I. Introduction
   a. Julie introduced the project.
   b. A few people asked: “What is UAConnect?”

II. Items Resolved
   a. Migration strategy for Meeting Maker
      i. Data will not be migrated
      ii. Room accounts will be created
         1. *Question 1*: What do you mean by “offices and rooms”?
            a. *Answer 1*: This refers to rooms that are already in Meeting Maker.
         2. *Question 2*: We have an advising schedule for which we have been using Meeting Maker. Can we still do this in UAConnect?
            a. *Answer 2*: UITS sent out an email about special resources that are managed through Meeting Maker. If you did not send an email about this, please contact...
Patti F. to confirm the migration situation with that special resource.

iii. Non-room resources are generally not supported in UAConnect.
iv. Migration for Meeting Maker users opened 11.8.10.

b. Mobile device synchronization
   i. CIO is funding AstraSync for faculty and staff.
   ii. Documentation for AstraSync will be available online.

c. DSVs and Departmental Account
   i. Proactive renewal will be required.
   ii. Departmental accounts will potentially experience a name change to standardize naming conventions; emails will be forwarded from existing accounts.

1. Question 3: Whose names will change?
   a. Answer 3: Some departmental accounts will need to change their naming convention. Each departmental account will need a unique account name.

2. Question 4: What is DSV?
   a. Answer 4: Departmentally sponsored visitor.

3. Question 5: Are the new departmental account names going employ acronyms like “SU” for student union?
   a. Answer 5: Yes.

4. Question 6: Can DSV names be changed at a later date, such as those for student employees?
   a. Answer 6: We will have guidance for you soon.

5. Question 7: Audience member works in Psychology. Students need to share calendars with faculty and staff. What is a “neat way” of calendaring with students?
   a. Answer 7: UITS will get back to this person about particular students. However, UITS stressed that staff/faculty accounts will “be set in stone.”

6. Question 8: What is the workflow for reviewing departmental accounts?
   a. Question 8: UITS will send out an email on this subject. UITS is still working on some final touches of the procedures.

7. Question 9: What is the timeline for share folders? Will it be the same as departmental accounts?
   a. Answer 9: There are no more “shared folders.” If you still need that functionality, UITS work with you to move them into the new system.

d. Student employee accounts
   i. Most student collaboration will be possible using UAConnect in conjunction with Google Apps.
ii. Recommend requesting DSV accounts if they have students who need to manage a calendar.

e. Mailbox forwarding
   i. Requires a service request
      1. *Question 10*: Does that mean that forwards will not be brought over?
         a. Answer 10: No, they will not. Forwards will have to be recreated through a request.
      2. *Question 11*: Is WebMail going away?
         a. Yes, eventually. You will no longer be receiving new email in your WebMail account.
      3. *Question 12*: What if you have CatMail? Will you lose your CatMail account? (Audience member is a student and a staff member.)
         a. Answer 12: Your CatMail will always be there. If you are staff, you will be receiving a UAConnect account and you will no longer get email via CatMail.

f. Email identities
   i. No send as capability at this time. No alias. You will send from your NetID. You can still receive via an alias.
   ii. *Question 13*: Some ideas have been proposed to get around this alias situation. Have you tested any of these ideas?
      1. Answer 13: UITS is testing those ideas right now but has nothing to report at this moment.
   iii. *Question 14*: Have you placed a feature request with Microsoft about aliases?
      1. Answer 14: UITS has expressed a need for this functionality, and Microsoft has expressed that others have the same request. At this time, UITS cannot report that this functionality will be available in the future.
   iv. *Question 15*: If you change departments, does your email change?
      1. Answer 15: No.

III. Items Outstanding
a. Accounts for retired staff
   i. Still making decisions on this issue; when UITS has information to share, it will report it.
   ii. Julie asked if anyone had concerns about this issue. No one responded.

b. Scheduling for departmental migrations
   i. Users can opt in for 11.15.10 migration.
   ii. Departments must coordinate with UITS.
   iii. Departments who do not opt in will be assigned a migration date range by UITS.
   iv. All accounts will be migrated by the start of spring semester.
1. **Question 16**: Audience member sent in request of all users who will like to migrate. Will he/she get a response?
   a. Question 16: Department IT person has to ability to upload their “own stuff.” Each user has to activate the account from the webpage.
   b. Follow-up Question: So I will not get a confirmation back?
      i. Answer: Yes, you will. UITS has just not gotten to it

2. **Question 17**: Will that activation webpage allow for groups? We have 15-20 distribution groups ready to go that webpage will not allow.
   a. Answer 17: Distribution groups would have to migrate via CatNet into the cloud. UITS has no idea how to move from Group Wise.
      i. Follow-up Question: Would those lists to be available to everyone?
      ii. Follow-up Answer: You can either hide those lists from GAL or make them visible in GAL.

   1. Follow-up Question: Then we should change our names on some of those groups then?
      a. Follow-up Answer: Yes.

### IV. Timeline

a. November: start of campus deployment/ brownbag, training sessions
   i. UITS and FSO are already in UAConnect
   ii. Campus IT staff can be in UAConnect.

b. December
   i. Continue campus deployment brown bag training sessions.
   ii. Dec 23, Meeting Maker is taken offline.

c. January
   i. Finish central server migrations/continue brownbag training sessions.
   ii. 1.13.10 UAConnect will be the official calendaring for the campus

d. **Question 18**: Does this mean that everyone must have Outlook?
   i. Answer 18: No. The best experience is in Outlook 2010. But you can use any client.

e. **Question 19**: Are IMAP and POP still supported?
   i. Answer 19: Yes

f. **Question 20**: You said that UAConnect is the “official calendar”? What does that mean?
   i. Answer 20: Users will no longer to be able to use Meeting Maker. Room resources will be taken offline. Users should be building all of
your meetings in UAConnect environment. It’s not a policy statement any more than Meeting Maker is the official calendar today.

g. **Question 21:** Is BQS the same? What is the best resource page for BPOS?
   i. **Answer 21:** Client perspective will be the same. There will be hyper links on site license

h. **Question 22:** Can you transfer people in the groups and favorites and such from Meeting Maker?
   i. **Answer 22:** No, users will need to rebuild favorites again. Users will have to share calendars. It should be said that it is not just Meeting Maker issue. Any calendar has the same limitations in terms of migration.

i. **Question 23:** Will the training sessions be in just Outlook?
   i. **Answer 23:** There will be three brown bags: one on advanced Outlook, one on Entourage, and one on web access.
   ii. If anyone thinks that there are a lot of people who need training on Thunderbird, etc., let UITS know. Right now, there are no plans for this training.

j. **Question 24:** Is Outlook for Mac available through a site license?
   i. **Answer 24:** Yes.

1. Follow-up Question: Audience member suggests changing the FAQs to reflect the Mac recommendations. UITS responds that Microsoft has not declared Outlook 2011 the recommended client of choice with BPOS yet; they haven’t finished vetting issues. Anecdotally, people on Macs in the pilot using Outlook 2011 like the features.

k. **Question 25:** If IT managers pick a date for migration, is there any reason why they can’t migrate people for them?
   i. **Answer 25:** IT managers can manage the migration any way you see fit.

   1. Follow-up question: Is there a timeframe for migration—week or two weeks?
      a. **Answer:** No, there is just the Jan 12 deadline. UITS realizes that every department has different time frames.

l. **Question 26:** Audience member sent an email about migration November 22, but he/she has not heard anything. Is everything ok?
   i. **Answer 26:** Yes, everything is fine. Yesterday was the first day, so UITS will get back to you soon.

   1. Follow-up question: Do we have UITS support for migration? Or is it our IT people?
      a. **Answer:** EMSG is part of the support—those folks will be planning the rollout.

m. **Question 27:** Is the Meeting Maker migration separate from the email? Do users migrate email at the same time?
i. Answer 27: Yes, users have to have a UAConnect email account for calendaring.

n. Question 28: Audience member wanted to know about the January 12 deadline.
   i. Answer 28: It was requested that campus be out of the UITS hosted email by the beginning of the spring semester. Audience member said that a lot of people are not going to like that. UITS explained that there is a lot of focus to get off the current email system because the servers are very old. An audience member said, “my email sucks now, so get us over as soon as possible.”

o. Question 29: Audience member migrated. Are Mac users stuck with the light version online?
   i. Answer 29: Yes, Mac must use OWA Light until summer or late spring when Microsoft upgrades the cloud server. Then you will get a full-featured browser interface.

p. Question 30: Is there a problem with Thunderbird?
   i. Question 30: IMAP and POP are supported. Microsoft is supposed to turn them on. We will make sure it gets turned on.

q. Question 31: With share calendars, audience member is getting an error message because of permission settings.
   i. Answer 31: There is a difference between offline address book and the GAL; UAConnect does not support sharing offline. Check the GAL. Users can set the GAL as primary default. UITS will make sure instructions on how to change the defaults are on the FAQs.

r. Question 32: Where are the FAQs?
   i. Answer 32: They are on the UAConnect webpage.

s. Question 33: Can users send IMAP issues to that page?
   i. Answer 33: Please send IMAP issues to Patti F.

 t. Question 34: If users want to create our own department contacts list, can they make them available to all users?
   i. Answer 34: Users could do this on local client by creating a new folder, create contacts, and share it with the people you want to share access.
      1. Follow-up Question: It will send external and internal, right?

u. Question 35: Audience member had a Blackberry set up question. Can users continue to use BlackBerry with the Internet service with IMAP with emails? Audience member explained that she currently converts everything into Gmail to synch.
   i. Answer 35: UITS clarified the process that the user was using and concluded that her process would continue to work just fine.

v. Question 36: With mobile devices, does it push emails?
   i. Answer 36: Yes, ActiveSynch does push.
V. Feedback and next meeting
   a. Next meeting is on Tuesday December 7, at 2:30 in the SUMC Sabino Room.
   b. Visit uits.arizona.edu/uaconnect for more information.
   c. Contact Net Managers and IT staff.

VI. Adjourned at 3:05pm