

November 4, 2022

***Sent Via Email***

**Master Plan for Instructional Space Task Force**

Kevin Jackson, Vice Provost for Undergraduate Education, Chair  
Greg Anderson, College of Fine + Applied Arts  
Amanda Cary, Disability Resources & Educational Services  
Jennifer Cromley, College of Education  
Matt Drain, Technology Services  
Derek Fultz, College of Liberal Arts Sciences  
Meghan Hazen, Office of the Registrar  
Laura Hendley, Office of the Provost  
Josh Herbold, Gies College of Business  
Brad Klein, Facilities and Services  
Debra Korte, College of Agricultural, Consumer, and Environmental Sciences  
Kristin McMurray, Vice Chancellor for Administration and Operations  
Paul Redman, Office of the Provost  
Ava Wolf, Center for Innovation in Teaching and Learning

Dear Colleagues,

Thank you for agreeing to serve on the Master Plan for Instructional Space Task Force YR 2022-2023, which has been constituted to review, discuss, and propose direction for campus efforts related to learning spaces on the Urbana campus. This cross-disciplinary team with representatives from colleges and administrative units is charged with developing a master plan that will provide structure and organization to classroom management and serve as a reference for future decision-making.

Assessment of learning spaces post-pandemic has created increased discussion around this subject, but the need for a vision or plan for instructional space has existed for years. Many formal and informal groups on campus have tried to tackle the issues, but no unified plan has emerged. Demand for investment in instructional space is constant, yet decisions are difficult to make without an understanding of campus preferences and priorities. A Master Plan for Instructional Space will inform decision-making in a way that represents the voices of stakeholders from across campus. Reflecting campus priorities, this plan will facilitate fiscally responsible, proactive decision-making about instructional space.

To facilitate the goals of the task force, I encourage you to first identify what data is needed to determine strategic priorities for instructional space and what stakeholders should be consulted in the development of those priorities. Once priorities are established, please draft a comprehensive plan that addresses resource allocation, communication, evaluation, governance, and any other elements necessary for the implementation and maintenance of a successful Master Plan for Instructional Space. Questions identified by the Illinois Space Advisory Committee (attached) will

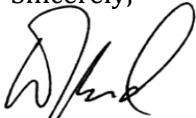
be beneficial as you move forward with this charge. As you work through the questions, I encourage you to reach out to a variety of stakeholders across campus to inform your report.

It is anticipated that this work will span three semesters. Please submit a preliminary report outlining work to-date and an outline of the final draft to Theresa Beckett by August 5, 2023. The final master plan is requested to be submitted no later than May 1, 2024.

Again, thank you for agreeing to contribute to this campus-wide initiative by serving on this task force. Kevin Jackson, Vice Provost for Undergraduate Education has agreed to chair the group, and Jean Hanks will schedule the meetings.

The first meeting will be used to further discuss this charge, answer any questions, and establish a plan of work and timeline for accomplishing the objectives of the Task Force.

Sincerely,



William Bernhard  
Interim Vice Chancellor for Academic Affairs and Provost