

Minutes of Web Policy and Review Committee Meeting; July 21, 2006

Present: Ed Osborn, Kevin Gill, James Winner-Arroyo, David Stoloff, Mike Berlin, David Oyanadel

Old Business:

1. The committee approved the February 24, 2006 minutes.
2. Kevin Gill reported that we have purchased the Lift Text Transcoder service; in approximately three weeks, the service will provide appropriate lines of code to insert into page codes to ensure accessibility.
3. Kevin reported that he purchased 30 copies of Contribute 3 and has about 25 left for distribution to departments that want to use Contribute to easily add content to pages using University templates.
4. Ed Osborn indicated that Chris Dorsey is the Admissions Office's representative to the committee. In addition, Anne Dawson is seeking a representative for Visual Arts; Tasneem, and Ed will check with SGA on Tyler Knotts' (Student) interest in joining the committee.

New Business:

1. Consensus was reached that not only does Eastern not allow any links to commercial ventures, but given this policy, also will not add corporate logos (with or without links) to the University's site.
2. Ed Osborn and James Winner-Arroyo led the committee through a review of the new website design. Some typos were noted to be fixed. Consensus was that the site is very attractive and easy to navigate. "Good real estate management" was one remark. The possibility was raised of enlarging the type on the left-hand menu of constituencies. One member asked about including athletics on the top, vertical menu. (Note: 2 of the other 3 CSU schools also have athletics at the top, as do many other colleges and universities.) Ed noted we can watch for any other comments in this regard when we go live with the test site.
3. The committee was asked to review the online survey created by Kevin Gill.
4. Following review by top administration, a potential roll-out timeline could be:
 - a. Internal testing/survey results: August 1-September 15
 - b. Go Live to the world: September 15
5. Communications: Committee agreed we should send out WebNotes prior to each of the two events listed in #4.

Next Meeting: Sometime in late August/early September.