

Web Oversight Committee

Meeting Minutes- January 5, 2006
3:30 to 5:00 PM, 1-360 Daley

Present: Peter Hepburn (minutes), Chieko Maene, John Shuler,
Wendall Sullivan, Lisa Wallis (chair)

Review of minutes from previous meeting

- No amendments

Survey data processing

- Coding of responses into three categories (design, service, innovation)
- Hepburn, Maene, and Naru have submitted results
- Some discrepancies between and even within categories
- Non-substantive comments ("good", "fair", "not really") can be dropped
- Coding is due to Wallis by January 19.

Content audit, part 1

- 4 responses to date
- Responses are due January 13

Content audit, part 2

- Wallis proposes asking page editors from the part 1 responses to evaluate pages under their jurisdiction; the task would otherwise be too great for the committee to tackle. Editors can archive pages as needed.
- They may use Dreamweaver or FTP (or other tools – these are likely the most common) in the process. The committee will provide a Webalizer link so that editors may use that tool as well.

- The committee needs to emphasize the importance of the task at hand and provide clear deadlines. Visible support from Library Administration would help.
- Part 2, then will consist of
 1. Examination of pages
 2. Archiving of dead pages
 3. Determination over active pages

The committee brainstormed ideas about what features and aspects of the Library's pages should carry over to the next iteration.

Committee members will continue coding of responses from the survey.

Part 2 of the audit will follow the first part.