WDC (Website Design Committee)

Meeting Minutes
03/16/02017

Location:	LY-177
Date:	03/16/02017
Time:	2:00 PM - 4:00PM
Number of Attendees:	5

Agenda items

Staff Pages Status
Subject Specialists Pages
Tentative Date of the first open forum
Open Forum Key Topics
       HomePage
       Search Functionalities
       Staff pages
       Subject Specialists Pages
Department's name Request Form
LIst of Library services

Notes

Staff Pages
All committee members within WDC have created staff pages within Drupal. One change prior to showing site in forum, is we will not be asking for pictures from individuals within the library instead we will be pulling default images from Workday to create incentive and break tension in terms of where the new website in concerned.

A few changes, Yom added WYSIWYG Editor options in sections below, he will be limiting the things you can do within the editor so it doesn't become Myspace. Plus limiting the social media links to 5, and displaying icons instead of text URLS for those items.
One question arose, will it be printable with the collapsable menus when someone views and decides to print their display. Lauri to double check if there are any fields that we might want that exist in libguide profiles that doesn't in Drupal.
Another question that came up, was should student workers also have staff profiles?

WYSIWYG
The WIT is about 70% complete in formatting the text for the new Drupal site.
This includes, creating looks and feels using pre-formatted texts for the overall site to create a consistent look and feel.
Once WYSIWYG Editor has been finalized with the addition of buttons to ease content creation. The focus will then become creating a document style guide for content creators along with videos to help facilitate the training process.

Department Name form changes
Yom has gotten feedback from the group and made necessary changes to the form to help facilitate the process of creating short-names for departments. Final Update on the form to be emailed by Yom to the group for final approval and then to the library as a whole prior to visiting each department to find out their needs so the structure can be created with the department in mind.

Design Principles New Edits
The Library as a whole offers a great deal of services, and to ensure nothing is loss in the website creation process, We would like the committee to contribute any other Services that are not currently listed so when creating the new website these items are at the forefront of the new libraries website and can be accommodated seamlessly.

Cloning Template file Demo
Yom showed off ability to clone page. You can clone your own page, or a template.
Yom intends on making the clone button larger or adding a color to make is pop on the page.

Action items	Owner(s)	Deadline
More testing of the Clone Feature	**WIT members**	ongoing
Ability to filter Staff Pages	**WIT members**	ongoing
Wireframe Development	**WIT members**	ongoing

Next meeting : **4/27/2017**