February 20, 2012

Dear Administrative Excellence Email and Calendaring Team Members,

As you know the Administrative Excellence project teams are an important part of recommending a new administrative future for the institution. We are asking you to think boldly and believe in your ability to undertake great change. Your work is difficult but very significant. There will be times when you encounter a current activity or policy on campus that may hinder or complicate your deliberations beyond our current state. Our message to you today is to continue to think, act and problem solve as if all things are possible.

Specifically, we understand that the IT Email and Calendar team has come across this type of challenge. Namely, that several of you may have concerns about the current work to migrate campus to a new calendaring system. Let us assure you that this critical migration is a solution to mitigate a significant pending failure of the current system. This solution is not considered the final solution, but rather a significant action to reduce a serious threat while allowing adequate time for appropriate deliberations yield a final broad solution for campus.

As a result of this action, we will potentially need to ask campus to move to a new calendar system twice in a short amount of time. We trust campus will understand the short-term “bandage” is different than the long-term move to a new institutional calendar system. This is not intended to be the final solution. We understand your concern and hope our message today provides the clarification for you to continue to move forward on your important work.

We are committed to providing guidance and support as you seek solutions to streamline and modify current practices that will benefit our university. Thank you for your efforts on behalf of UW-Madison.

Sincerely,

Paul DeLuca  
Provost

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Vice Chancellor for Administration

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