

## WEB STANDARDS COMMITTEE MEETING

Thursday, December 14, 2017

CTX Conference room (LC-201)

3:00 p.m. – 4:30 p.m.

	Last Name	First Name	Present
1	Aborn	Dr. Lucinda	
2	Banuelos	Javier	x
3	Baskette	Shawna	
4	Chavez	Samuel	x
5	Gartrell	Ronda	
6	Kyllingstad	Tim	x
7	MacDevitt	James	
8	Miranda	Veronica	x
9	Morgan	Vykki	x
10	O'Donnell	Patrick	
11	Page	Elizabeth	x
12	Pang	Rebecca	x
13	Pirtle	Sarah	x
14	Walker	Miya	x
	Vuong	Michael	x

## CALL TO ORDER

Meeting convened 3:08 pm

### I. Website Timeline and Progress

Samuel Chavez shared updates on the timeline. The last even happening was migration was successful into a subdirectory in the new account. OU Campus had to move those sub-accounts into the main directory. There was a connectivity issue, a stop-and-go issue. It was completed Friday, the website is ready to go live by Monday. Monday morning, Samuel informed the consultant that we were good to go live with the new website and she can work on the new account. Samuel had to create new accounts for web authors, over 250 users, manually. Without it done, users would not have access to the new website. Now, Samuel is setting up user permissions. We are also working on the new pages. It's going to be a work in progress.

Elizabeth Page - will the authors editing the content before or after we go live. Samuel said both.

Samuel: Samuel has sent emails to the web authors to update their website content.

Miya Walker - in my email to the campus, the website will launch in spring. We did not want to assign a date, because we expect problems to cause the website not go live.

Our design has been sitting for a year, our design became old and stagnant. We recently refined it to conform like our sister campuses. Miya displayed the new website.

Veronica Miranda - Is it possible to hover over the icon to show "give" for the give icon?

The new website also includes changes to the event section-removal of photo icons-the events looked too busy with the pictures and complicated.

We also added student testimony bar. One of the key drivers for people to attend Cerritos college is student's first.

We also added a navigation section. People are interested in the transfer, academic programs, and career tech programs. This makes our website look more competitive than we were prior.

Miya met with Shirley to edit and add to Future Students page. Public Affairs will go back to the top pages to provide feedback on Future Students. The new Future Students page contains more information to students with questions.

Miya also shared the new mobile view of the website. Miya also incorporated a history of the campus, accomplishments, academic excellence, and affordability factors.

Please change 60+ clubs to more than 60 on the About Cerritos College page/

Veronica - would you want a comparison chart of academic excellence comparison with CSU and UC schools?

Miya - yes. More infographics the better. We have a large and diverse audience.

We are also updating our program page —students want to know what degrees, degrees of transfers are available. Transfer Center pages are still under construction as well. Most of the pages are under construction.

Samuel updated the committee on calendar f events page, which is still under construction.

Spoke with developer. They are working on a new template for us. There will be buttons to switch the months and weeks, filter types of events, finding whats going in campus. We did run into some technical issues with the calendar—too many events, events disappearing, etc.

We're also incorporating an add to calendar feature on the website.

Vykki - is there a skeleton of a site map.

Miya - our manual will show the core items on a site map, but not every detail.

This makes us competitive and the website is beautiful. Mobile and tablet view is also available. The website content lines up and is clean. We still have a lot of work to do. The goal is to think through some of the challenges. Making sure the website more intuitive

Sarah Pirtle - how long have we started this?

Miya - 2013-2014 (midyear). WE didn't start the acquisition in 2015.

Sarah - what is the normal turnover of the website.

Miya - at least a couple of years (3-5)

Rebecca - The guideline for web admin is set, correct?

Miya - yes, its been preset.

## II. **Social Media**

Minor changes were presented by Veronica Miranda, including removing political partisan activity in the text of prohibited content.

Incorporate in Prohibited Content a reference board policy to political activity prohibited.

We will need to review by-laws with student groups to ensure conformity with political activity.

Add logo to the Social Media Agreement.

Web Standards Committee meeting.

### **Meeting Adjourned**

4:12 p.m.