



spreadsheet software. This could make it more feasible for the Executive Office to directly update the Conference web page as soon as it is needed.

**Conclusions:**

The Committee finds that the ISSC web page would better serve the members if it was updated to utilize newer technology to provide information to the membership and committees in a more timely and efficient manner. There was considerable discussion about the possible use of an ISSC Facebook page for timely dissemination of current information. This would best be done as a private Facebook page, only accessible by ISSC members. However, there was consensus in the committee that use of a Facebook page would require someone in the Executive Office to constantly monitor it and that this may not be practical for the Executive Office to do. Since the Conference has hired a contractor to maintain its web page, updates to the web page immediately before and during the Conference should be facilitated by the Conference's web page contractor in order to require minimal effort by the Executive Office staff.

There was also discussion about disseminating general education videos produced by the ISSC through YouTube. Again, use of YouTube would require oversight and some effort on the part of the Executive Office to maintain these. Offering educational videos in this manner would need to be coordinated with the Education Committee. Similarly, actions to place laboratory methods on the ISSC web page would need to be coordinated with the Lab Methods Review Committee.

The committee feels that a meeting with the Conference's web site contractor would be useful to determine what options are available for rapid update of time critical material during the Conference, for offering online videos and to discuss other options available for improvement of the Conference web site. A number of the Communications Committee members have had experience in creating and maintaining web sites and may be able to assist in discussions with the Conference's contractor.

A Survey of the membership regarding ways to improve communications (as was suggested by the Committee in 2011) may be premature at this time, but should be considered in a year or two to fine tune the web page to the needs of the membership.

**Recommendations:**

The Communications Committee recommends that the Executive Board appoint a committee to monitor the ISSC web site on a routine basis to assure that information is current and to suggest improvements as needed. The Communications Committee would be willing to play a role in that process.