

Subject: Support Services Minutes
Date: July 28, 2009

Attendees: Patty Itchoak, Jane Vohden, Brian Brubaker and Ginny Schlichting

- I. Estimated work hours needed to accomplish the changes we submitted for UAOnline Faculty Appointment Screens to EAS on July 14, 2009:

Jane Vohden estimates about 200 hours to complete the changes. With their current workload – realistically – would not expect it until Spring 2010.

- II. Task Request priorities:

We have 3 in our queue. The UAA Medicat Extract is listed under ours, but not sure why. The other two are all the updates we want done on UAOnline that will take the estimated 200 hours to complete. The team wants these to be high priorities for us.

- III. Other:

- **What other items can the team be working on?**

Brian mentioned the Office Hours in UAOnline and being able to track academic petitions before they have become final.

Soliciting more members to the team; Ginny was going to speak to the academic advisor area at her campus on this and Patty was going to check with Vara Allen-Jones on her area involvement.

- IV. Next meeting August 11, 2009 at 11am

- V. Meeting adjourned.