INTERNET PRESENCE COMMITTEE

Minutes
May 24, 2012

Members Present: Sharon Ashton, Lucy Croft, Marianne Jaffee

Others Present: Dmitriy Bond, Linda Mobley, Jamie Spruell, Marian Watters

1. Demonstration of UNF Mobile Version of Website – Dmitriy Bond

   The UNF mobile version will work with iPhones, iPads, Androids, etc. and looks like an app. The website will automatically detect which mobile device is being used and display properly.

   ITS studied other universities and chose their most frequently used items for the demonstration. Additional units are listed under Other Links. Most of the UNF website looks good in the mobile version however, there will be units that will have to update their content to be mobile friendly. A member from the web team will make corrections and there will be documentation on what to watch for that will also be used in training on the mobile version.

   Full Site can always be clicked and will take you back to the regular web. Sharon is concerned with how basic and plain this version is and would like Marian to add more style, color, images, etc.

   ACTION ITEM: Dmitriy Bond will present a support model at the next meeting (or the one after).

   Prioritize the sites that really need to be cleaned up and ready those first.

   Three steps:

   1. Go through the analytics to determine which pages are most often hit for mobile devices and make sure those are at a high level

   ACTION ITEM: Dmitriy Bond will have analytics to show which UNF website links are most referenced from mobile devices at the next meeting.

   2. Check main pages for any glitches

   3. Go live for everyone

   Once the mobile version is released, changes will be made to individual pages as needed.

   Dmitriy recommends rolling out UNF mobile version and the UNF app at the same time for functionality purposes. The alternative would be to put the UNF mobile version out first. Since the internal campus should know what we are doing and how it will look consider a lead story in Inside early July and then a couple days later release the information to the media. July would be the release date for both the UNF mobile version and the UNF app.

2. Student Handbook presented by Dmitriy Bond

   IPC reviewed the Student Handbook content. Several recommendations were made:

   1. Change the Very Important Dates Calendar link from the faculty calendar to the academic version of the UNF Calendar.

   2. Bold the bottom statement “The University has the right to change policies . . .” - it’s a very important statement.
4. Critical information, policies, and frequently asked questions should be on landing page. State regulations and BOG should be looked over by Tom Van Schoor to ensure all requirements for the Student Handbook have been met.
5. Items in the third wing should be listed either by priority or alphabetical and should only be items that are important to students

✓ Sharon moved to approve the Student Handbook website with the recommended changes, Marianne Jaffee approved, Lucy Cross seconded - motion passed.

Agenda Items for Next Meeting:

Analytics to show which UNF website links are most referenced from mobile devices

Support model and changes to mobile version of the UNF website – Dmitriy Bond