
**Eastern Connecticut State University
Web Policy and Review Committee Minutes
November 19, 1999**

The meeting was called to order at 9:15 a.m. In attendance were:

- Steve Frazier
- Patrick Fairbanks
- Mary Ann Doyle
- Ross Koning
- Julie Vecchitto

Not present:

- David Stoloff
- David Hemenway
- Amy Reynolds
- Orlando Eccheveria

1. Review of web site map;

Made some additional changes after input from P Fairbanks, MADoyle, RKoning; discussion of departmental name changes. Need to implement changes as soon as possible discussed. WWW front page loads too slowly, is confusing for visitors, and fails to list some departments. P Fairbanks pointed out that current configuration doesn't mention students at all. A specific request from Dean of Arts & Sciences to have equal footing with other schools must be implemented. This must happen before entire site map is revised, which can't happen without a full-time webmaster in place because of the large disruption to web links that will occur when the new site map is adopted.

MOTION: For the immediate future, convert slow-loading graphic arrangement to a table with hyperlinks, and add school of arts and sciences to front page to equalize treatment of departments. *Motion approved.*

MOTION: Change On-Line CSU link on front page to read "On-Line Courses" to

reflect courses both at ECSU and through CSU. *Motion approved.*

2. Discussion of web and LAN services specialist position
Reviewed and discussed position description. Job description as written is more than full-time. Revised position description, with changes discussed by WOC, will be sent to Dr. Pernal with

a) memo explaining how lack of full-time webmaster has set ECSU back in comparison to competitors, and

b) job descriptions and ads from other colleges and universities, including SCSU, to indicate scope of webmaster duties at other schools.

3. Discuss need for simpler web address
Current name is too long, and none of the other 3 CSU campuses are using the full address. Recommendations for optional names were as follows:
ects.edu; ect.edu; ecsu.ct.edu; easternct.edu. These DNS addresses should be aliased both with and without www prefix to make access to the ECSU site easier.

MOTION: WOC recommends a shorter alias for our domain name be implemented by January 25, 2000. Addendum to MOTION: send memo to Dr. Carter or designee requesting a domain name change to make the web site more user-friendly. WOC requests that the President take action on this request with the CSU System Office. Motion as amended approved. J Vecchitto will send memo to President.

4. NEW BUSINESS

a) Notation was made that minutes of WOC's last four meetings are not on web site. Members present agreed that minutes needed to be publicly displayed, and that this would be accomplished through a link off Section XI of the Web Policies page on the site.

MOTION: Make formalized, numbered minutes of meeting

proceedings for
current and previous meetings and link to site. Motion approved.

b) As members reviewed Section XI of the Web Policy on the web site, it was noted that there is no current link to the WOC chair to lodge comments or complaints.

MOTION: Add a mail-to link to the Web Policy Review Committee Chair to the official home page as well as to Section XI of the Web Policy. Motion approved.
