

## MU Libraries' Content Management System Task Force

**Minutes** – 5 September, 2006

9:00-10:00

Task Force members present: Felicity Dykas, Janice Dysart, Anselm Huelsbergen, PT Martin,  
Ernest Shaw, Rhonda Whithaus

Task Force members absent: Michael Spears

Others present: none

- Update on IATS:
  - According to Scott Cornell, IATS will not be supporting the Web Services component of Cascade Server, effectively eliminating the ability to upload large XML data files. This would need to be resolved prior to a MU Libraries commitment to using Cascade Server as its Web CMS.
- Update on SFTP access to Ellis and/or Health Sciences web servers
  - Michael reported via email that “we have the means of publishing pages now to the Charlotte web server. It does keep the architectural structure that was created on Cascade Server when publishing pages to the web server.”
- Update on group work
  - Two subject guide pages - the main page for an individual subject guide and the database page, aka Articles and E-Journals – have been more or less completed using XML blocks and pages and XSLT in Cascade.
    - It seems that at this point we have enough information about what Cascade can do with database lists and directory information to begin the Task Force's Interim Report to the Director of Libraries. [Anselm will provide a draft as soon as possible]
  - Michael “will be looking at testing some Coldfusion code and then possibly see about incorporating a CSS file to create test pages from it.”
- Report from Rhonda on other libraries using a CMS product
  - Rhonda sent around a link to an online manual for the system installed at Morehead State (<http://www.moreheadstate.edu/wrc/index.aspx?id=1756>)
    - The manual reinforces what we have seen in Cascade Server: a CMS may require additional tech skills from content providers
  - Emails are outstanding emails to a number of other libraries
- Report from Felicity
  - Distributed a draft of the criteria list
  - Felicity will refine the list; Janice will assist

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- Everyone will begin to mark the items on the list they consider to be 'high priority' for a CMS system.
- Discussion
  - Is there a need to meet with the Web Advisory (either the chair persons or the groups in toto) to discuss issues of workflow in addition to issues raised by the Cascade pilot
- Next steps
  - begin examining other CMS systems and options
    - Dreamweaver [PT and Ernest]
    - LibData [Anselm]
    - Plone [Ernest and PT]
- The next meeting will be the 12th of September in 159 Ellis Library (Reference Conference Room)

submitted: A. Huelsbergen 9-8-2006