

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

Meeting: Web Committee	Date: July 19, 2007
Location: COAL conference room	Time: 10 AM – 11 AM

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

Richard Baker - IDS
 Reagan Bridley – Student representative
 Jim Coll – Alumni
 Vince Fabra – Student representative
 Wynde Fitts - Staff Council
 Judy Isbell – Gulf Coast
 Angela Kilcrease - Arts and Letters
 Karen Lott, Office for Disability
 Accommodation

Sharon Meyers – Foundation
 Steven Moser – Arts and Letters
 Kristi Motter- Recruitment
 Bill Powell - Faculty Senate
 Barbara Ross - Student Activities
 Larry Morgan - iTech
 Steven Turner – Libraries

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!	Allan	2 minutes	
2. Public site designs / redesigns	Allan, Kristi	15 minutes	Redesign: 1. Admissions and Recruitment pages 2. Graduate Studies
3. Web server upgrade	Allan	15 minutes	iTech, Marketing/PR and Comframe. Discussion of the overall plan.
4. Web server access update	Allan	10 minutes	Email sent on 6/18. Deactivation scheduled for 7/18.
5. Other projects	Allan, Angela	15 minutes	Campus-wide calendar, blogs, Google appliance (search).
6. Next steps/ Next meeting: TBD	Allan	3 minutes	What are the agenda items for the next meeting/action? Other?

Minutes:

Larry Morgan replacing Paige Strickland on the committee.

Kristy Motter to show Admission and Recruitment pages. Skip down agenda till she arrives.

Allan to start with calendar. Replace Union calendar with a better one. Current doesn't have all the features we'd like. Now testing an open source php application that Va. Tech wrote. Angela has tested and its working well.

Major Development – Jason Lisovicz marketing manager – heading up important initiatives – blogs, videos, podcasts. Leaving. Allan to take on the new media side of Jason's job.

Union hasn't added all their stuff yet to the calendar.

Web server access: Comframe and iTech working on this. Thinking of doing it one way and realized that wouldn't work.

USM Web server located on one computer in Forest County Hall. Hardware issue and usm.edu would go black. Work with iTech to have a dual system with two servers that act as mirror images of one another – one goes down and the other can handle the full load.

Will need users to test their web spaces on the system. Will take quite a bit of work – will start communicating this.

There are currently 700 users on the Web site who can make modifications. The number hasn't been cleaned up. About 500 of them aren't at the university anymore or don't want to update sites. Just eliminate excessive numbers of users.

Blogs are going good. President Saunders is staying busy with hers.

Getting more flexible in design as you get farther away from the heart of the Southern Miss Web site. Looking to come up with process for working with users on this.

Quote from Google on internal search feature with hardware and all -- \$24,000 for much better searches.

A-Z index needs a lot of help. Logistics is to contact every department head and get them to update their information. Need to have more generic language in the A-Z index and less academic lingo that outside users wouldn't understand.

Ocean server status- Bill Powell answers that it was being replaced with another box – it might evolve to another box. Plan is to keep Ocean. Need to upgrade the server it's housed on.