

Meeting minutes from **January 31, 2003**
CAMPUS WEB PLANNING & ADVISORY COMMITTEE (WebPAC)

PRESENT: Michael Baum, Pam Burress, Jim Cunningham, Jeff Grabb, Penny Hankins, Kate Plantholt, Ray Smock, Mark Troester

EXCUSED ABSENCE: Trisha Klass, Melissa Enderlin Pitcock, Sarah Walczynski

ABSENT: Beckie Benner, Jody DeCremer, Ken Fansler, Dave Schaafsma

GUEST: Brian Huonker (IWSS)

New iGuides and Distribution: Mark announced that the new iGuides are being distributed, but he wanted someone to volunteer who was not on 4.3 to install them on their server. Kate volunteered. Once tested, Mark will distribute via zip file or cd.

A to Z Page Link Additions: Penny presented a draft of a form that Mark, Pam, and she collaborated on to get consistent information about A to Z requests.

Our committee discussed the 4 outstanding unusual A to Z requests. We agreed that the form can be sent to two of the least cut-and-dry requests: Adoption Services and Mediation. Check out the revised form on the Web at <http://www.iwss.ilstu.edu/downloads/azrequest.pdf>.

NEXT MEETING DATES:

Friday	2/14	9:15 to 10:45am	CVA 118
Friday	2/28	9:15 to 10:45am	TBA
Friday	3/14	9:15 to 10:45am	TBA
Friday	3/28	9:15 to 10:45am	TBA
Friday	4/11	9:15 to 10:45am	TBA
Friday	4/25	9:15 to 10:45am	TBA
Friday	5/9	9:15 to 10:45am	TBA
Friday	5/23	9:15 to 10:45am	TBA