Jenna Johnson-Hanks. Within this context, we ask that you develop general and adaptable guidelines and/or recommendations that address the following:

1. When shelter-in-place is lifted and public health guidance allows, what types of instructional activities are best suited to be held outside?

2. As SIP is gradually lifted, how should we think about outdoor spaces as a complement to indoor spaces for provisionally approved instructional activities?

3. Establish guidelines under which academic divisions could use outdoor spaces for instructional activities (with focus on access, ADA, IT for students participating remotely, additional necessary accommodations, and robustness to weather conditions) when these are allowed.
4. What kinds of infrastructure support (e.g., wifi, tent/structure, security, cleaning, bathroom facilities, etc.) are required or preferable for outdoor instructional activities to take place?

Given the rapidly evolving nature as well as the urgency of this matter, I ask that you produce a final report by October 23. The work of this committee will be supported by Rhiannon Lewis, Project Manager with meetings scheduled by Emily Strange, Executive Assistant.

We thank you again for your willingness to serve on this important effort.

Sincerely,

A. Paul Alivisatos
Executive Vice Chancellor and Provost

cc: Andrea Lambert, Chief of Staff, Office of the Executive Vice Chancellor and Provost
    James Ford, Chief of Staff, Office of the Vice Provost of Academic Planning
    Jocelyn Surla Banaria, Executive Director, Berkeley Division of the Academic Senate
    Rhiannon Lewis, Project/Policy Analyst, Office of the Vice Chancellor for Undergraduate Education
    Emily Strange, Executive Assistant, Office of the Vice Provost for Academic Planning