

Meeting Notes

RAC Website Working Group

Monday, April 24, 2017

1:30-2:30 p.m. (EST)

Participants: Allison Hardt, Beth Klemann, Rick Kreider, Natassja Linzau, Dale Peabody, Flavia Pereira, Keith Platte

1. Review and approval/disapproval of March 27, 2017, meeting notes. Meeting Notes were approved (Allison, Rick). **Natassja** will post them on the website.

2. Discuss changes made to the website since last meeting.

A. **Sweet 16 Winners pages:** **Natassja** has created and posted pages for winners from 2012-2016 and will continue to add to those each year. She was not able to add the previous three years because that information was not available in the Research Impacts report. The group determined that there is no need to include the lists for 2011, 2010, 2009. This task is complete.

B. Resources for Research Managers:

<http://research.transportation.org/Pages/test-page-five.aspx>

Model Calendar for State Researchers—Updated as much as possible and it is good for now. **Natassja** also updates the RPPM calendar with current year's dates when they become available. Completed.

Acronyms and Abbreviations—Maina took care of removing the trifold link was removed and this is good to go. Completed.

SP&R Link—**Natassja** will check with **Sue** to see if she got a link from FHWA yet. In progress.

Map of Highway Research Orgs—Moved to the parking lot for now, waiting until AASHTO finishes its reorganization. On hold.

Trading Cards page—This page does not need to be on the website. 1. **Natassja** will remove the outdated contact info for Jim Simes (who is retired), 2. **Natassja** will move the trading card documents to RPPM, and 3. **Natassja** will keep the other two links under Reporting/Technology Transfer while removing the link to the Trading Cards. [Update: **Allison** created an updated version of the trading cards page for posting on RPPM. **Natassja** will post it.] Regarding the idea of having a Communications/Marketing page that would provide guidance for state DOT research managers, we will revisit this issue in future. On hold.

RPPM Section—Guide for Developing a State Transportation Research Manual page will contain the information it currently has but **Natassja** will work with **Sue** to (a) create a "Manual" document type on RPPM, (b) find all the manuals that currently exist and tag them with that document type, and (c) create a query link that will link from the RPPM section of the SCOR/RAC Resources page to a query containing all records with the Manuals document type on RPPM.

Ahead of the Curve—At our March meeting, Sue stated that an Ahead of the Curve website is in the works and we will reach out to David Jared to include a link to that website once it is live. **Natassja** will contact David Jared and ask him what the time frame is for the website launch.

State DOT Research section—**Natassja** will fix the heading for that section + put all three state resources on the Fact Sheet page as static links below the state logo (publications, research website). The current link will remain connected to the Fact Sheet itself.

C. FAQ Section:

<http://research.transportation.org/Pages/test-page-two.aspx> We did not have enough time to get to the FAQ section, so we will address this at our next meeting in May.

3. Introduce Keith Platte and have him talk about the new WordPress platform for the SCOR/RAC website.

--New look and feel of the website

--View sample site that has already been migrated: <http://communications.transportation.org/>

--Discuss using the AASHTO Membership database (AMIMS)

Keith talked about the upcoming migration of all AASHTO committee websites to the WordPress platform. AASHTO liaisons will be responsible for keeping the content up to date. The goals of the migration are as follows:

- Make websites more user-friendly so they can be updated more easily
- Give them a more modern-looking interface
- Ensure that content included on the websites is current, relevant, and pertinent

Content

Other committee sites are being forced to archive a lot of their content. AASHTO is ok with migrating all of our content over to the new platform, but we need to think about whether or not there is content on our website that should be archived behind a password-protected area in AASHTO's infrastructure. For example, meeting notes older than 2 years old will not be kept. RAC has the largest collection of pages, but we also have active management (this group).

Dale mentioned that they had to do the same thing with their web content in Maine. Allison asked if we even need the State Fact Sheets because it is very time-consuming trying to get all the states to update them every year. We will consider carefully any content that may be a candidate for archiving, but we have also gone through the website quite extensively as a Website Working Group, so we have already gotten rid of a lot of pages and can continue to think about what content we really need on the website. **Natassja** suggested that one easy target is to get rid of the old Survey Results pages (before we had a RAC Surveys database). She will take care of getting rid of those pages over the next few weeks. Other than that, we will likely keep the rest of our content on the website for migration.

Everyone on the Website Working Group is charged to take a hard look at the website and make sure everything is current and needed – some committee info is out of date. All will be archived for committee use if not retained as current.

Membership

Keith talked about the AASHTO Membership database (AMIMS) and how that can be dynamically displayed on the website after the migration through a plug-in. No one could think of any compelling reasons why this should not be integrated into the website, but **Allison** will check with the Admin Task Force on their call tomorrow and make sure there is consensus.

Rick suggested that we should make sure we do a demo of the new website at the RAC Summer Meeting in July; it sounds like it will have been migrated by then. **Dale** said he would talk to Kentucky DOT to get on the agenda for one of the sessions so we can demo the site.

Adjourn