

2005/2006 SCCLL SIS Technology Committee Report

The Technology committee's primary goal this year was to expand the SCCLL web site content, as directed in our charge:

- **Strategic Initiative #1, Changing Perceptions**
The SIS Web site is our most prominent illustration of the varied communication talents and legal information expertise of our members. The continued development and reorganization of this major marketing and information resource is of paramount importance.
- Expand content and enhance timeliness of web site to include:
 - An innovative best practices page
 - A question and answer or FAQ page
 - A collection development policies page and links to them
 - Investigate adding a Section membership directory page with addresses and phone number information
 - An "appreciative customer" page ("Pats on back stories")
 - Job descriptions and links to them
 - A space requirements/collection growth page for "typical law collections" (see: Minnesota Model).
 - Page entitled "What makes a Great Web Site."
- In collaboration with Membership/ Mentoring and Publicity/Public Relations, continue to promote total membership usage of listserv, including trustees, of the SCCLL listserv.

Most of the content enhancements were realized, including useful listserv discussion summaries under Best Practices, advocacy materials, updated Appellate Court Standards, and collection development resources. See attached Update Record and Web Site Timeline for details.

Other web site enhancements:

- Search capability added for listserv archives
- Password-protected directory created for future use; "members-only" section which might include an electronic SCCLL member directory
- *Disposing of Used Law Books* guide, contributed by Laura Orr.
- *Guide to Laws About County Law Libraries*, contributed by Paula Seeger.
- *Web Site Design Resources*, contributed by Katie Jones.

Goals for next year's committee include recruitment of a permanent SCCLL Webmaster and List Administrator. Collaboration with other SCCLL committees, including contribution of web site content, should also be increased.

The Technology Committee will be chaired for 2006-2007 by Katie Jones of the Wyoming State Law Library.

Karla Gedell, Chair
Minnesota Attorney General's Office

Committee Members:
Rita Kaiser, Temporary Webmaster
Katie Jones
Claudia Jalowka
David Whelan
Amy Hale-Janeke
Kim Ositis, Newsletter Editor

Attachments: Update Record
Web Site Timeline

Technology Committee Timeline

August 2005

Assembled Technology committee:

Greetings, SCCLL Technology Committee members! Welcome to our new members, David, Rita, and Katie - we're glad to have you aboard.

Here is the committee roster for 2005-2006:

Karla Gedell (Chair), Minnesota Office of Attorney General, karla.gedell@state.mn.us, (651) 215-1398

Amy Hale-Janeke (Webmaster), San Diego County Public Law Library, ahale@sdcll.org, (619) 531-4437

Katie Jones, Wyoming State Law Library, kjones2@state.wy.us, (307) 777-6487

Rita A. Kaiser, King County Law Library, rita.kaiser@metrokc.gov, (206) 296-0940

David P. Whelan, Cincinnati Law Library Association, dwhelan@cms.hamilton-co.org, (513) 946-5263

Kim Ositis, King County law Library, kim.ositis@metrokc.gov, (206) 296-0940

Claudia Jalowaka, Connecticut Judicial Branch Law Libraries, claudia.beth.jalowka@jud.state.ct.us, (860) 706-5151

YAHOO GROUPS

Our committee utilizes a Yahoo! Group called SCCLL-Tech. To post a message to our group, just use sccll-tech@yahoogroups.com. The Yahoo group functions as our electronic archive, including past messages, logo files, even a calendar for AALL deadlines (ca 2002). Once Joelle Gresham gives me "moderator" status, I will be sending you invitations to subscribe to this group. Please DO subscribe. Once subscribed, you may set your preferences to receive regular e-mail messages or a digest format. You may read messages by logging into yahoogroups.com, or you may specify your work e-mail to receive the messages (way easier).

Discussion List Administrator

Amy Hale-Janeke will continue to be the SCCLL-SIS Discussion List Administrator. If anyone else would like to get involved with this particular project (and eventually be the administrator down the road), please contact Amy and we can work on a gradual transition.

8/8/2005 - Rita Kaiser agreed to manage discussion list. Amy Hale-Janeke will be webmaster.

8/26 - 9/3/2005 - Hurricane Katrina hits New Orleans. Amy's last day at Sacramento (?) County Law Library is 8/30/2005; she's supposed to be in transit to New Orleans. Later hear she will be at new job at 5th Circuit Law Library at temporary location in Houston, TX.

10/20/05 - Amy is set in Houston. Committee starts to re-group. Rita K. will be temporary webmaster. We start to figure out what to fill in the web site.

11/7/2005 - Rita is working on web site. Will make color change on main section to improve legibility. Karla sent several discussion list summaries to Rita via e-mail; Rita will contact posters for permission to post on SCCLL web site under "Best Practices." Karla responded to Katie Jones, who volunteered to build a webliography on "What Makes a Good Web Site."

11/9/2005 - Katie also volunteered to round up Collection Development policies for posting on the web site. She requested via discussion list on 11/8/2005.

12/6/05 - Karla sent message to list about web site updates, including collection development and best practices section additions.

2/16/2006 - Rita continues to add content to the web site. Message sent today about first addition to *Advocacy* under Toolbox (Washington's funding efforts - J. Holcolmb); Laura Orr's *How to Dispose of Used Law Books* and Annual Meeting Schedule updates.

2/24/2006 - sent message to Amy Hale-Janeke to see if she would like to continue as list administrator. 5th Circuit Library in New Orleans has re-opened.

2/24/2006 - Katie Jones uploads *Web Site Design Resources*. Rita added to web site 3/13/2006.

3/13/2006 - Rita revises Best Practices page; discussion summaries in PDF format.

5/2/2006 - Rita adds Search capability for SCCLL Listserv.

5/2006 - Annual Meeting information is updated, including the SCCLL Alternative Program.
- Rita establishes password-protected directory for future "members-only" area.

Throughout the year: SCCLL Newsletters posted

SCCLL Web Site: Update Record

Updated June 12, 2006

Section Name	Web Site Description	Proposed Contents	Progress/ who is working on it	What's There / When Updated
Advocacy (Under Toolbox)	Purpose of this are is to share information to assist in advocating for funding and legislation.	letters lobbying plans funding issues & how solved resolutions statistical information	Rita added materials from Washington County Law Library's successful funding requests.	Updated 2/14/2006; outline, sample letters, more
Best Practices - Model Libraries (Toolbox)	General policies developed by SCCLL libraries	Policies; Discussion list summaries	Katie Jones (WY) to build webliography of "good web site" features. Karla sent Rita 2004-2005 saved discussion question summaries 11/7/2005. Last updated: 4/19/2006	12/6/05 - added discussions on WiFi & Revenue Generators; Page REVISED 3/13/2006 - discussions in PDF format; Katie's web site resources added
Job Descriptions	Collection of job descriptions, sample interview questions, and employment resources.	Sample library job descriptions from SCCLL members; links to Occupational Outlook Handbook descriptions		Sample library job descriptions from SCCLL members; links to Occupational Outlook Handbook descriptions
Space Issues (Toolbox)	Q&A related to library downsizing, threats of library elimination Disaster planning?	Downsizing solutions Ideas for advocacy - saving library space Articles Successful campaigns to save space Library Redesign Issues Sample Disaster plans?	Limited listserv discussion; <i>no date</i> .	
Collection Development (Toolbox)	Sample Policies Web Links Bibliography	Primarily sample collection policies Articles / Links Core Collection Documents	Katie Jones (WY) to gather policies for posting - sent to SCCLL list 11/8/2005	Policies & webliography added 12/6/05 (Katie J)
FAQs (Toolbox)	Dear Marian: What to do when ... guides; stuff that doesn't fit elsewhere	Cool items:	Guide to the Laws About County Law Libraries / Paula Seeger, Dane County Legal Resource Center, Madison, WI Guide to Disposing of Used Law Books / Laura Orr, Washington County Law Library	2/14/2006 - Laura Orr's guide
Law Library Standards (Toolbox)	*links directly to PDF of 2002 County Public LL Standards*	Links to County Public Law Library Stds Appellate Court Standards	County Public LL Stds 2002 (Appellate Court Stds 2005 on Home page)	Appellate Court Stds (2005) on Home page 12/6/05