

**UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN  
THE GRAINGER COLLEGE OF ENGINEERING**

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October 13, 2021

Sotiria Koloutsou-Vakakis (sotiriak@illinois.edu - CEE)  
Erhan Kudeki (erhan@illinois.edu - ECE, Chair)  
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Jiajun He (jjajunhe@illinois.edu - MechSE)

Dear Colleagues:

Thank you for agreeing to serve on the Engineering IT Governance Education Working Group for the academic year 2021-2022. This working group, which reports to the Executive Associate Dean, is critical to helping ensure that IT support of the educational needs of instructors, and students in the College is of the highest quality and reliability.

Your primary responsibilities this academic year are tactical in nature and include:

- Review, assist with prioritizing, and provide feedback on:
  - The state of IT in the existing Engineering College's classrooms and instructional laboratories
  - The IT needs associated with the increased enrollment
  - The possible scaling, costs and benefits of CBTF
  - The expansion of online and blended models
- Review the College needs in educational software (e.g., Matlab, ...) and make recommendations to the Dean regarding the portfolio and cost of applications
- Assist with monitoring, providing feedback, and reporting on the progress of work to align Engineering IT services with campus-level IT services, with particular emphasis on services pertinent to the IT needs of our students and IT support for our instructional needs in the College.
- Continue to consider IT support for new educational pursuits in our College, anticipating new opportunities and responding to interests and initiatives from our units.
- Coordinating and communicating with the other IT working groups over overlapping interests.

You will also be asked to provide an assessment at the end of the academic year on the current state of IT support for education activities.

Professor Kudeki has graciously agreed to chair this working group again. He will be in contact with you soon to arrange for your first meeting.

I am thankful to all of you for your willingness to contribute to this most important work for our College. I look forward to joining you at your first meeting to discuss the charge and answer any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'P. Geubelle', with a stylized, wavy underline.

Philippe H. Geubelle

Cc: Jim Hurst