

Draft Charge Letter for Web Page Task Force

Thanks you for agreeing to serve on a task force to assist in the implementation of updates and revisions to the UCDRA web page. You will be working with Marjorie Ahl of the Retiree Center in this effort.

Marjorie has been tasked with upgrading the web site to be consistent with current UC Davis campus standards and improving the overall character of the site. As you know, Marjorie worked with the UCDRE last year to accomplish this same goal. Their improved web site has been implemented.

While I want you to take a broad view of the site and its integration with other appropriate functions of the association, there are several specific areas I am asking that you consider:

1. Look at the site's overall presentation in terms of functionality, utility and access for Retiree Association members and make recommendations for improvements.
2. Consider the UCDRA web site in light of the UCDRE and Retiree Center websites to recommend improvements needed, if any, in the interfaces of these sites.
3. Consider what role the web site should play in the overall communications plan of the UCDRA.
4. Consider whether there should be an oversight committee that assists in managing the web site. If so, in what way? Should the chair of such a committee be a member of the Executive Board?

You will want to talk with JoAnne Boorkman, UCDRE Vice President, who chaired a similar task force in preparation for the improved UCDRE site.

A progress report at the November meeting of the Executive Board would be appreciated

Janet Hamilton

President, UC Davis Retiree Association