



Administrative Excellence

UNIVERSITY OF WISCONSIN-MADISON

Shaping our Future

Project Team:	Administrative Excellence Work Team Project Meeting Agenda	
Date / Time:	IT – Email and Calendar Consolidation	
Location:	Wednesday 03/07/12 9:00 – 11:00	
Attendees:	Room 67 Bascom Hall	
	Chris Holsman, Bobby Burrow, Eric Straavaaldsen, Louise Root-Robbins, Lisa Walters, Carl Vieth, Jon McKenzie, Rhonda Davis, Chris Slatter	
----- AGENDA -----		
TOPICS	WHO	TIME
Welcome & Updates		5
Review Email Administrator Survey	Eric / Bobby / Carl	45
[BREAK]	All	10
Scenarios Discussion Financial Model Vendors	Chris S. / All	45
Business Case	All	10
Team Discussion – Next Steps Use case survey results analysis	Chris S.	5