

UNIVERSITY OF ILLINOIS
AT URBANA-CHAMPAIGN

Facilities & Services
Physical Plant Service Building

1501 South Oak Street
Champaign, IL 61820



February 12, 2018

Campus Tree Advisory Committee, 2018

Kevin McSweeney, Chair	Director of Arboretum
Brent Lewis	University Landscape Architect, F&S
Morgan White	Associate Director, Sustainability, F&S
Ryan Welch	Superintendent of Grounds, F&S
Gary Kling	Associate Professor of Crop Sciences
Olivia Harris	Communications Specialist, iSEE
Maria Esker	Student
Mike Brunk	City Arborist, City of Urbana

Dear Colleagues:

I am writing to thank you for your service in 2017 and request that you continue to serve on the Campus Tree Advisory Committee for 2018. 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 2017.
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 2018.
5. Provide input regarding a Tree Replacement and Damage Policy for campus.

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,

A handwritten signature in black ink, appearing to read 'Helen J. Coleman', is written over a faint, light-colored background.

Helen J. Coleman
Interim Executive Director
Facilities & Services

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