

Meeting minutes from **May 20, 2005** (OU 220A)
CAMPUS WEB PLANNING & ADVISORY COMMITTEE (WebPAC)

- PRESENT:** Pam Burress, Jody DeCremer, Shawn Hayes, Trisha Klass, Wes Matejka, Tonya Samuels, Alex Skorpinski, Mark Troester, Ari Turetzky,
- EXCUSED:** Robert Aaron, Michael Baum, Jeff Grabb, Sarah Walczynski
- ABSENT:** Noah Conrad, Kate Plantholt, Dave Schaafsma, Andy Taylor
- GUEST:** Binoy Edathiparambil, IWSS
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Web site E-mail harvesters:

- Binoy explained to the group how e-mail addresses are harvested by inexpensive software easily and quickly. He demonstrated an advanced e-mail extractor that costs as little as \$40 (there are add-ons to purchase for more features such as verifying the email is valid).
- Binoy suggested that all e-mail addresses residing on Web pages should somehow be encoded. There are several ways to do this, but Institutional Web Support suggests javascript (see www.iwss.ilstu.edu/tips/).

Internal policies/guidelines/terms for faculty Web sites in addition to the ISU policies and guidelines:

- Jody asked what others are giving to their faculty members to assist them in knowing what the Web rules are at ISU and within their own department. She and Eric Yeager in her department have been working to create a package to give to the faculty members of their college which includes copies of ISU policies.
- It was suggested that besides a departmental orientation, there might be a university-wide faculty orientation in August on this topic. Mark said there was already some sort of technology training in August, but **he will ask Mark Walbert if this is actually covered in their training**. CTSG's FTSS is now CTLC (in the ITDC building), and maybe this is another area that can be in the faculty training and/or this information be disseminated through them.

A to Z entry form edit update:

- Trish discussed the draft version of the A to Z request form. The revisions were accepted unanimously, so this revised **form will be posted on the Web**.

Virtual meetings and classes:

- Trish demonstrated how voice over IP (VOIP) from a Web page works great for classes and meetings. It was suggested that some future WebPAC meeting be held this way (maybe in October or November 2005).

State of the Web spreadsheet update:

- Mark relayed that there wasn't anything to report, as he is still waiting for some of the stats to be compiled.

Portal update:

- Wes asked about LifeText in the iCampus portal. Mark has talked with LiveText as well as Unicom. If another university has already built the channel, it can easily and quickly be add.

Miscellaneous:

- Our next meeting will be in the fall semester. Probably the 3rd week in September, as August is the start of classes.
- Minutes from past meetings are available on the CTSG Web site (www.ctsg.ilstu.edu/committees/WebPAC/WebPACminutes.shtml).