

Lake Winnebago Region Restructuring
 Project Decision

Originating Work Group or Department:	Marketing & Branding; Culture & Identity
Date Submitted for approval:	August 21, 2018
Decision Title:	Email Communications from UW Oshkosh to Access Campuses

Recommended Decision

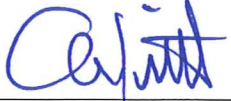
Email distribution lists for specific groups of employees at UW-Fond du Lac and UW-Fox Valley will be established and posted on the UW Oshkosh website with other campus email lists: <https://kb.uwosh.edu/page.php?id=63047>. These access campus email distribution lists will be moderated and will follow the same guidelines for use that are in place for similar UW Oshkosh campus lists.

Background

Sending emails from UW Oshkosh leadership to specific groups of employees at UW-Fond du Lac and UW-Fox Valley has been challenging because the three campuses are currently on different email platforms. Email distribution lists will be created for specific employee classifications at UW-Fond du Lac and UW-Fox Valley: All Employees, Faculty, Non-Instructional Academic Staff (Professional Academic Staff), Instructional Academic Staff and University Staff by Sept. 30, 2018.

Next Steps

Determine processes needed to create UW-Fond du Lac and UW-Fox Valley email distribution lists with UW Oshkosh Information Technology, develop lists for access campuses in specific employment categories, assign moderators for lists, post lists to UW Oshkosh website, communicate new process to use lists, update lists regularly.

Martin D. Rudd 

Signatures

- I accept this recommendation
- I do not accept this recommendation

Martin Rudd
 Regional Executive Officer and Dean
 UW-Fond du Lac and UW-Fox Valley

Date: 09/12/2018

- I accept this recommendation
- I do not accept this recommendation

Andrew Leavitt
 Chancellor
 UW Oshkosh

Date: 9/13/2018

Comments

I will develop a pathway to let the UW Oshkosh faculty / staff / admin know that this pathway is now open and tested