

UNIVERSITY OF ILLINOIS
AT URBANA-CHAMPAIGN

Facilities & Services

Physical Plant Service Building
1501 South Oak Street
Champaign, IL 61820



February xx, 2017

Campus Tree Advisory Committee, 2017

Kevin McSweeney, chair

Brent Lewis

Morgan Johnston

Ryan Welch

Gary Kling

Olivia Harris

Mike Brunk

Director of Arboretum

Landscape Architect, F&S

Director of Sustainability, F&S

Superintendent of Grounds, F&S

Assoc. Professor of Crop Sciences

Communications Specialist, iSEE

Student

City Arborist, City of Urbana

Dear Colleagues:

I am writing to request that you serve on the Campus Tree Advisory Committee for 2017. This committee is an advisory body to the Grounds Department at Facilities & Services (F&S) and to the campus community on matters relating to campus trees. Responsibilities include:

1. Recommend communication plan for announcing and celebrating the Tree Campus USA designation received for 2016.
2. Plan an Arbor Day observance event for Arbor Day (last Friday in April).
3. Assist with maintaining Tree Campus USA status, and submittal of annual application.
4. Identify student service learning project(s) for 2017.
5. Provide input regarding a Tree Replacement and Damage Policy for campus.
6. Provide input regarding efforts to update the campus Tree Inventory.

While responsibility for campus trees is assigned to specific units, including Grounds and the Arboretum, the Campus Tree Advisory Committee can assist in providing guidance for future planning, input to a comprehensive campus tree plan, education of the campus community about the benefits of trees, and development of a community connection.

Thank you for your participation in this program.

Sincerely,

Helen J. Coleman
Interim Executive Director
Facilities & Services

cc. Bill Gray, Director of Public Works, City of Urbana