

**The University of Southern Mississippi**  
**Meeting Agenda**

Meeting: Web Committee	Date: Jan. 18, 2007
	Time: 11 AM – 12 Noon

Chair: Margie Jepson, Director, Marketing and Public Relations  
Vice chair: Allan Edgar, Web Manager, Marketing and Public Relations

Alumni - Jim Coll Foundation - Sharon Meyers Steven Turner – Libraries Judy Isbell – Gulf Coast Angela Kilcrease - Arts and Letters Faculty Senate – Bill Powell Staff Council – Wynde Fitts Student representative – Gene Gouaux Jason Lisovicz - Marketing and Public Relations	Recruitment - Kristi Motter Richard Baker - IDS Barbara Ross - Student Activities Scott Carr – Athletics Alvin Williams – College of Business Dr. Pood - Communications perspective Paige Strickland - ITech Karen Lott, Office for Disability Accomodation
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***Our Vision***

The University of Southern Mississippi will be a leading university in  
engaging and empowering individuals to transform lives and communities.

Agenda Item	Presenting	Time	Notes
1. Welcome Happy 2007!	Margie	2 minutes	
2. Update on Beta Site	Allan	10 minutes	
3. Next steps for the public site:  - Taxonomy Review - Templates - Prioritizing next areas to move to templates	Margie Allan		Next areas to move to templates: <ul style="list-style-type: none"> <li>• Gulf Coast</li> <li>• Graduate Studies</li> <li>• Undergraduate secondary page</li> <li>• College home pages</li> <li>• ITech home page</li> <li>• Your idea...</li> </ul> Prioritize <ul style="list-style-type: none"> <li>• 1-3</li> <li>• Then 4 - whatever</li> </ul>
4. Process overview:  Requesting a new site <ul style="list-style-type: none"> <li>• User process</li> <li>• Web process</li> </ul>	Allan		

<ul style="list-style-type: none"> <li>• Outsource process</li> <li>• Start date for process</li> </ul>			<p>Communicating the process to the campus</p> <p>- Web site for the Web team</p>
<p>5. Next steps/ Next meeting:</p> <p>February 15, 2007 Library 123</p>	Jepson	3 minutes	<p>What are the agenda items for the next meeting/action?</p> <p>Customer Agreements will be circulated via e-mail</p> <p>Template design review</p> <p>Other?</p>

## Web Council

*Jan. 18, 2007*

Dec. 4 launched beta

Comments:

40 positive out of 73

6 negative out of 73

10 couldn't find a specific link

3 comments on need a-z index improvement

4 comments on faculty/staff photo out of date

3 comments on intro paragraph

2 people said hard to read (by font size)

2 comments on don't like SOAR

2 requests to change out immediately

Still scheduled for launch for Jan. 24

Now got to consider how to bring colleges, schools and departments into the new look.

Taxonomy – just categories in which to classify information. Prioritizing next areas. Some areas are already on template in Beta site. Suggested out of level 2 area. Strategically, most important thing going on with the university other than the new president search. Coast is strategically most important to move on next.

Current undergraduate page has no significant information on it. Click specific to what year a student is.

Colleges: start with the college home page.

iTech has requested a new home page.

Allan: Working on a 4<sup>th</sup> level page to contain a lot more information. Working with immediate staff and Coast on developing that.

Review Web Site Process as end user, content coordinator, etc.

Web coordinators would serve as middle man with proofreader and iTech to set up accounts, etc. Agreement to uphold Southern Miss design and 508 compliance, etc. Control the amount of hands that access the Web server.

Myusm.edu – Lance

Job development for portlets. Top 25 portlets, IM, etc. Ranking and list but no specs for software development. Rebuilt job development and acclimated to Vignette. Would like to add value to myusm.edu. Make sure developers are busy.

Margie, Homer, Lance, Allan, met to discuss launch date of Vignette. Problem is before we can pull the whole campus in on Vignette – a form of identity management (LDAP), electronically to tell who you are and where you are. We need that to do work flow, can submit, check, approve, publish content. We need the LDAP piece to push Vignette out to all levels. Within a year, should have LDAP up, then we can start propagating. Year is when we can start getting sites in line. Evaluating simple CMS in the interim that will be a tool to enable people to make updates to their Web sites.

All the work can still be used once Vignette is up. Beta site set up in Vignette. When LDAP is ready, the design phase should be done. We're having to update two Web sites, the current one and the Vignette one.

SDR process – simple to tell what requirements you'd like for a portlet. Do workshops. Lance do lead to discuss in inservices. Making myusm.edu more useful and therefore more functionality. List of things people would like... got to finalize the specs. Can shoot documentation on developing SDR in peoplesoft.

Check on functionality for the Web site – interactive tools – and see what we need for planning.