2015, August 5

Website Advisory Committee - Agenda and Minutes

Wednesday, August 5, 2015
2:30 - 4 pm
Alice Moulton Room, Gerstein Library

Agenda

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<th>Topic of Discussion</th>
<th>Presenter</th>
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<tr>
<td>Welcome</td>
<td>Lisa</td>
<td>10 minutes</td>
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<tr>
<td>Selection of a minute taker</td>
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<tr>
<td>Approval of the agenda</td>
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<tr>
<td>Business arising from the minutes/approval of the minutes</td>
<td>Lisa</td>
<td>10 minutes</td>
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<td>Updates from ITS</td>
<td>Marc</td>
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<tr>
<td>Going forward: Vote on new Terms of Reference and review updated membership list</td>
<td>Lisa</td>
<td>15 minutes</td>
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<td>Content management discussion</td>
<td>Lisa/Judith</td>
<td>20 minutes</td>
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<td>Creative Commons Licensing of UTL Web Content</td>
<td>Graeme</td>
<td>15 mins</td>
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<tr>
<td>Ideas for improved online presence, service, communications</td>
<td>All</td>
<td>20 minutes</td>
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<tr>
<td>Questions and other items</td>
<td>Lisa</td>
<td>10 minutes</td>
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Minutes

Attendees: Kate Macdonald, Trinity; Angela Hamilton, UTSC; Jordan Hale, Map and Data; Judith Logan, Robarts Reference; Rita Vine, Administration; Heather Cunningham, Gerstein; Jenaya Webb, OISE; Joanna Szurmak, UTM; John Shoesmith, Fisher; Graeme Slaght, SCCO; Lisa Gayhart, ITS; Marc Lalonde, ITS.

- Welcome
- Selection of a minute taker (Angela Hamilton)
- Approval of Agenda
- Business arising from the minutes/approval of the minutes

Updates from ITS (Marc)

- Updates to make all pages responsive
- Some central libraries want to hide or reorder one search results page. Enabled them to choose, search their own Drupal instance
- Earth, Math, Dentistry and UTSC begun work on new sites.
- Need to determine on central websites where to put link back to main site

Coming updates:

- updates to SIRSI page, including new header and footer
- The request log-in page will also get a new look and feel
- Subjects A-Z will be more responsive, be able to jump to a particular letter
- Locker/Course reserves application
- Plans to remove “one search” from URL
- Need to clear WWW, move files
- Discussion around why different libraries would want different search results pages
- Example: Fisher does not Articles
- How do we know what happens on individually pages? Do we need additional testing to determine needs?
- Text on results page will reflect that you are on a specific page; directing back to main page if need more results
- Need to add ability to filter by a specific library (particularly for UTSC, UTM)
- Fall will involve User Needs studies
- User needs at Robarts
- Search results
- Web accessibility
Audit of Kiosks at Robarts

Going forward: Vote on new Terms of Reference and review updated membership list

- Focused on make recommendations to the Web Coordinator
- Currently updating distribution list, membership list

Discussion of TOR

- Who is representing the Users? None currently sit on committee. A- Everyone responsible for representing, gather information from their users
- Should expand on “web presence” to include “web content”?
- Replace “discuss” with “consider” in point 2 (agreed)
- Updated membership list to balance representation
- Vote to accept TOR – passed

Creative Commons Licensing of UTL Web Content (Graeme)

- Initial proposal was broad, now focused on One Search/Central Library site
  - Opportunity to work out technical details
- Proposed Policy: “All text on the site oneseach.library.utoronto.ca unless otherwise indicated”
  - Need to audit current content to see if anything should be excluded
- Examples of other websites that have done this; none in Canada. Several in US.
- How will it be displayed? What is the statement/approach?
  - Can discuss CC-BY, something else, as appropriate
- Potential inclusion of Libguides?
- How will this make things differently?
  - Potentially accessibility options
  - Political reasons
  - Content management, becomes more authoritative, gain attribution. Content would become more searchable
- Does this apply to video content? Images?
  - Currently only text content. Media items would need to be individually tagged
- What is the pathway of approval?
  - Potentially, UTFA (academic freedom issue), Scholarly Communications, Senior Staff
- Public statement, about optics, has teaching opportunities

Content management discussion (Lisa/Judith)

- Beginning to work on a strategy and cycle towards content on One Search and ultimately all sites
- Old site had excel spreadsheet of every page on the site, identify orphan pages, identify gaps/ownership, types of content that are over/under-representative, unwanted search results
- Next phase, maintenance, will audit new site, will inventory new pages, schedule regular outreach to content owners. Try to limit number of content owners to ensure feasibility
- Set alert for newly published pages (not approval)
- Navigation will be static, part of regular maintenance schedule
- Home page content – will work with communications librarian/office
- Seeking information about collections: special collections, print collections, are there collections that no longer exist, changes, etc.
  - Each collection will have own page, formatted like information pages
- Many documents/pages were broken up – this has consequences for search results (same information shows up multiple times). Better to have single page with anchor links
- Need to review, consolidate, make available and set maintenance schedule best practices documents

Ideas for improved online presence, service, communications

- Regular new meeting item for all future WAC meetings
- Discussion of specific examples of what libraries are doing in planning/updating site
- Judith supervises Twitter feed; have been collecting complimentary Tweets (with permission) and embedding on pages
- Other examples of testimonials

Next meeting

- Wednesday, September 2, 2015
- 2:30-4 pm
- Alice Moulton Room, Gerstein Library