Minutes of the UNSW Web Reference Group meeting held at 11.00am on Thursday 1 December 2011, in Committee Room 3, the Chancellery.

IN ATTENDANCE:

Kate Clark, Marketing Manager, Faculty of Arts and Social Sciences
Adam Goc, Enterprise Architect, ITS
Keryl Harmon, Academic Administration
David Horsley, Web Master, DVC (Academic)
Kelley Johnson, Web Manager, Australian School of Business
Fiona Mclean, Marketing Manager, Faculty of Science
Sandra Norris, Director, Student Development
John Pejkovic, Operations Portfolio Manager, ITS
David Turnbull, Manager UNSW Web and Innovation

Minutes:

Tim Bennett, Web Specialist, Central Web Unit

1. APOLOGIES:

Howard Amos, Deputy University Librarian
Luc Betbeder, IT Manager, Faculty of Medicine
Judy Brookman, Director, Media & Communications
Sue-Anne Chew, Director, Marketing Services
Patrick Stoddart, Manager, Technology Enabled Learning

2. CONFIRMATION OF MINUTES FROM 6 OCTOBER 2011

Approved.

3. CORPORATE SITE UPDATE

The website is launched. A few things broke as a result, but we have fixed them and overall the deployment went more smoothly than predicted. We are now more agile in updating and reorganizing content. Major sites will be rebranded as the next step. UNSW now comes up in more prominent positions in search engines.

4. CENTRAL WEB UNIT SITE

The site has launched. The domain application process is now online and databased. Paper-based applications are no longer accepted. Not all existing sites and domains are in the database yet but all new ones will be.

5. CENTRAL WEB UNIT AND IT SERVICES
From talks within the cross-enterprise domain governance group, many questions have been asked about where web stands. The CWU and IT Services have been discussing the respective roles of CWU and the MyCMS team, and the ongoing CMS environment at UNSW.

In 2012 CWU will continue to clean up and categorise the domain. Domain health projects will review some of the foundations and stumbling blocks e.g. document management.

Drupal is being built out as a positive option for faculties and business units which decide it meets their requirements, but adoption is not required.

6. OTHER BUSINESS

No updates on previous discussion of clause 4.3 and nothing from the Web Steering Committee.

It was discussed that the first 2012 meeting would be a good time to revisit the Web Reference Group’s terms of reference and priorities for the coming year, especially considering what projects our increased abilities allow that were out of scope in 2007.

7. NEXT MEETING

Scheduled for 11:00am, Thursday 2 February 2012 in Committee Room 3, The Chancellery.