

## **Web Standards Committee Minutes February 22, 2018**

### **In Attendance:**

- Banuelos, Javier
- Chavez, Samuel
- Gartrell, Ronda
- Kyllingstad, Tim
- Miranda, Veronica
- Morgan, Vykki
- Pang, Rebecca
- Pirtle, Sarah
- Walker, Miya

### **CALL TO ORDER**

Meeting convened 3:07 pm

#### **I. Website 'Go Live' process**

- Conversion to new site will happen over Spring Break holiday and will take about 2-5 days. The conversion will happen over 6 steps between Javier Banuelos and Samuel Chavez. The first 2 steps will be done before Spring Break, so we'll have a better idea of how long it will take.
- Javier will point the DEV and CMS servers to WWW. Samuel will update all links with a Find and Replace feature, then fix broken links, and republish the whole site in small batches.
- Samuel says the web conversion is a process and will be revealed in pieces throughout the week.
- There will be a link at the bottom of the homepage to report issues.
- Miya will send an email out to campus beforehand.
- During the conversion, Miya will put up a warning on the old site in case there are any bumps.
- She will upload a case study showing the timeline of the work done so people will see the amount of work that has been put in so far.

#### **II. Web Design Updates**

- On homepage, Resources link has been changed to SERVICES
- Added Community Ed and Adult Ed to Academic Divisions
- Programs of Study, Degrees and Certificates neatly organized by division and degree type
- About link has nice history of the college, showing past superintendents since 1956
- List of Awards Received included along with some quick fact infographics
- 20-40 new pages have been created. 20-30% of pages on the old site have been removed.

Tim Kyllingstad requests an ALT TAG on homepage Donate button.

Javier suggests adding Dr. Fierro's personal Twitter to the President's Office webpage.

Tim Kyllingstad is still concerned that Facebook is not accessible.

## **Meeting Adjourned**

4:09 p.m.