

# 2015-2016 CALA **Annual** Report

## Web Committee

**Your Name:** Weiling Liu

**Email:** weiling4cala@gmail.com

**Committee Name:** Web Committee

**Committee Roster:**

Weiling Liu (Co-Chair) [w.liu@louisville.edu](mailto:w.liu@louisville.edu) University of Louisville  
Yanhong Wang (Co-Chair) [yanhongcala@gmail.com](mailto:yanhongcala@gmail.com) Shepherd University  
Suzhen Chen [suzhen@hawaii.edu](mailto:suzhen@hawaii.edu) University of Hawaii  
Minhao Jiang [mjiang14@illinois.edu](mailto:mjiang14@illinois.edu) University of Illinois at Urbana-Champaign  
Haihua Li [haihuali@hotmail.com](mailto:haihuali@hotmail.com) Michigan Technological University  
LiLi Li [LiLiLi@GeorgiaSouthern.edu](mailto:LiLiLi@GeorgiaSouthern.edu) Georgia Southern University  
Hongyang Mao [homao@syr.edu](mailto:homao@syr.edu) Syracuse University  
Jingjing Wu [jingjing.wu@ttu.edu](mailto:jingjing.wu@ttu.edu) Texas Tech University  
Xing Zhao [babla\\_zx@163.com](mailto:babla_zx@163.com) Beijing Normal University

**Committee Charge:**

Assist the Webmaster to develop and refine the Association's websites and online systems.

**Tasks Completed (according to the 5 Goals Outlined in the CALA 2015 Strategic Plan if Applicable- Be Specific):**

***Projects:***

*(Note: CALA's Web sites were hacked on 7/7/2015)*

a. *Migrate CALA's main web sites to a new host provider - DONE (7/16/2015)*

b. *Restore and migrate websites to the new hosted server*

1) *Main site (<http://cala-web.org>)*

i. *Rebuilt – the new site was setup in production – DONE (7/21/2015)*

ii. *Explore a new system (Tried to upgrade the system several times without success. Take this chance to see if there is a better system for the site.) – Tried Concrete5 and WordPress but still found Drupal the better solution for quick restoring.*

iii. *Restore – (everyone) (old site restored on <http://web-cala.org/calaweb>. Will be migrated to the new system.) - All the public pages were restored by 12/8/2015.*

2) *Membership Database (<https://intranet.cala-web.org>) (new URL) (old URL: [my.cala-web.org](http://my.cala-web.org))*

i. *Rebuilt – site was up in production with live webform – DONE (9/1/2015)*

ii. *Restore and enhance system and data management – all the contact records and current members' records were restored.*

- 3) *Daidai* (<http://daidai.cala-web.org>) – migrate to WordPress
    - i. *Setup server* – DONE (9/18/2015)
    - ii. *Restore contents (Hongyang, Suzhen)* – Old contents need to be restored temporarily and then to the new server.
  - 4) *CALASYS* (<http://ir.cala-web.org>) (institutional repository)
    - i. *Restore* – DONE (9/17/2015) – added new task force members and some new plugins – (10/3/2015)
  - 5) *Vote* (<http://vote.web-cala.org>) – rebuilt –DONE (7/31/2015)
  - 6) *Project (For EC to store documents)* - restore
  - 7) *Chapters* – restore – (vendor) DONE (7/31/2015)
- c. *Restore Listservs* - DONE (7/31/2015)
- *CALABoard* ([calaboard@web-cala.org](mailto:calaboard@web-cala.org)) (new domain)
  - *Chairs* ([chairs@web-cala.org](mailto:chairs@web-cala.org)) (new domain)
  - *Chapter Presidents* ([chp@web-cala.org](mailto:chp@web-cala.org)) (new domain)
  - *CALAlist* ([calalist@cala-web.org](mailto:calalist@cala-web.org))

1. *Further membership retention and engagement by enhancing communications among CALA members through various means including innovative technologies and members' information sharing*

*Engage and connect members so that a community can be developed where members can obtain guidance and comradeship for as broad spectrum of professional development needs as possible (2020 Strategic Plan, Goal.1.3)*

**Projects:**

- a. *Online membership directory support (from FY13-14) (Minhao and Weiling) (1/31/2016)*
  - b. *Provide assistance to Print Membership Directory project (generated a member list and previous template files (Minhao and Weiling) – DONE (10/31/2015)*
2. *Provide support to CALA 2015-16 elections or surveys (6/30/2016) (2020 Strategic Plan, Goal.2.4)*

**Projects:**

- a. *GMA Chapter election (Sept. 2015) – Minhao - DONE (9/11/2015)*
- b. *NCA Chapter election (Sept. 2015) – Weiling – DONE (9/18/2015)*
- c. *CALA 2015-16 election*
  - i. *Setup a form for call nominations – Weiling – DONE (10/13/2015)*
  - ii. *Election support (early 2016) – Minhao and Haihua*
- d. *Best Book Award form and page – Weiling and Minhao – DONE (12/8/15)*

3. *Enhance CALA members' professional networking and connection opportunities by leveraging existing systems and/or identifying new technologies; Preserve and promote Chinese culture and librarianship and collaboration with China from all directions. (2020 Strategic Plan, Goal.6.1)*

**Projects:**

- a. *Explore a new cloud-based storage hosting provider – looked at some other options, but recommended Dropbox for Business (Yanhong and Weiling) - DONE (10/31/2015)*
- b. *Explore a new online meeting solution – looked at some other options, but recommended WebEx (Weiling) - DONE (10/31/2015)*
- c. *Improve contents, structures and publishing experiences on the CALA's public interface. Support CALA's website operational planning, enhance and streamline the ads management, improve user experiences, release some repetitive works through technology enhancement (Jingjing and Haihua)*

**Goals and Objectives Accomplished:**

Processed about 40 advertisement requests with about \$7,100 as of 12/15/2015. **Processed 45 requests by 5/5/2016 with about \$6,000.** (Mainly done by Lili and some by Yanhong).

**Goals and Objectives to Be Completed in 2016:**

- *1.b. Restore Board Documents (meeting minutes and reports) 2014, 2015 – DONE (as of 5/5/2016)*
- *1.c. Online membership directory support (from FY13-14) (Minhao and Weiling) (DONE 5/4/2016)*
- *2.a Election support (4/20/2016 – 5/10/2016)*
- *3.c. Review web contents for retention, revision, development and weeding, editorial guides, SEO, site activities, etc. (To be completed during the restoring and rebuilding process in 2016)*
  - *A sitemap was created (still needs to be refined.)*
- *b.3).ii Restore Daidai Xiangchuan website (DONE 2/15/2016)*
- *Implement the central storage, Dropbox for Business (DONE 11/17/2015)*  
*Folders for CALA documents: the board, Web Committee, system backups, and subfolders for Publications Committee:*
  - *Incoming folder for CALASYS*
  - *Incoming folder for News (Newsletter, Facebook, YouTube, etc.)*

○ *Incoming folder for OPS*

**Budget Requirements or Reimbursement Requests (if any):**

Budget Requested: \$1500.00 for all the Web maintenance, server storage and online meeting and was approved by the Board.

**Questions/Comments/Suggestions for the Board (if any):**

**Summary Paragraph: In a few sentences, highlight your achievements, concerns, or suggestions that you mostly want addressed. This should be the main point of your committee report.**

Due to the hacking, restoring the servers became the major tasks between July 7 - December 15, 2015. The websites were rebuilt or restored on a new hosted server which provides a more user friendly administration backend, better support and lower cost (The whole migration and subscription cost was \$522.17. The subscription is good till the end of July 2017. So the monthly cost is about \$22 verse \$36 with the old provider.)

CALAlist and some other listservs have been built or rebuilt. The main webstie, cala-web.org has been restored with a new logo and structure design. *The Intranet site has been rebuilt with security login at <https://intranet.cala-web.org> and online Membership Directory. All the other websites have been rebuilt. The Library Jobline has received a total of 85 requests with about 78 completed postings (about \$13,000 incoming.)*

In addition, posted or updated many pages on the main website. Provided support to many requests such as listserv monitor and maintenance, setup survey or voting systems *for Chapters, the Board and Task Forces as needed.*