

Web Standards Committee Meeting

April 21, 2022, 10 a.m. – 11 a.m.

ONLINE (ZOOM)

Meeting attended by: Samuel Chavez, Chris Elquizabal, Ilva Mariani, Hugh Nguyen, Patrick O'Donnell, Miya Walker, Don Whitney, Albert Wilmovsky
Absent from meeting: Javier Banuelos, Lisa Blod, Marcela Daltro, Erik Duane, Tim Kyllingstad, Mark Olague, Sarah Pirtle
Guests:
Date: April 21, 2022
Time: 10 a.m. – 11 a.m. Called to order 10:08 a.m. by Miya Walker
Location: Zoom Conference
Minutes by: Samuel Chavez

Agenda Topic #1: Approve Minutes

- Review minutes from February 17, 2022 meeting.
- **One abstention. Ilva – motion to approve. Samuel – 2nd. Motion carried.**

Agenda Topic #2: Modern Campus cloud transition updates

- **Miya:**
 - Moving ahead to transition to cloud
 - Target start: Summer 2022
 - Will transition process to new web administrator is in place

Agenda Topic #3: Website Review and Site Improvements

- **Miya:**
 - Demonstration of left navigation menu in mobile view
 - Looking for web administrator to streamline website further

Agenda Topic #4: Questions and comments

- **Ilva:**
 - Q: How does the search function on the website work? Having trouble with finding items.
- **Samuel:**
 - Provided overview of Google search functionality on the district's website, proper set up, meta tags, etc...
- **Miya:**
 - Q - Ilva: What kind of items are you having trouble searching for?
- **Ilva:**
 - Cites difficulty finding items that should be obvious to find (catalog/schedule)
 - Do we have any control over the Google search function
- **Samuel:**
 - Suggests that the issue goes beyond Google search functionality.
 - Communication between departments as to when items are posted is a larger issue at play

- Group agrees that there is a possible breakdown in communication between departments/divisions in terms of content being posted. Perhaps a better way of (digital?) of communication can be established in regards to when items should be posted in a timely manner which would affect how items are listed in the search engine results page.
- **Samuel:**
 - Brought up the possibility of looking into Instinct product for the website.
 - Instinct offers a way to track students and lead them to where they want to go
- **Ilva:**
 - Asked for and received an update on the Web Administrator position
- **Miya:**
 - Will discuss summer schedule during our next meeting if we meet on May 19, 2022.

Meeting adjourned at 10:44 a.m.

Next meeting: May 19, 2022 at 10am Zoom