

# 2015, March 4

**Web Advisory Committee Meeting**  
Wednesday March 4, 2015, 2:30 - 4p.m.  
Alice Moulton Room, Gerstein Library

5 minutes	1. Selection of a minutes-taker
10 minutes	1. Minutes of Feb. meeting
	1. Business arising from the minutes
10 minutes	1. Review the TOF, membership, and possible next steps. a. Vote for new Chair
10 minutes	1. Updates from ITS a. usability testing for alpha.library.utoronto.ca b. a review of next steps.
10 minutes	1. update on the Creative Commons Licencing (Graeme)

## Minutes

Web Advisory Committee

Wednesday, March 4, 2015 | 2:30pm | Gerstein Library, AMR

*Attendees:* James Mason (Chair, Music); Marc Lalonde (ITS); Gordon Belray (Robarts ITS); Joanna Szurmak (UTM); Vincci Lui (Gerstein); Lisa Gayhart (ITS); Judith Logan (Robarts Reference); Tracy Zahradnik (Engineering & Comp Sci); Richard Carter (St. Mike's); Maria Buda (Dentistry); Margaret Wall (UTL Admin);

*Regrets:* Monique Flaccavento (OISE); Carla Hagstrom (Gerstein);

### 1. Selection of a minutes-taker

- Maria volunteered

### 2. Minutes of January and February meetings

- Approved

### 3. Business arising from the minutes

- None

### 4. Review of TOF, membership, and possible next steps

- Vote for new Chair: James Mason stepped down as Chair.
- New Chair was nominated and elected: Lisa Gayhart, User Experience Librarian
- James suggested we review TOF , membership for this committee available online at <https://alpha.library.utoronto.ca/web-advisory-committee-terms>
  - **ACTION:** Please review this page and get back to Lisa with any changes
  - Discussion about whether this committee still reports to Library Council, are they still active? James mentioned he was not asked to submit a report this year
  - What is the value of this committee and are members reporting back to their libraries? Consensus was that yes, members do report back and find the committee useful
  - Chair will be given access by ITS so that past minutes can be posted on the website

## 5. Updates from ITS

- Usability testing for [alpha.library.utoronto.ca](http://alpha.library.utoronto.ca) :
  - Occurred in February
  - methods to gather data included open calls, guides on the side
  - Judith Logan, Monique Flaccavento and Heather Buchansky presented at CTSI with an active learning session on evaluating the library site. Questions included asking the attendees to perform tasks, such as renew books using different devices to access the website. Each task took about 10 minutes; asked for feedback on the experience
  - Lisa and Judith attended student advisory meeting for feedback in a hands on session
  - In person usability testing session: students, staff, library staff, some librarians attended; 5 tasks were given. Rate from 1-5 how easy it was to perform the task; comments were gathered; Sessions also held at UTM and UTSC; some problem areas were identified and Judith is working on reaching out to some attendees to get more feedback on this; other problems were fixed or are scheduled to be fixed
  - Had attendees talk through tasks to describe what they are thinking as they conducted the exercises
  - Judith and Lisa have been creating tickets in JIRA for changes arising from all feedback
  - Next steps: create sessions with more research oriented tasks to be completed
  - Lisa met with Accessible Campus Online Resource Network (ACORN) team and learned how they are testing before launching the system that will replace ROSI; they have a voluntary group of about 200 students that are on call to do testing either in person or at home. Hours spent helping out with testing is counted on their transcript as CR. Lisa is exploring this for UTL website
  - Lisa attended Designing for Digital conference in Austin, Texas. First annual conference, classroom sized attendance; was very useful to see how others are planning and executing their website redesign projects; some have a full time person dedicated to content
  - Gord reported on improved MyMedia, now caption is possible; content will be transferred to AVALON
  - Discussion on future of Subjects A-Z: will be asked at Reference Services Meeting
  - Judith reported on Libguides 2.0: group is working on making the look and feel similar to new website. Beta site is available. Springshare will move all content mid to late April; There will be about 2 weeks when you have to make changes to both beta and current Libguides; Box URLs will not be transferred to Libguides 2.0; Approximate date of May 11 when Libguide 1 will be removed and Libguide 2 will be launched; Libguides 2.0 event will be on March 27<sup>th</sup> from 2:00 to 4:00 pm. Authors can think about how their libguides can be more efficient or useful, what content they want to transfer to Libguide 2.0; A rubric from ILU PD DAY will be used to evaluate your libguide; **ACTION:** If you want to volunteer your libguide to be evaluated please contact Judith [judith.logan@utoronto.ca](mailto:judith.logan@utoronto.ca)
  - Joanna asked about graphics representing each library on the new alpha site. UTM staff would like it to be a deer rather than the building. The deer is the unofficial mascot for UTM. They would be the only ones at this point without the image of a building, although other libraries may want a different graphic than their building to represent them as well. Joanna will take this information back to UTM for discussion.

Next meeting: Wednesday, April 1, 2015

*Next meeting*