Email Upgrade Task Force Meeting  
November 27, 2012  
8:00 a.m., Union 207

Participants: Rob Caffey (co-chair), Steve Coulson, Don Crawford, Bill Chestnut, Eric Dover, Seth Galitzer, Rebecca Gould (co-chair), Larry Havenstein, Brian Lindshield, Anne Longmuir, Josh McCune, Melissa Morris, Lisa Shubert, Theo Stavropoulos, Steve Waldron, and David Williams

1. Calendar demo. Seth Galitzer will provide a demonstration of Google Calendar and David Williams will provide a demonstration of MS Live 365 for a group of approximately 12 select power users on Friday, November 30 at 9:30 a.m. in Nichols 234. Eric Dover will provide backup and take notes. An open demonstration will be scheduled for the week of December 3.

2. Survey. Brian Lindshield and Rebecca Gould developed a draft survey for review and editing. The survey will be distributed on Thursday, November 29, to three separate audiences: faculty, staff, and students. Analytics for each group will be gathered. The edited survey can be found at http://www.k-state.edu/its/emailupgrade/data/emailsurvey.pdf

3. Attorneys are checking on the requirement of storing data in the US.

4. Live 365 Pros:
   • HIPA compliant
   • Tight integration with MSOffice
   • Text moved to the web retains formatting – what you see on your desktop is what you get
   • Good native integration with MS Outlook
   • Slower learning curve for Zimbra users
   • Side by side calendars
   • Lync IM
   • Collaboration and sharing is stronger than Google
   • Can be hosted on campus

5. Live 365 Cons:
   • The version we would adopt is not yet available.
   • Requires that administrators set up groups
   • Current production product is very slow
   • Uses SharePoint not SkyDrive
   • Lync doesn’t work as well for web conferencing.
   • MSN Live 365 is distributed across fewer data centers, so there could be more down time

6. Discussion point for next meeting: In the final recommendation will the task force oppose supporting several solutions?

7. The next meeting is scheduled for 8:00 a.m. on December 4 in Union 207.