Welcome, Agenda Review, Announcements
Brad Barham welcomed the Advisory Committee. He said the committee will hear an update on the initiative from Alice Gustafson and then follow that with discussion. Just as Alice began her discussion, Interim Chancellor David Ward arrived to thank the Advisory Committee for its efforts during the past two years. The Chancellor noted that Administrative Excellence was already in motion when he arrived in July 2011, but he said he was very interested in sustaining it. He concluded his brief remarks by saying, “The shortness does not reflect my level of appreciation.”

Final team updates – quick scan
Starting with activity in April 2011, Alice reviewed Administrative Excellence accomplishments over the past two years. She reviewed the timeline and the process for prioritizing opportunities/initiatives. Alice noted the transition from Phase I, when the Huron Consulting Group was heavily involved, to Phase II which placed greater emphasis on the work of UW-Madison teams. Her summary of the status of implementation included the following:

- Closed projects – Enterprise IT Decision-Making Current State, Policy;
- Implementation – Strategic Purchasing, Enterprise IT Decision-Making Future State, Data Center Aggregation, Email and Calendar;
- Pilot – Instructional Space;
- Repositioned – Resource Allocation;
- Future – Conference Event Planning.

Alice also discussed next steps for various initiatives, including the transition of Strategic Purchasing initiatives to the business owner, an operational plan for Enterprise IT Decision-Making, a migration plan for Email and Calendar, and building a database for an instructional
space inventory.

**Closing comments from Steering Committee representatives**

Steering Committee members discussed various ways to measure the success of Administrative Excellence. Julie Underwood said a major component of the Advisory Committee’s work was to help create a culture of change on the campus. If the initiative and committee have helped create that culture, committee members should consider this a success. Bethany Pluymers asked if there have been quantifiable savings resulting from the initiative. Alice responded that there is some initial data, primarily in the strategic purchasing area. John Krogman noted that some areas will require short-term investments before savings are achieved. Provost DeLuca said there is much to be proud of with respect to Administrative Excellence. He said metrics associated with each project will be highly variable. Bruce Maas thanked Brad Barham for the excellent job he did as Advisory Committee chair. Other committee members agreed. Erik Paulson urged the continuing involvement of students in the implementation of various initiatives. He said this involvement should include a continuing engagement of student governance.

**NEXT MEETING WILL BE:**

This was the final official meeting of the Advisory Committee.