I. Welcome and Introductions: Julie Suess presented for Derek Masseth, who was unable to attend.

II. Julie gave a PowerPoint presentation:
   - Recap of what UAConnect is and the purpose of the Guidance Committee.
   - Review of resolved and unresolved issues.
   - Review of the project timeline.
   - A summary of the test phase.
   - Information on the next meeting and how campus can provide feedback.

III. Members of the audience asked the following questions:
   Q: What will AstraSync (the utility that can sync mobile devices to UAConnect email and calendaring) cost UA users?
   A: The cost is $49 per user per year. UA users can receive an additional 10% by registering using their UA email address. More details will follow in announcements to campus.

   Q: What is the best way to manage student employees’ accounts, given the turnover from semester to semester?
   A: The best solution is to establish generic student accounts (student 1, student 2, etc.) that can be reassigned each semester with new passwords.

   Q: How long does it take for Microsoft to process Special Requests to forward email? Can departments submit batch requests?
   A: Batch requests are acceptable, and Microsoft has committed to provide forwarding within a few days.

   Q: Is it better to use distribution lists or to obtain departmental accounts?
   A: In many instances, distribution lists may provide a better solution.

   Q: How much control will departments have over migration dates?
   A: Migration dates have not been established yet, but departments are welcome to provide input via the project site if our proposed dates coincide with department events, grant deadlines, etc. The “window of opportunity” will remain open for a reasonable period of time so that staff and faculty who are on vacation or leave can migrate after the department date.

IV. The meeting concluded with an invitation to the next regular Guidance Committee meeting, which will be held at 2:30, Tuesday, October 12 in the SUMC Ventana Room.