

UNIVERSITY OF ILLINOIS  
AT URBANA-CHAMPAIGN

Office of the Provost and Vice Chancellor  
for Academic Affairs

Swanlund Administration Building  
601 East John Street  
Champaign, IL 61820



October 22, 2007

**Resource Use Advisory Group:**

Sally Jackson, CITES CIO, Chair  
Stanley Yagi, CITES  
Charles Thompson, Computer Science  
Stig Lanesskog, Office of the Provost  
Virginia Winckler, Veterinary Medicine  
Michael Devocelle, Beckman Institute  
Earle Heffley, Psychology  
Carol Wakefield, LAS  
John Rossi, Law  
TBD, Business

Dear Colleagues,

I write to invite you to serve on a new team to advise the Office of the Provost on issues and needs related to the appropriate use and avoidance of duplication of key support services across campus, the Resource Use Advisory group. Services associated with information technology (e.g., computer operations, desk top support, help desk, application development and maintenance), other business functions (e.g., Human Resources, grant management, financial reporting and financial/ accounting transactions) and facilities maintenance are currently completed at various levels throughout the campus. As part of the campus' efforts to continuously assess our practices and the use of financial and human resources, this group will determine whether these activities can be completed in more efficient ways, without negatively impacting the service level provided.

During the 2007-08 academic year, the group will establish a forum in which it will identify the functions to assess, determine broad areas of duplication of services, develop guidelines for consolidation/ aggregation of these activities and identify specific areas within the campus where consolidation/ aggregation should occur. The group should also consider alternative service delivery methods when evaluating the cost effectiveness of delivering each of these services.

At the close of the 2007-08 academic year, I will ask the Resource Use Advisory Group to make recommendations about the guidelines the campus should use to identify opportunities

At the close of the 2007-08 academic year, I will ask the Resource Use Advisory Group to make recommendations about the guidelines the campus should use to identify opportunities to consolidate/aggregate activities and detail the areas of highest priority to address immediately.

I hope that you will be able to serve on the Resource Use Advisory Group this academic year. If you are unable to serve, please contact Debbie Kemphues (dkemphue@uiuc.edu) by October 29. Thank you for considering this important activity for the campus.

Sincerely,



Linda Katehi  
Provost and Vice Chancellor  
for Academic Affairs