

University Web Advisory Committee Meeting Minutes
Monday December 3rd 2007
Dumke Board Room, Eccles Broadcast Center

Members in Attendance: Ann Marie Breznay, Jill Brinton, Judy Kiel, Jennifer Logan, Jennifer Loudiana, Matt McLaren, Dan McMillan, Kim Miller, Paula Millington, Chris Pfeiffer, Mark Woodland

1. Welcome / Approval of the minutes of the last committee meeting:

The minutes of October 1st were approved with no changes.

2. Webmaster news and updates:

No statistical summary is available during the transition from WebTrends 4 to WebTrends 8, and into a Vignette served U home page. Top search query terms for November were provided. Chris and Jill gave a brief overview of the status of the WebTrends upgrade.

Jill gave a brief update of the Webmaster Orientation. Paula suggested considering more frequent webmaster training and support events. Jill would prefer to make more of the information available online. Ann Marie suggested a webmaster mentoring program. The committee discussed different roles for webmasters in a content management environment.

Paula updated the committee about the addition of links for Diversity to the home page.

Jill gave an update of new PCI compliance issues for e-commerce at the U. **Jill will**

send PCI compliance information to the committee for review.

3. Web Advisory Committee membership

Paula invited recommendations for Web Advisory Committee representatives to replace Wayne Peay, Gary Levy, and John Desha. Paula will also consider inviting the Dean of Students to join the Committee in addition to a student government representative who may only serve for a single academic year.

4. University Web Branding Initiative:

Mark had nothing new to report.

5. FY08 Budget, Initiatives in the IT Strategic Plan:

Paula provided an overview of the Integrated Information Technology Strategic Plan, and led a discussion of IT strategies and project plans at the U, including workplace architecture and user experience, and web content and data architecture.

6. Gartner Trip Report / High-level strategy planning:

Paula gave a brief report on her Gartner conference experience, and asked if people were interested in getting together for a high-level strategy session. **Paula will send out proposed dates and times.**

7. Content Management / Portal Project updates: