

**Web Standards Committee Meeting**  
**September 23, 2021, 10 a.m. – 11 a.m.**  
**ONLINE (ZOOM)**

**Meeting attended by:** Lisa Blod, Samuel Chavez, Marcela Daltro, Ilva Mariani, Hugh Nguyen, Sarah Pirtle, Miya Walker, Carla Yorke, Albert Wilmovsky

**Absent from meeting:** Javier Banuelos, Patrick O'Donnell, Erik Duane, Liz Page, Mark Olague, Tim Kylingstand

**Date:** September 23, 2021

**Time:** 10 a.m. – 11 a.m. Called to order 10:05 a.m. by Miya Walker

**Location:** Zoom Conference

**Minutes by:** Irma Gorrocino

**Agenda Topic #1: Approve Minutes**

- o Reviewed and approved minutes from July 22, 2021 meeting. **Ilva– motion to approve the July 22 minutes; 2<sup>nd</sup>– Albert;** Motion carried.

**Agenda Topic #2: Introduction of New Members**

- o Carla Yorke (ACCME)
- o Lisa Blod and Ilva Mariani (Faculty Senate)
- o Hugh Nguyen (Confidential)

**Agenda Topic #3: Web Administrator Position**

- o Miya indicated that she is seeking input from the committee regarding the role of the web administrator. She indicated that a real-time test may be part of the interview process.
- o Miya shared she is considering sending a questionnaire to the committee, seeking input on potential questions to ask candidates.
- o In providing a brief onboarding to new members, Miya shared that the committee was working on generating a task list to help identify additional objectives including the development of the website survey. The survey shows that the campus community is satisfied with the website; however, there are some areas in need of improvement.
- o Marcela asked for clarification regarding obtaining the questionnaire. Miya clarified in lieu of the survey she'd prefer to receive potential questions relevant to the position in an effort to aid the hiring committee in their development of the hiring process for the position.
- o Miya also asked the committee to consider what areas of improvement they are willing to consider from a committee member standpoint that will benefit the Web Standards Committee.
- o Albert asked for clarification regarding the role of the website administrator related to the development of the redesign of the campus website this fall semester.
- o Miya clarified contingent upon the timeline we may or may not see changes this semester.
- o Ilva asked for clarification regarding the website and where it is housed. Samuel provided an overview related to the security features and other technical components related to the website including of moving towards a cloud-based component.

- o Miya suggested that moving the website to a cloud-based environment is a subject to be discussed at a future meeting.

**Agenda Topic #4: Questions and Comments**

Meeting adjourned at 10:43 a.m.