Web Standards Committee Meeting
November 19, 2013
LC-62

Present
Lucinda Aborn
James MacDevitt
Sarah Ramirez
Ty Bowman
JoAnna Schilling

Monica Acuña
Abner Caguioa (Ace
Patrick O’Donnell
Vyikki Morgan
Samuel Chavez

Not Present
Barbara Soden
Ronda Gartrell
Tim Kyllingstad
Carl Bengston

Web Sub-Committee update and homepage changes
Dr. Schilling told the group that the sub-committee has been working very hard in discussing what goes on the homepage. The group is about two meetings away from completing their goal which is to have the site out by December.

Review web site philosophy
Hand out titled Recommendations for Website Priorities.

Ty brought up the Cerritos College’s current homepage and then switched over to the page the sub-committee is currently working with. Dr. Schilling pointed out the differences.

Ty passed out the survey Shirley Arceo created asking students what there priority is when accessing the college’s website.

Dr. Schilling asked Ty if he can brighten or bold the more student’s link so it will stand out.

Dr. Schilling asked the group for ideas on a link name that grouped all the academic programs on campus. Abner said it would be difficult to find a name that will umbrella them all but his research of other school sites indicates; Student Success Programs and Academic Resource Programs are common names.

Dr. Schilling continued to show the group the website being constructed. She indicated the community box holds the faculty and staff link. She demonstrated the academic calendar and said that students have said that the calendar is important to them. The calendar will automatically drop an event when
it’s over.
Dr. Schilling stated that Kelly Kwan is currently working on re-designing the icons for the student box. She also mentioned that a contest will take place to replace the Cerritos College logo. Dr. Schilling talked about the current state of the calendars and how there is so much cross information it’s difficult to know where to look. The idea is consolidate.

Dr. Schilling told the group that the sub-committee will meet two more times and will hopefully meet the goal to release the website at the end of December 2013. JoAnna asked the group if input should be gathered from the campus before the website goes live. Ty suggested the site go live without the input, websites are always a work in progress and will have to be dealt with daily anyway.

Ty brought up a few of the websites that have been worked on by him and the sub-committee. Member from the group commented that the hills design should be removed.

Ty presented the search engine portion of the website he has been working on. He would like to combine the search engine with the ABC index so that key words will bring up that information as well as links.

Dr. Schilling asked the group if it would be best to form a focus group instead of sending out a survey. Sarah suggested students be involved in the focus group. Abner suggested he go to the next senate meeting and ask students to be part of the focus group. He said he work on having a group before the end of the semester. Dr. Schilling will speak to Lynn Laughlin about a classified focus group.

Dr. Aborn asked Ty if the new site has been tested with screen reader. Ty responded that he and Samuel will take it through Jaws.
Dr. Aborn told Ty that the accessibility symbol needs to sit at the top of the websites homepage (it links to DSPS).

Dr. Schilling asked Ty to demonstrate the mobile site. Sarah commented on what an awesome job he had done with it. Dr. Schilling also commented that he did a great job with it. Abner asked if the mobile sight WILL have a header. Ty said it is being developed by Kelly.

CMS and Sharepoint accessibility compliance
Dr. Schilling asked Patrick about compliance sheriff; Patrick said he sent it to Samuel. Samuel said he did try it but it gave him an error message. Patrick asked Samuel to send him the error message.

Dr. Schilling announced that Ty and Dr. Aborn are taking the lead on board policy.

Managing Social Media accounts
Vykki told the group she has been reading media guides from other colleges. Vykki would like some guidance for her facebook page. She feels that the guidelines Shirley Arceo created are not enough to use as a guide. Dr. Schilling suggested a sub-committee that is willing to create guidelines. Dr. Schilling indicated that Shirley created those guidelines for her Cerritos college facebook site. Sarah and Vykki
Morgan volunteered to be on the sub-committee and will present at the next web standards meeting. Dr. Aborn told Sarah and Vyikki that she will send them information she has collected regarding social media.

**Other Business**
Patrick presented the future web email outlook. With this program employees will be able to access shared calendars. He told the group that iphone users will be immediately updated and android users will take one extra step. Patrick asked that the any member of the group that would like to pilot the email contact him.