

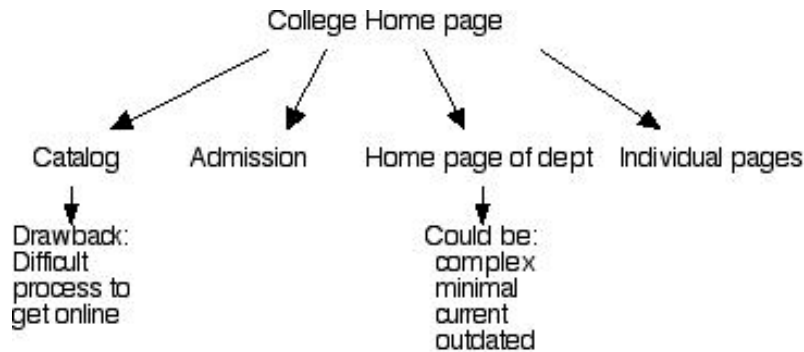
ISC
Meeting of 10/8/01
11:00, Burling IIF

Attending: Mark Miller, John Kalkbrenner, Mickey Munley, Leo Ivanov, Jim Swartz, Christopher McKee, Victoria Brown, Helen Scott, Todd Armstrong, Bill Francis, Lee Sharpe, John Stone, David Harrison, Bob Grey

Purpose of this meeting is to discuss the College presence on the www.

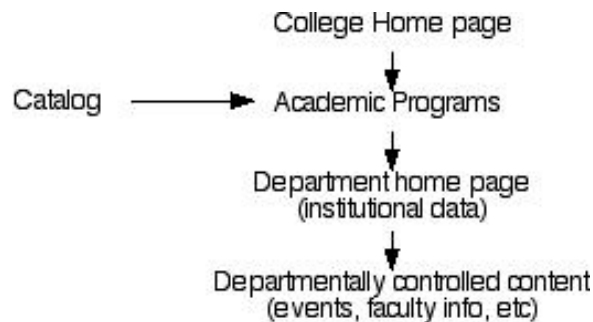
The web is increasingly important in recruiting faculty and students.

The current structure to find information:



Different versions of the same information are available in different places depending on who did the last update and when it was done.

Goal of new web tool:



ISC needs to look at educational goals.

- How can web be used effectively?
- How can technology support our educational vision?

Leo's approach as webmaster is very consultative—not finished product; he has been talking with faculty members and academic departments.

Converting all pages to a uniform system now will streamline the process for future updates.

The actual design of a website usually has nothing to do with how it functions.

It is possible to research server logs to see which pages are being accessed. This does not give demographic information about the user.

The wm and www servers will interact. Pages will be published to the wm server. The www server will automatically update from the wm server.

The webmaster can receive notice of old pages. He can then notify the department or office in control of the site to update as necessary.

Athletics and Facilities Management sites are completely converted to the new system. All coaches are using the tool to update the pages pertinent to their teams.

There are currently approximately 20 users of the new web tool on campus. Leo wants to limit the number of users to an amount he can personally attend to at this time. He wants to fix as many bugs as possible before distributing the tool to the campus as a whole.

Courses, syllabi, and scheduling have not been incorporated into the tool at this time. The tool will have a better interface with databases, making it easier for the Registrar's office to perform updates to their information.

The new tool acts as a shell. The outer borders are institutional: logo, navigation bars, etc. The inner portion of the page is the actual content. This design grants more time to focus on actual pedagogical content rather than design. Will all pages look the same? Yes and no. Departments will still have control over how their sites will appear. Photos and rollovers can be incorporated into the new site.

The content is structured:

- Text only
- "Caesar's"
- Possibly moving to including a Spanish-only option, but not in the near future

As long as naming conventions are followed, pages can look any way you want. The tool allows multiple views from the same content as determined by the viewer.

Timeline: All front pages have been converted to the new tool. wm.grinnell.edu
The new front pages are linked to the old/current pages in most cases.

Before they completely move to the new tool, Leo plans to meet with each department to show them their new site. Adjustments could still be made. Leo plans to teach as many people as possible how to use the new tool.

Target date for the old server to shut down is December 31, 2001.

Respectfully submitted,
Terri Phipps