Agenda and Meeting Notes
Course Guide Project Advisory Group
October 21, 2008
1:15 – 2:45 p.m.
Memorial Union, Capitol View Room

Attendees

<table>
<thead>
<tr>
<th>Joanne Berg</th>
<th>Al Friedman</th>
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<tr>
<td>Toni Good</td>
<td>Bob Jeanne</td>
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<td>Lillian Tong</td>
<td>Pat Henrickson</td>
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<td>Gery Essenmacher</td>
<td>Karen Hanson</td>
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<td>Cari Anderson</td>
<td>Elaine Klein</td>
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<td>Jocelyn Milner</td>
<td>Cheryl Wise</td>
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<td>Judith Strand</td>
<td>Terry Ruzicka</td>
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<td>Jolanda Vanderwal Taylor</td>
<td>Nancy Westphal Johnson</td>
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<td>Janet Byers-Dent</td>
<td>Jim Phelps</td>
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<td>Sharon Kahn</td>
<td>Mike Pflieger</td>
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<td>Karen Mittelstat</td>
<td>Kathleen Cummings</td>
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<td>Helene Demont</td>
<td>Tony Tallridge</td>
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<td>Jim Vogel</td>
<td>Lori Sebranek</td>
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<td>Julie Stubbs</td>
<td>Brian Yandell</td>
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Agenda

Welcome (Joanne Berg)

Developing a Composite Application (Jim Phelps)
We are being deliberate about how Course Guide is built so that we have an infrastructure that allows:
  o Agility (ability to plug new things in more quickly)
  o Reduction of duplication
  o Transparency

A Composite Application requires component maturity and coordination
  o Course Guide has had to wait for the technology around us to mature
  o The orchestration piece of the Course Guide is new to us on campus; it is different than the top down methods of building infrastructure used currently and in the past
  o Skill sets must mature around us as well

Component Status
  o Many parts of the Course Guide are separate projects; Course Guide has needed to negotiate and coordinate with these (scope and trust)
  o Have had to negotiate who gets priority of work (i.e. Course Guide is 3rd in line for CHUB work to be complete); organizational maturity
Current Status (Janet Byers-Dent)

We had to re-think what we were doing (i.e. Web Content Management System is no longer part of Course Guide; textbook functionality is not currently in a web service, etc.)

Other features being worked on for version 1 while waiting for maturity of other pieces
  - For this semester only, textbooks will be uploaded from University Bookstore into ISIS; then will be pulled into CHUB and can be used by Course Guide as well as other textbook vendors
  - Favorites
  - Class scheduler (given to us by an Engineering student but still needs some modification; couldn’t do this without CRIS being complete before hand)
  - Derived information from ISIS (instead of residing in ISIS)
    - Last Taught
    - Instructional Orgs = associations of courses taught even though professor is not part of a department
  - Database – has been designed for speed
  - User Interface Mock-ups

We have a target of April – June for deployment but may extend to August, 2009

Course Guide will be deployed in MUM; Although technically possible, we are politically unsure if a new tab and a public site will be created

Course Guide is not an archival process at this time; it is being designed as current and looking towards the future

Design Review & Feedback (Janet Byers-Dent)

  - Rename “Meets these Requirements:” to “Course Delegations”; don’t need all the labels; keep consistent with Class Search
  - Need to pay attention to language used on an institutional level
    - Department = administrative UDS structure
    - Subject = Timetable listing (not synonymous with Department)
  - Course Website URL Would be a minimal nicety in interim
  - Advanced Search
    - L&S curriculum requirements have been revised - touch base with DARS
    - Include special topics

How the Advisory Group can help moving forward (Karen Hanson)
The Advisory Group agreed to meet more often to discuss features for version 2 and beyond. Therefore, the Policy & Content Subcommittee will not continue to meet at this time.