

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

Meeting: Web Committee	Date: October 18, 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  
 John Hayman - Staff Council  
 Judy Isbell – Gulf Coast  
 Angela Kilcrease - Arts and Letters  
 Karen Lott, Disability Accommodation  
 Lance Blackwell - ITech

Sharon Meyers – Foundation  
 Steven Moser – Arts and Letters  
 Kristi Motter- Recruitment  
 Steve Oshrin - Faculty Senate  
 Barbara Ross - Student Activities  
 Larry Morgan - iTech  
 Steven Turner – Libraries  
 Aaron Green – Web team  
 Jay Gunn – Web team

***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	1 minutes	
2. Overview	Margie Allan	10 minutes	Redesign: 1. Home page 2. Graduate Studies  Queue for PR redesign: Recruitment enhancements Financial Aid Geography requested assistance
3. Web upgrade: Testing	Alan	2 minutes	Update
4. IT Governance: Access issue	Margie	3 minutes	Update on question from meeting
5. OCS discussion	Homer Coffman	15 minutes	Oracle Collaborative Suite
6. Accessibility for disabled users	Allan	15 minutes	Recommendation to for subcommittee
7. Directory	Allan	10 minutes	Discuss the need for a department directory
8. Next steps/ Next meeting: November 15, 10 AM CoAL Dean's Conf Rm	Allan	3 minutes	What are the agenda items for the next meeting/action? Other?

Minutes for Web Council Oct. 18, 2007

- I. Making general improvement to home page – spending time with Dr. Saunders and taking her observations into account and looking into her suggestions – tweaking here and there.

Jan. 22 will mark a year that we have the new navigation structure.

Objectives: get more things above the fold. Getting it a little bit tighter, fresher look consistent with some of the things Dr. Saunders has expressed.

Dr. Saunders liked the motion and moving. Five animations at the most to avoid slow down in loading.

Design suggestions from Glenn on stepping our way through freshening up the Web.

Boxing news – move tickets and athletics to footer.

Web stats, after home page, calendar is the most visited page.

Access OK with shtml, etc.

Meeting with group next Thursday on virtual tours.

Go to first transition on Monday. Time the final phase during break? Roll them out in three-week intervals.

Upgrade to Web server: testing going well. Week to two weeks before flip to upgraded server.

A recommendation from Lance Blackwell to purchase sitewide license for Adobe CS3 for 250 seats at \$93 per seat. Take it to IT Advisory for 250 seats – with an upgrade path in case CS3 is outdated quickly. Leave option open to IT governance to absorb cost or push it out to departments for interdepartmental. Kristi suggests that Margie put mention of this in her next report to IT governance as preparation for the proposal to come.

Accessibility for disabled users: create a subcommittee to discuss accessibility and bring recommendations to this group. Put together that committee and bring back to Web Committee.

Susie worried about accessibility for Office for Disability Web site – not sure how students are going to access pages on the Web site. Susie Hebert to ask to put disability students in the Quick Links. Perhaps put in popular links on Current Student page. Put it on left nav – link for Disability Services on there. Also put Disability Services on the left nav on Faculty / Staff page as well. Also put on left nav of major branch pages for audiences. Also put a hidden link on all template pages for Disability Accommodations.

People Directory vs. A-Z Index -- Quick Reference Directory now on the A-Z Index for quick lookups.

Next meeting Nov. 15 10 a.m. COAL Conf Room