# UW-Madison Administrative Excellence Advisory Committee Meeting

**Date:** Thursday December 6, 2012  
**Start/End Time:** 10 am to 11:30 am  
**Location:** 260 Bascom

**Purpose of Meeting:** Administrative Excellence Advisory Committee Meeting

**Advisory Committee Attendees:**  
Brad Barham (Chair), Mark Bugher, Irwin Goldman, Heather McFadden, Anne Mekschun, Erik Paulson, Bethany Pluymers, Julie Underwood, Tamara Walker  
Ex Officio: Bill Elvey, Martha Kerner, John Krogman, Bob Lavigna, Bruce Maas, Kim Moreland  
Invited Guests: Provost Paul DeLuca, Vice Chancellor Darrell Bazzell, Dan Koetke  
Staff: Alice Gustafson, Scott Hildebrand, Eden Inoway-Ronnie, Maury Cotter  
Huron Consultants: Adam Fennel

**Anticipated Absences:** Tamara Walker, Kim Moreland (represented by Bob Andresen), Provost DeLuca

## ----- AGENDA -----

<table>
<thead>
<tr>
<th>TOPICS</th>
<th>WHO</th>
<th>TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>Welcome, Agenda Review &amp; Announcements:</td>
<td>Brad</td>
<td>5 minutes</td>
</tr>
<tr>
<td>Update on Email and Calendaring Team</td>
<td>Dan Koetke</td>
<td>20 minutes</td>
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<tr>
<td>Update on Other Teams</td>
<td>Alice</td>
<td>30 minutes</td>
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<tr>
<td>Update on Resource Allocation</td>
<td>Alice</td>
<td>20 minutes</td>
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**Next meeting:** 10 am Thursday, January 3, 2012  
**Room:** 260 Bascom