



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, Raussler College of Natural Resources  
Therese Leone, Deputy Campus Counsel, Office of Legal Affairs  
Sally McGarrahan, 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 handwritten signature in black ink, appearing to read 'A. Paul Alivisatos', with a stylized flourish at the end.

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