

Meeting minutes from **January 21, 2005** (OU 220A)
CAMPUS WEB PLANNING & ADVISORY COMMITTEE (WebPAC)

PRESENT: Michael Baum, Pam Burress, Jody DeCremer, Jeff Grabb, Shawn Hayes, Trisha Klass, Tonya Samuels, Alex Skorpinski, Mark Troester, Ari Turetzky

EXCUSED: Robert Aaron, Kate Plantholt, Sarah Walczynski, Vacant-Milner Representative, Vacant-Student Representative

ABSENT: Wes Matejka, Dave Schaafsma

Photo release policy/form review:

- Mark pointed out that the second paragraph contains "...and in any and all media..." which covers all media.
- It was suggested that we drop the words "employee" and "student" and replace it with "adult" to cover all persons, ISU or non-ISU. Also it was suggested to change the title of the document to "Adult Photo Release" as well as "Minor Photo Release" (from "Minor Student Photo Release").
- Add in UMC's photo release wording from their last paragraph about "consenting" to replace our last paragraph that starts with "This release contains..."
- At this point, who ever takes the photo should keep the release form in their files.

State of the Web:

- Our committee reviewed the short list of sites to be removed from the A to Z list (includes dead links).
- We also looked at the list of External sites that are listed on the A to Z list, and everyone agreed these links should stay in the list.
- Mark distributed the college lists, so each respective WebPAC representative could review their own web site list for their own college areas for verification. Mark would like these returned to him with corrections/updates soon.
- Our group reviewed a short list of "orphan" web sites together, hoping to finish filling in the blank areas on the spreadsheet.

NEXT MEETING DATE:

- Friday, February 18, 2005, COB 412 at 9:30 a.m.