

Web Standards Committee Meeting
February 17, 2022, 10 a.m. – 11 a.m.
ONLINE (ZOOM)

Meeting attended by: Javier Banuelos, Samuel Chavez, Marcela Daltro, Erik Duane, Tim Kyllingstad, Ilva Mariani, Patrick O'Donnell, Sarah Pirtle, Miya Walker, Don Whitney, Albert Wilmovsky
Absent from meeting: Lisa Blod, Chris Elquizabal, Hugh Nguyen, Mark Olague
Guests:
Date: February 17, 2022
Time: 10 a.m. – 11 a.m. Called to order 10:18 a.m. by Miya Walker
Location: Zoom Conference
Minutes by: Samuel Chavez

Agenda Topic #1: Introduction of newest member to the committee

- Professor Don Whitney welcomed to the committee

Agenda Topic #2: Approve Minutes

- Review minutes from December 16, 2021 meeting.
Eric – motion to approve. Albert – 2nd. Motion carried.

Agenda Topic #3: Modern Campus cloud transition updates

- **Miya:**
 - District is now contracted with Modern Campus to initiate the transition of the staging server to the cloud (SaaS).
 - This transition allows for stronger technical support on the staging server via Modern Campus technical support team.
 - Expecting a timeline of the transition process from Modern Campus.
 - Won't take long.
 - System won't be completely down (Production server will remain up).
 - Web authors will be locked out to prevent changes while the transition is taking place.
 - Public Affairs will communicate with campus community regarding the process.
 - Does not expect major issues/setbacks based on previous software transition experience with the vendor but Public Affairs will be prepared.
 - No date available yet. We need to get on the vendor's schedule.

Agenda Topic #4: Website Review and Site Improvements

- **Miya:**
 - Looking to improve overall functionality and architecture on home and some internal pages.
 - Using Google Analytics to guide the process.
 - One area of possible change: adding accessible drop-down menus to the major links on the site.
 - Second area of suggested change: implementing collapsible functionality to the left navigation menu on mobile view to reduce amount of scrolling consumer must do when viewing the mobile site.
- **Albert:**
 - Can photos be collapsed in mobile view?

- **Miya:**
 - Will be looking at data to guide us regarding the image size and go from there.
- **Albert:**
 - Can the quick links menu be converted to a regular page instead of a drop-down menu for mobile view?
 - Will provide examples of what he has in mind on a separate communication piece to Public Affairs
- **Ilva:**
 - On mobile view – why do I see the quick links menu with the regular left menu? The quick links menu should be its own page.
- **Miya:**
 - Good point. Something worth looking into in terms in streamlining the site architecture.
- **Miya:**
 - Other aspect of drop-down menu architecture is content population. What goes in each of the drop-down menus? How much content goes in each of these menus?
 - Cites other district websites that have drop-down menus.
 - Analytics will guide the process of content implementation.

Agenda Topic #5: Questions/Comments

- None.

Meeting adjourned at 11:05 a.m.

Next meeting: March 17, 2022 at 10am Zoom