

Dear ECRC,

Here is a recap of our meeting at the POD Conference. I am cc' Core as there are relevant issues discussed at both Core and ECRC that need to be shared.

1. We discussed the upcoming Halloween website launch per Matt's prompting. This was not an action on my committee report. Matt raised it during my report and again sought the conference setting for launch. DotInc. had suggested and inquired about it just prior to the conference, but our committee foresaw too much still uncompleted by DotInc., the risk of a change affecting the conference in progress, and being too busy during the conference to deal with any glitches, fall out etc. The committee was updated regarding the launch of Halloween and got behind the spider PR with zest. Spider gifts were distributed and we awaited the launch of the website.
2. Sally discussed further refinement and development of the POD Google search- with future addition of a World Regions area and adding the parameter of institutions over 20,000+ as an identifier for sorting. I reported to her Hoag's agreement to alter the Membership form online so that new members will supply the information needed for the POD Google data base. Hoag will get to this following the conference and forward to DotInc.
3. Ruth reported on her investigation on similar What's New functions on other websites. She will put together an initial listing of rotating news that POD should have available and when in What's New, and we will send around our committee for additions. We will then discuss with DotInc. We reaffirmed the agreement that the What's New not be available to members for self-entry of information, as DotInc. had been working recently, despite the fact that we had never discussed What's New as a member password function.
4. We discussed the Rubric requested by Core for reviewing the Website. Core members should look for the following and send to me on the attached form:

Language/content

- out-dated
- inaccurate
- non-inclusive of international FD
- Acronyms - abbreviations not spelled out at least once in a text (POD does this a lot!)
- any links misbehaving

**General Suggestions.**

The form attached contains the rubric, is easy to use, and will help me and ECRC keep track of overlapping comments from you (and those already submitted to DotInc.) given the number of people reading the site. Just keep the form handy and turn in comments using it.

5. We were very excited about and enthusiastically supported the idea of Core forming a process for reviewing new material for the website. We think this process should be a subcommittee under ECRC with those on it that Core deems appropriate. We think:

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a. it should reside within ECRC as the communication between the two entities needs to be maintained.

b. ECRC also strongly feels an ECRC member should be on this body that reviews the website material and found it favorable that Doug R. will be bringing the process to Core for approval. I also shared that Michele added to the conversation in Core that existing material posted on the test site be 'grandfathered' in.

Again, although I had placed on my ECRC report a discussion of the large quantity of material on the website that was not monitored by anyone (other than Frank to a degree in the past), I was worried about exploiting Hoag, even though I had tried to inform the search committee for Exec. Dir. that the website duties were growing steadily. We support the need for a process being developed in the future.

6. I raised the issue of the role ECRC could play in systematically informing and targeting groups that already meet or orient POD members of the websites functions and services. We developed a list of targeted groups that we will serve as "liaisons" with, including:

New Faculty Developer's Institute (Ruth)  
Hoag's ongoing new member /new institution additions (Connie)  
Regional Ambassadors (Sally will write letter to and for ambassadors)  
New FD session at POD Conferences (ECRC)  
New Center Development Grants (Connie)

7. We discussed the need for a new chair and will continue to discuss possibilities.

8. Committee Chair updates will be sent out Nov. 1 with a due date back to me on Dec. 1. using the committee template form approved in Core in Spring 2007.

Spiders and spider prizes were given to the committee for their unending and relentless effort and creativity.

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