

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

Meeting: Web Committee	Date: May 17, 2007
Location: Library, 123	Time: 11 AM – 12 noon

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
 Scott Carr – Athletics
 Jim Coll – Alumni
 Vince Fabra – Student representative
 Wynde Fitts - Staff Council
 Judy Isbell – Gulf Coast
 Angela Kilcrease - Arts and Letters
 Jason Lisovicz - Marketing and Public Relations

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
 Paige Strickland - 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 <ul style="list-style-type: none"> • Gulf Coast pages are online • College of Arts & Letters online 	Allan	10 minutes	Next areas to move to templates: 1. Southern Miss Online 2. College home pages 3. Recruitment pages for Hattiesburg and Gulf Coast
3. Vignette update	Allan	10 minutes	
4. Web server backup	Allan	10 minutes	Estimated delivery: one month
5. Web server access update Ocean	Allan	10 minutes	576 out of 682 users haven't logged-in in over a year
6. Next steps/ Next meeting: June 21, 11 AM Library 123	Allan	3 minutes	What are the agenda items for the next meeting/action? Other?

Web Committee Minutes:

Web Committee Meeting

Allan Edgar called meeting to order at 11:05 a.m.

Smaller than normal group with classes out and vacations.

We've started moving sites to new template. Gulf Coast pages are up thanks to Judy and Lemuel.

The colleges are also high on the list. Arts and Letters have redesigned their page. The current COAL home page has a flash header. Question regarding Section 508 compliance. Should be OK.

The other colleges are eager to move into the new look as well.

The colleges will be doing their own – with the Web team.

Margie pointed out that these sites need to move into the new template quickly.

Vignette Update: Public Site meeting is held on a weekly basis on Wednesdays. Biggest issue is content submission portlet – tool to input content onto pages. The problem is with Weblogic – backend issue. Second biggest issue is that search as it is we wouldn't be able to search internal and external content at once. We're talking to Vignette this week about it.

The rest of the issues should be resolved within the next few weeks. We do not have a timetable at this time.

Web Server Backup – meeting held week and half ago with key players. Absolute urgent need for hardware backup for the Web server. We could recover the software within a 24-48 hour time frame. If the hardware fails, the Web site would be blank for who knows how long. We need to have backup hardware. Estimate is one month for getting servers in. They want to set them up in cluster environment in Forrest County Hall data center. Actually moving, installing, etc., should take total of one month by iTech.

This line item is to address redundancy. We're running an old version of php. If we just update we'll break what's out there. Determined that updating old php, mysql, os would be too cost prohibitive prior to instituting Vignette. Looking to total migration into Vignette.

Web server access update. 567 of 682 haven't logged on in over a year.

Allan: we need to send out a warning e-mail before terminating accounts that aren't being used. Will send out an e-mail giving these users 30 days to respond to have access terminated.

Ocean – the things we talked about earlier with new applications, they're not on the budget or priority – put it on new box and let it live. Where we need to spend resources are the things on priority list. Leave Ocean like it is till we can come up with better solution. Haven't heard any further resolution on that.

Lance: from the best of understanding, we're trying to figure out what the campus wants with it. At first, it was wide open. People could be using it for grades, syllabi, etc. We're meeting with academic folks to determine for what purpose they use it.

We're trying to assess before we make a proposal.

Bill Powell: several of us are meeting with Valerie to assess needs.

Lance: the comment of cutting off ocean produced some commentary and created some attention to the problem.

Bill: survey was in the works but this discussion speeded it up. Information needs to be coming out. We've been told there will be a new system for ocean. It was publicized.

Lance: Don't know ins and outs, but they are assessing the needs. The biggest thing is the tools.

Margie: the biggest thing is its not on the budget or priority list. If people are working on ocean, then they're being pulled from other projects. Everybody has lots of iTech needs and ocean needs to get on the priority list.

Steven: what's the process for getting on the priority list? Probably what they need to do is reconvene the committees and put it on the priority list.

Margie: when you look at funding, usm.edu is not on critical funding. We weren't listed as mission critical. That's wrong.

Bill: a lot of things didn't get funded through the system, Ad Astra, Web CT, didn't get funded but they happened.

Margie: we need a lot of things but we're not on that mission critical list.

Lance: I have 90 resumes for the vignette administrator and none of them are qualified. They'd need two years of training from the day they start. We'd offer 65,000 and they'd get 90,000 easily anywhere else. That's our problem.

Next meeting is June 21, 2007, Library 123 at 11 a.m.