INTERNET PRESENCE COMMITTEE
Minutes
June 28, 2012

Members Present: Sharon Ashton, Scott Bennett, Lucy Croft, Marianne Jaffee

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

1. Giving CMS users the ability to check their own sites in mobile web before mobile web goes live - Dmitriy Bond

   The mobile version of the website can be enabled and would only be available on the CMS stage with a special link. The user would have to be on a mobile device on campus using only the UNF network attached to Guest or UNF secure. They would then go to the CMS stage and review their site. The question was asked if ITS should fix known issues prior to releasing to each department. ITS has identified a list of those sites with high visibility: Library, CERT, Home Page, ITS, Catalog, OneStop, Housing, Recreation (one of the highest hit sites), Admissions, Fast Facts, PR and Faculty Bio. Discussions will be necessary with certain colleges and the library because their menus will have to change to be mobile friendly. The following options were discussed a) release on CMS stage for departments to review and the same time as ITS (this could become complicated if ITS and the department try to make changes at the same time); b) communicate to the campus community that we are reviewing all sites to ensure they can pull up on a mobile device before we switch the university website over to mobile with the understanding if there are minor changes ITS will make them. If major changes are needed, then those departments will be contacted to review those changes.

   The ISC has the project on their agenda but did not approve because the scope was not fully identified. Scott is on the ISC and said the request could go through e-mail for approval. There was discussion on when the mobile web should go live. The app could go live around July 23rd and then the mobile site would follow at a later date. The ramification of the app going live before the mobile website we don’t have to communicate about it – but the marketing campaign could be done once both are done. The other is to start the marketing campaign without the mobile web being live but the user experience would not be positive, technically there are no ramifications. Ideal situation would be to release both at the same time and then announce. Inside and The Journal will be the communicators and we have until September 1st for The Journal.

   ACTION ITEM: Sharon will call Rick Powell of the ISC and ask them to approve 120 hours of time and resources from ITS (approximately a month’s worth of work) so they can troubleshoot issues with the mobile web. Sharon can attend next ISC meeting if necessary.

   If ISC approves ITS completing the bulk of the work needed to ready the sites for the mobile web, we’ll proceed that way – then allow the units’ CMS users go on their sites to take a look and make additional changes if needed.

   Faculty Association Migration - Marianne Jaffee will set up a meeting with the incoming president, Gordon, along with Pat and possibly Cindy with Dmitriy regarding the Faculty Association CMS migration.

Next IPC Meeting TBD
Alumni Hall, Building 60, Alumni Boardroom - 2nd Floor