

November 4, 2008

## **UIC Campus Master Plan Engagement Process**

### **Goal**

Conduct an open and participatory planning process that both informs and is informed by interested campus constituencies

### **Objectives**

- Ensure that stakeholders are informed about the scope and purpose of the master plan
- Ensure that stakeholders have an opportunity to provide relevant input which can be used by the consultants as they work on development of the campus master plan and by campus administrators responsible for directing the planning process
- Ensure that stakeholders learn about and have the opportunity to comment on alternatives before decisions are made
- Ensure that the planning process moves forward in a timely fashion

### **Strategies**

- Use print and electronic media to publicize the intent and schedule of the project, and identify interested campus constituencies
- Provide periodic updates via various media (print and electronic media, and large and small group meetings)
- Use town hall meetings, special workshops, college-level faculty meetings, web sites and blogs to present work in progress and obtain feedback from stakeholders
- Use the Advisory Committee to evaluate stakeholder opinions and to communicate recommendations to the Executive Committee
- Ensure that campus constituencies receive appropriate feedback regarding decisions and directions given to the consultant so that the dialog between the planning team and campus constituencies moves forward as the process unfolds

## Phase I (December 2008-April 2009)

Consultant receives and reviews

- maps, plans, reports, data, historical background information
- Advisory Committee Vision Statement
- campus and college strategic plans
- student photo log
- joint development/mixed-use opportunity evaluation

Consultant conducts Visioning/Benchmarking Workshop with Executive Committee

Consultant conducts Stakeholder meetings

- **Advisory Committee**
- Core Committee
- Deans Council
- Executive Committee
- Chancellor
- UIC Medical Center Leadership
- Illinois Medical District Executive Director

**Advisory Committee** sponsors Open Forums/Town Hall Meetings

Facility and Space Planning conducts electronic input forum

CUPPA may sponsor MUPP project course including surveys, focus groups, open meetings, blogs

Consultant Conducts Issues/Opportunities Workshop with Executive Committee

Facility and Space Planning reports Issues/Opportunities Workshop findings to Core Committee and **Advisory Committee** for information and reaction

Facility and Space Planning provides feedback to Executive Committee regarding Core Committee and **Advisory Committee** points of view

Executive Committee provides guidance and direction to consultant regarding any controversial Issues/Opportunities findings

Consultant synthesizes findings and conducts Phase I Review Workshop with Executive Committee

Consultant develops draft Phase I Report

Facility and Space Planning distributes Draft Phase I Report to **Advisory Committee** and Core Committee for reaction and comment

Executive Committee considers report and **Advisory Committee** and Core Committee recommendations, and gives direction to consultant regarding finalization of Phase I work

## **Phase II (May 2009-September 2009)**

Consultant develops three alternative concept plans in response to campus input and findings of Phase I process

CUPPA might sponsor MUPP summer session course/internship focused on presentation and discussion of work in progress

Consultant conducts Alternatives Review Workshop with Executive Committee

Advisory Committee hosts Open Forums/Town Hall Meetings to gauge campus reaction to alternatives and collect input for making recommendations to Executive Committee

Executive Committee reviews Advisory Committee and Core Committee recommendations and provides direction to Consultant

Consultant Prepares draft Phase II Report

Facility and Space Planning distributes Phase II Report to Advisory Committee and Core Committees for review and comment

Facility and Space Planning provides feedback to Executive Committee regarding Core Committee and Advisory Committee points of view

Executive Committee considers draft Phase II Report and provides direction to consultant regarding preferred alternative and finalization of Phase II work

## **Phase III (October 2009 – July 2010)**

Consultant details various approaches for elaborating on preferred concept plan and conducts Preferred Concept Plan Alternative Options Workshop with Executive Committee

Advisory Committee hosts Open Forums/Town Hall Meetings to gauge campus reaction and collect input for making recommendations to Executive Committee

Executive Committee reviews Advisory Committee and Core Committee recommendations and provides direction to Consultant

Consultant prepares Informational Presentation for BOT review and comment

Consultant continues refinement of preferred plan, responds to any BOT directives, and prepares Draft Final Report and Executive Summary

Advisory Committee, Core Committee and Executive Committee review Draft Final Report and proposed Final BOT Presentation

Executive Committee considers recommendations of Core Committee and Advisory Committee and provides direction to consultant for finalizing project report and BOT presentation