WEB REFERENCE GROUP MEETING MINUTES
June 2011

Meeting held on Thursday 2nd June 2011 at 11:00am – 12:00pm, in Committee Room 3 The Chancellery

Attendees
Adam Goc, Enterprise Architect, ITS
Howard Amos, Deputy University Librarian
Kate Clark, Marketing Manager, Faculty of Arts and Social Sciences
John Pejkovic, Operations Portfolio Manager, ITS
Luc Betbeder, IT Manager, Faculty of Medicine
Kelley Johnson, Web Manager, Australian School of Business
Tim Bennett, Web Specialist, Central Web Unit
David Turnbull, Manager UNSW Web and Innovation
Keryl Harmon, Academic Administration

Apologies
Judy Brookman, Director, Media & Communications
Sue-Anne Chew, Director, Marketing Services
Patrick Stoddart, Manager, UNSW Web & Innovation, Media & Communications
Fiona Mclean, Marketing Manager, Faculty of Science

CMS Scoring and Web Requests
David Turnbull reported on the progress of a working group established as a part of the Web Steering Committee composed of Adam Goc, John Pejkovic, Patrick Stoddart and himself charged with creating a CMS scoring process to assist in limiting the amount of CMS systems used on campus.

It was noted during this process that most will not request a new CMS, but will rather request a new website.

It was also discussed that as there is no central process for requesting a new website, there is no current means to determine what the CMS or website requirements are across UNSW. It was suggested that web and domain name requests be combined in a process to catch these requests. Adam Goc suggested we assess what people really need versus what we provide to cut down on unnecessary extra sites by using governance over new domains.

David Turnbull to send around a CMS survey to be checked by the units and faculties to confirm what CMS systems are in place, and what CMS developments are on the way as a means to determine technology trends and access needs on campus. Luc and Kelley mentioned that their faculties have policies on assigning faculty sub domain pages and will send these policy docs to David Turnbull to discuss with Graham Hannah

It was noted that this is separate from the Applications Registry that divisions have been asked to complete.

Online Branding

Review and update of the white banner policy. It was discussed that as there are five faculties nearly completed their redesign and/or builds, or entering the design phase.
Those faculties (Law, BE, Engineering, FASS and Medicine) will meet with David Turnbull to discuss how we may be able to incorporate some of the new branding colour into their designs.

A discussion was raised Laura Dodd was asked to update the group at the next meeting on the issues of sub branding and the use of faculty sub logos.

Meeting to follow.

**Mobile**

David Turnbull updated the status of the mobile campaign engine that has been centralized in the CWU to provide a lower cost per SMS as well as a central process for units and faculties wishing to send SMS messages.

Also covered was the development methodology used in developing mobile applications. All applications are built in Native so development work can be reused to support other apps making future development cheaper.

There will be a mobile policy that is currently in development and that will be sent to the group for input when ready.

**UNSW Staff Profile Engine**

Now that the Research Gateway is live, several Drupal site builders have been meeting to discuss a way to centralise UNSW staff profiles in a way that will allow users to go to one destination to create and assign their (multiple) profiles to different sites (ResGate, Faculty, School etc.)

The result is what is referred to as a ‘profile engine.’ We will look into developing a single point where UNSW staff can create multiple profiles and assign each profile to appear where they want. Thus a user can maintain separate profiles within their faculty, research centre, and/or other Drupal sites. All core information (HR data etc would be pre populated from source.)

This will allow all UNSW staff to create profiles fed from core data.

**Next Meeting**

Is scheduled for Thursday August 4th, 2011, 2 – 3 PM but it was requested that there be a July meeting.

David Turnbull to arrange.