

**Libraries, Media, and Computing Committee (LMAC) Minutes
October 8, 2001**

In attendance: Kent Hooper, Karen Goldstein, Renee Houston, Bill Berry, Marilyn Mitchell, Mark Reinitz, Zaixin Hong, Gerrit Nyland, Michael Nanfito

Minutes of September 10, 2001 were approved.

Goldstein provided a "Web Needs Assessment" report compiled last Spring by the Assessment Team regarding the new merge of external and internal websites. "LMAC," she said, "is the right place to discuss the web editorial point of view." Nanfito introduced the process of the interviews with seven targeted questions.

Nyland introduced the technology decision and training decision in this regard. Nanfito raised questions about how to decide low-level and high-level publishing as a new responsibility for the faculty and how faculty with little training could have a pool of talent to help their web publishing?

Reinitz mentioned that faculty in Psychology asked the Department secretary to maintain low-end publishing. Faculty could also make some minor changes on their websites. Concerning the high-end web publishing, there were different opinions on whether faculty should do it by themselves.

Berry and Goldstein discussed the balance between the faculty training program and the swap-team. Berry suggested that it require more discussion and somebody in each department keep it as a routine job. Regarding the templates, Goldstein proposed to have LMAC make the assessment. There were various tools that could be tailored for specific purpose.

Mitchell asked what we wanted in internal website since we had had internal and external websites and where the cross over would be? Some people mentioned that not every department had two websites. Others argued that faculty and administrators had the similar needs.

Houston and Reinitz suggested sending a poll on interest related to intranet via email to faculty. Houston emphasized that building an intranet was a big thing.

Our next meeting will be held on October 22 Monday at 11 am (McCormick Room). Houston will send a reminder to all LMAC members beforehand with an agenda.

Respectfully submitted,

Zaixin Hong