

Via E-mail

August 2, 2007

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UNIVERSITY COUNSEL BLAIR  
DIRECTOR EDWARDS  
EXECUTIVE DIRECTOR FARLEY  
ASSOCIATE VICE PRESIDENT AND UNIVERSITY LIBRARIAN GREENSTEIN  
ASSOCIATE VICE PRESIDENT HAFNER  
DIRECTOR JEFFERDS  
ASSOCIATE VICE PRESIDENT REESE  
DIRECTOR SAMPSON  
DIRECTOR WEISS  
DIRECTOR YASTISHAK

Dear Colleagues:

In my letter to UCOP Vice Presidents on [July 16, 2007](#) (attached), I discussed our plans for Information Resources and Communications to expand its provision of IT services to Oakland-based UCOP staff. I also mentioned my intent to convene a UCOP steering group to successfully guide this transition, to ensure appropriate service levels and to address future UCOP IT enhancements. I would like to invite you to join this UCOP IT Planning Group, which will:

- ensure the successful implementation of the new end user IT support model
- guide future phases of UCOP IT consolidation
- review ongoing requirements for UCOP departmental IT support staff
- identify opportunities to converge IT-based platforms and services in UCOP departments
- envisage UCOP's future IT requirements and strategies to address them

Please confirm your willingness to participate in this group to Kris Hafner, Associate Vice President-Information Resources & Communications, who will convene the group to review the initial project plan to implement the new IT departmental support model. Please let her know your availability on **Thursday, August 30**, from 3:30 p.m. to 4:30 p.m.

Thank you.

Katherine N. Lapp