

Via E-mail

August 2, 2007

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EXECUTIVE DIRECTOR FARLEY
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DIRECTOR JEFFERDS
ASSOCIATE VICE PRESIDENT REESE
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DIRECTOR WEISS
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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