Web Development Group 12/11/07
Present: Boyd, Candido, Juhl, Lennertz Jetton, Morgan, Nutt, Perez, Walker

Action items in yellow.
1. Minutes from 11/13/07 meeting approved

2. Old Business
   Juhl reported that evidence of cell phone use of the library site can sometimes be seen in the web statistics at http://libinfo.uark.edu/statistics/index.html under operating system report. The use shows up as Nokia OS in most cases.

3. Research Planner / Assignment Calculator
   As a reminder, the assigned sections are:
   1. Identify Paper Topic and Due Date - LLJ
   2. Organize your Research / Research Process - JBD
   3. Find Background Information - LLJ
   4. Find Articles and Books - BJ
   5. Avoid Plagiarism - not assigned
   6. Write your Draft - AMC
   7. Polish and Rewrite - MDB
   8. Cite your Sources - not assigned
   9. Finalize your Paper - not assigned

   Lennertz Jetton, Juhl, and Candido distributed drafts of their sections, which were discussed. Lennertz Jetton placed sections, available content on our site, available content elsewhere, and items of interest in a grid. Juhl started with a series of “cards” on topics within the “find books” area. Candido distributed a very polished draft on writing the introduction and writing the draft.

   The group discussed methods to convey the necessary information without creating text-heavy duplicates of materials elsewhere on the site. Lennertz Jetton suggested bullets or checklists, using color, layout, and overall design to break up content on the page. All agreed that they did not want the pages to be a laundry list of external links but also did not want to bore students with long essays. There is a desire to update and replace much of the content in Jumpstart! and integrate into the research planner product. Juhl expressed concerns about sustainability if the content was in too many places.

   There was also discussion at some length concerning the intended audience. While the Quality Writing Center is quite interested in product targeted to Honors students, the committee members present agreed that a planner aimed at general students would justify the time and effort to create this tool. It was decided that Honors students would probably make use of this tool, and could perhaps be used as a pilot test group to offer suggestions as to how to tailor some content for their specific needs.

   To some extent, “stemming” could be built into the planner so that a student who indicates that their work is on an Honors thesis could be urged to visit their subject librarian first. Juhl suggested that few minimal tweaks of this sort would perhaps be enough for version 1.

   Juhl asked about an entry point question concerning type of paper. It was agreed that options would be:
   - short paper (3-5 pages) (minimum one week? - that is, do we want the system to indicate that in less than a week it will be difficult to complete all the steps but that we can show them the steps without date stamps? )
   - research paper (6-20 pages) (minimum one month?)
   - honors thesis
The group agreed that the paper topic question could be populated with a drop-down list of subjects from the eresources database, replacing “top ten” with current events / general topic.

It was agreed that, for the next meeting, the section authors would try their hands at a layout for short content on a series of pages / modules. Lennertz Jetton observed that some modules could be used over and over again in different areas (e.g. writer’s block.)

After the meeting, Perez offered a suggestion concerning organizing the steps as a flow chart with PDF checklists that could be printed off and consulted while the student works. He will bring an example to the next meeting.

4. Gov Docs Exhibit
Perez reported that he has selected materials for an online exhibit celebrating 100 years as a depository library and that he and Morgan will begin scanning these. They will need Mylar from Special Collections for the larger materials to be scanned on the large format scanner.

5. Fine Arts Library Redesign
Juhl and Morgan met with Margaret Boylan to discuss this project Monday.

6. Sharepoint / StaffWeb
Juhl reported for those not at the Cabinet meeting that she had distributed a grid showing pros and cons of various solutions (Sharepoint, wikis, CMS, staffweb upgrade). The main decision coming from that meeting was for Boyd and Candido to distribute a weekly news update to staff, “Tuesday Titillations.” Juhl recommended that at some point soon they meet with Morgan to discuss an XML template for redistribution as a web archive / RSS feed. Cabinet members seemed to recommend that we proceed with the staffweb redesign that would allow department heads to add links to their pages and custom them.

Juhl also mentioned the Blog project begun by George Fowler and Elaine Dong some time ago. She asked group members what purposes such a vehicle could be used for. While the idea of an open discussion forum was appealing, few staff currently contribute to the email discussion list. Lennertz Jetton reported that she had experienced similar problems in involving student staff in a departmental list. Juhl suggested that Elaine might experiment with the hosted version of WordPress while we wait for Systems to get a local install ready. The group tentatively agreed to invite Elaine to discuss her vision of a blog / forum at a future meeting.

7. Other Projects and Reports
   a. Lennertz Jetton distributed impressive statistics on visits / downloads of the video tutorials.
   b. Lennertz Jetton reported that she is working with the MMRC on streaming audio for spring course reserves.
   c. Juhl reported that she and Arthur will be meeting Thursday with Pryor Center staff on audio formats.
   d. Boyd suggested that it should be time soon to gather the second round of Ozarks at Large features for the web site.

Next meeting: January 8th
Happy New Year!
Respectfully submitted,
B. Juhl
16 oz.