

CORAL Web Committee Agenda & Minutes

Agenda – August 4, 2016 9am EST

(Meetings are scheduled 9am EST on the first Thursday of the month)

Attendance:

Louisa Choy
Yan Song
Scott Vieira

1) Announcements – Google Analytics, Meeting Time?

Scott Vieira demonstrated the Google Analytics setup. We also discussed the possibility of changing the meeting time to 10am EST.

2) Governance Review

Review current edit suggestions for governance document. Discussed history and purpose of governance document and the definition of affiliates. Scott Vieira will accept edit changes, remove ex officio status, remove IT participant requirement, and submit to SC for approval and recommendations.

3) Research Media/File Manager for WordPress

Louisa Choy is going to research media/file manager plugins for WordPress. We are looking for a file manager with folder and larger file support.

4) Documentation Update

Reviewed Organizations. The group has done a great job of moving forward ahead of the assigned section. Scott Vieira will send out a new assignment for the Licensing Guide. Yan Song mentioned the importance of having an overview outline for each section. This is something we can write up in the planned style guide.

5) Github for Managing Documentation

Scott Vieira demonstrated where he was on the Github documentation project. Scott reviewed the workflow process, technical requirements and software. The process will include using a git client, python, the following python apps (Sphinx documentation generator and CommonMark),

and ReadtheDocs. Functionality will provide community participation in the documentation project from github repo with multiple formats (i.e., HTML, PDF, ePUB), hyperlinked TOC, and search/index functionality.

Scott is hoping to have all of this finished by the next meeting.

6) News post: Any ideas?

Scott is looking for any new ideas. Scott will also ask the SC.

7) Anything else?

No.

8) Next meeting Thursday, September 1.