

**Cerritos College**  
**Web Standards Committee Minutes**  
**December 17, 2020**

**Meeting attended by:** Miya Walker, Javier Banuelos, Samuel Chavez, Erik Duane, Tim Kyllingstad, Patrick O'Donnell, Liz Page, Rebecca Pang, Sarah Pirtle, Carl Stammerjohn, Albert Wilmovsky, Nick Real,

**Absent from meeting:** Daniel Gardner, Frank Saldana, Mark Olague

**Date:** December 17, 2020

**Time:** 11 a.m. – 12 p.m. Called to order 10:07 a.m. by Miya Walker

**Location:** Zoom Conference

**Minutes by:** Irma Gorrocino

**Agenda Topic #1: Approve Minutes**

- Reviewed and approved minutes from November 11, 2020 meeting. **Erik– motion to approve the November 11 minutes; 2<sup>nd</sup> Elizabeth;** Motion carried.

**Agenda Topic #2: Update from committee chair on report to Coordinating Council on November 7, 2020**

- **Update:** Miya reported she provided the Coordinating Council with an update on the committee's efforts to evaluate third-party sites. She informed the Council that more discussions and review were needed.

**Agenda Topic #3: Update and discussion about recommendation letter to Telecommunication Advisory Committee (TTAC) and managers**

- Miya stated the committee does not have the capacity to rollout anything further regarding third party websites that are not ADA compliant. Any assessments or other material that the committee generates will be utilized and shared as an FYI as it does not fall under the scope of the committee.
- This instead can be taken to the Universal Access Committee and ask for guidance in terms of next steps.
- Tim stated he has been doing his part to aid efforts with compliance in the Access Board webinars regarding their guidance and recommendations.
- Miya clarified the Pope Tech tool assessment regarding third party websites go to Universal Access.

**Agenda Topic #4: Discussion of 2021 objectives/projects**

- Miya shared in 2018, when the website was relaunched one of the features left out was a dropdown menu in order to aid users to get information regarding the campus.
- Samuel shared that drop down menus are a challenge due to compliance with accessibility.
- Miya asked if it is impossible, Samuel shared it is not impossible but poses challenges.
- Miya shared due to high traffic on the college's website if there is an option to make menus accessible, she would like to put on the table to explore such an option. This

could potentially mean working with the external web team that works on advanced features in consultation with Samuel in order to streamline information from the homepage.

- Rebecca asked if there was a goal sheet regarding objectives for the committee and Miya clarified there was an assessment sheet she submitted to Academic Affairs and the intent is to have an informal discussion for now and a more formal conversation at the start of the new semester.
- Liz asked where the branding campaign stands. Miya shared the Public Affairs department went before the board and showed the logos and various other materials to aid our branding campaign efforts. At this time there are some elements that need to be adjusted prior to the official rollout.
- Albert asked to be emailed the goals list to the committee, so all members have it.

**Agenda Topic #5: Next Meeting**

- Next meeting is TBD. Meeting adjourned at 11:40 a.m.



