

Meeting minutes from **February 28, 2003**
CAMPUS WEB PLANNING & ADVISORY COMMITTEE (WebPAC)

PRESENT: Michael Baum, Pam Burress, Jim Cunningham, Jody DeCremer, Ken Fansler, Jeff Grabb, Penny Hankins, Shawn Hayes, Trisha Klass, Melissa Pitcock, Dave Schaafsma, Ray Smock, Mark Troester, Sarah Walczynski

EXCUSED: Kate Plantholt

GUEST: Brian Huonker (IWSS), Kris Davis (AIS)

Welcome to WebPAC: Mark introduced Shawn Hayes who will be taking Beckie Benner's place on our committee.

iGuide Distribution and Campus Web Masters: Mark announced that IWSS is in the process of getting a list together of the Web masters on campus to aid in expedient notification of future iGuide updates for distribution.

Portal/Student Voting: Mark relayed that student elections will commence over the iCampus student portal on Tuesday and Wednesday of next week. Today IWSS wants about 50 students (both graduate and undergraduate levels) to test the voting process on their test system at www.icampus-test.ilstu.edu. Mark encouraged all committee members who know students (can't also be a F/S member) to invite them to test the system today.

A WebCT experimental channel is in the works. The server administrators of WebCT are in the process of separating Mallard from the same server to alleviate some software conflict problems. So, WebCT channel availability is coming soon.

A to Z Page Link Additions: Penny expressed that those we asked to complete a form for further information/consideration has not yet submitted them to us.

An additional A to Z link request with form was discussed. The request is for the NCA Accreditation (housed on the Provost Web site). The committee unanimously thought this was an appropriate site to include.

Minimum Internet Browser Level: Mark asked the committee to consider what our minimum browser level should be for development of Web pages/designs. He discussed how Netscape 4.7 couldn't utilize some of today's technology on the Web. Mark volunteered to draft a statement for our group, and we can discuss at the next meeting.

ISU Calendar: IWSS is working on a new interface to the ISU calendar. The calendar is great campus resource and needs to be supported. The committee felt that exporting calendar events in XML format for inclusion on department sites was a good idea ("Feed the calendar" campaign).

E-Commerce Update: Ray invited Kris Davis, the developer on the E-commerce project, to our meeting to give us an update. Done so far: hardware purchased; Web server installed; and vendor software installed (running in simulation mode, not yet in "live" mode). Kris assured our group that credit card numbers are not going to be stored on ISU equipment; only keeps reference to the last 4 digits of the card number, and sends all credit card information through the gateway. There are also 20 characters available to be passed through back to ISU regarding the transaction which could potentially be a place to note funding account (to get funds to the correct Datatel account) and other information.

A question not yet answered is if there is a need to create a middle server. This server would be where all payment requests would go through, so there would be a need to have only this server connect to the vendor software (as opposed to all pages created by the individual Web masters). The committee felt that a single server would be preferable.

Another question raised was who would be paying the credit card fees? The end user (so a \$20 charge would be \$20 plus the fee), or would we eat the fee on our end.

Kris suggested that if we know of upcoming events that would benefit from the e-commerce site, to let him know about it for future target dates.

NEXT MEETING DATES:

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