

Web Standards Committee Meeting
September 23, 2008
2 pm, CB 104

Present

Erik Duane
James MacDevitt
Monica Acuna
Rich Cameron
Samuel Chavez
Ty Bowman
Vykki Morgan
Yvette Juarez

Calendar of Meetings

The meeting dates conflict with the dean meetings and will be rescheduled.

Membership

Ty will ask the Student Body President to appoint a student to attend the meetings.

Program Review Criteria for Web Administration

Ty handed out a Cerritos College Unit Plan form and a sample of a Non-Instructional Program Review from College of the Canyons.

Rich suggested the Web Admin program review assess both internal and external challenges, usability and accessibility and that it show student learning outcomes. He suggested the SLO's would be an assessment of usability and accessibility and could be a simple user survey of 2-3 questions.

It was suggested Ty check with Mark Fronke to see how academic program review is conducted, their criteria, data, etc.

It was suggested Ty relate web administration goals to the college's strategic plan.

Indicate Data Types for inclusion in the review

James suggested Ty make a list of web author trainings administered and the number of web authors on campus. He believes Ty should also include samples of web pages completed by those authors.

A circle chart was suggested that shows all the web services offered by the college such as the public web site, Sakai, MyCerritos, etc., indicate which services are managed by the web administrator and highlight interdependences between web administration and other departments.

It was suggested Ty ask IT for the log files for the web server to analyze those stats for the public web as well as for Sakai and MyCerritos.

Other Business

Samuel contacted 58 instructors during the summer regarding errors and as of today 14 of those have either met with Samuel and resolved the errors or resolved them on their own.

Rich asked if Ty could run a scan on Talon Marks and test the CMS tool.

James asked Ty to scan MacDevitt.com

Vykki spoke about court reporting being ear marked for captioning.

It was pointed out that DSPS has software for converting video/audio files into text captions.