

WOC Meeting Minutes

02-15-2006

Present: Miriam Barkley, Robert Brown, Mike Byers, Richard Cox, John Eatman, Jason Fleck for Cindy Farris, Helen Hebert, Susan Hensley, Mike Hershberger for Dick Stewart, Bruce Michaels, Todd Sutton

Absent: Greg Grieve

Recorder: Sherri MacCheyne

January Minutes

No changes to January Minutes

Web3 Budget

The Web3 team has requested a budget of \$2500 for the Web certification program. A copy of the budget recommendations is attached. There was some concern by WOC members that this may not be enough, however, it is a good start. This would be an annual budget and would be split among the divisions.

Resolution: WOC approved this budget. Sherri MacCheyne will handle this budget line.

Action: Bruce Michaels, Mike Byers and Mike Hershberger will return to their respective vice chancellors to ask if the funds can be transferred.

Action: Sherri will set up budget line and request funds from the divisions. A copy of the budget document will be sent with the request.

Calendar Research and Recommendations

Web3 needs some guidance regarding the online calendaring system. What are the needs and desires for features to include, etc? Who is going to champion or fund this project?

Most universities have a homegrown calendaring system. It is a matter of hiring someone or having an internal program build it.

What is the WOC's purpose regarding these matters?

Resolution: The purpose of WOC is to prepare our respective VC's regarding funds needed for projects we deem appropriate and important.

Some WOC members are concerned with how much work we are pushing down to Web3. Is the web3 work taking priority over their departmental work? Web3 is comprised of volunteers.

Resolution: It is up to the web3 to distribute the work as needed and to assign subcommittees.

This is the third time the web3 has been charged with researching a calendar system. What can we do to ensure success this time? A document has been created. The process stalled as we were waiting for clarification on the public meetings law.

Action: Richard Cox to look for electronic copy of document and forward to the WOC committee.

Action: Miriam will email the legal department to see if a web calendar meetings the requirements of the open meetings law.

Action: WOC will review the document and determine if it meets the needs of the university and if additional analysis is needed.

Web Requirements

The Administrative Sponsors approved the website requirements. What are the next steps? The requirements are at www.uncg.edu/ure/web/uwst/.

Action: Miriam will notify previous class attendees of the new requirements.

Action: Mike H. or Dick Stewart will give requirements to their developers.

The WOC needs to set some criteria. “Cases will be on an ad hoc basis. Exceptions will be made only by extraordinary circumstances.” What are these circumstances? Do we “hunt” for websites not in compliance? We really need to communicate to the campus that August 1 is the deadline.

Resolution: A presentation needs to be made to the Dean’s Council and the Faculty Senate. The remainder of the WOC members need to spread the word to their respective VC’s and departments. It should be made very clear that we are mandating the requirements **not** the tool.

Action: Miriam will put a notice in Campus Weekly.

Content Management System

The WOC continued discussion for a Content Management System. We need to know how much money the university is willing to pay for this system. Can we propose the human power that would be saved with it?

ITS has recently purchased Contribute Publishing Server and several client software. Contribute could help manage all of the web pages. The cost for client software is around \$10, but, we could get it down to \$2-3/person for a site license.

There is some concern about the technical expertise needed for installation of the client software.

Once ITS has installed and tested contribute, a representative will bring recommendations to the WOC.

Portal

Further discussion took place regarding a portal for the university. It was determined that perhaps a Blackboard presentation to the WOC is needed.

Action: Geraldo will give a presentation of Blackboard capabilities.

Vendor Presentations

Helen has been getting requests regarding vendor presentations at WOC meetings.

Resolution: Vendor presentations are by invitation **only**.

Next Meeting

The next meeting will be held March 24, 2006.