Web Steering Committee

Held on Friday 06 July 2012 at 2:00pm – 3:00pm
Committee Room 2, Chancellery

Attendees

Neil Morris | Executive Director, University Services (Chair)
Wai Fong Chua | Pro-Vice-Chancellor (Students)
Judy Brookman | Director, Media & Communications
Ross Harley | Head of School, School of Media Arts, CoFA
Barbara Chmielewski | General Manager (Reserach)

Notes: Kristen Butcher

Apologies

David Turnbull | Manager, UNSW Web and Innovation
Denise Black | Chief Technical Officer
Patrick Stoddart | Senior Manager, Research, Evaluation & Development, Learning & Teaching @ UNSW

Minutes

1. Apologies, introductions and welcome (Neil Morris)

2. Terms of Reference (Neil Morris)

Discussion of revised Terms of Reference of the Web Steering Committee.

Summary/Action Points

- The Web Steering Committee’s Terms of Reference will be amended by Neil Morris and Judy Brookman. Areas specifically highlighted for change included:
  - Point 1 to be changed from ‘Setting enterprise-wide strategic objectives..’, to ‘Making recommendations regarding ‘enterprise-wide strategic objectives’
  - Point 4 to be developed further, including the link to the cross enterprise area.
- Neil Morris will take the amended Terms of Reference to the next Cross Domain Enterprise Governance Group (CDEGG) meeting and will provide information on why
the Web Steering Committee exists, how it will work with the CDEGG, what gap it will fill and an example of a similar relationship.

3. **Role of web reference groups** (Judy Brookman)

   *Hierarchy and purpose of the web reference groups and how these groups help ensure engagement with the UNSW community.*

   **Summary/Action Points**
   - The Web Steering Committee is happy with the existence and purpose of the different web groups.
   - The Web Reference Group gives recommendations to the Web Steering Committee.

4. **Future of the Web Steering Committee** (Neil Morris)

   *Discussion of how the Web Steering Committee can work with the Cross Domain Enterprise Governance Group as well as other domain committees.*

   **Summary/Action Points**
   - The Web Steering Committee fills a gap in relation to strategy and policy, acts as an advisory group for the Central Web Unit, as well as advises on trends and developments. The CDEGG does not cover these areas and stated in their last meeting that there is value in the existence of the Web Steering Committee.
   - The Web Steering Committee should be a standing committee of the CDEGG, feeding recommendations to the group. However recommendations covering areas not within the CDEGG’s decision rights will go straight to Executive Team e.g. branding – each item will go directly to the group responsible.
   - The membership of the Web Steering Committee should include: a Student Services representative e.g. Robert Morrell; Stephen Marshall to replace Patrick Stoddart; and another academic or Head of School. Neil Morris to speak with David Turnbull for suggestions.

5. **Next meeting**

   TBA