

Cerritos College
Web Standards Committee Minutes

May 23, 2019

-Quorum was not met, this document is only intended for review-

Meeting attended by: Samuel Chavez, Tim Kyllingstad, Rebecca Pang, Carl Stammerjohn, Miya Walker, Albert Wilmovsky

Absent from meeting: Marla Valdez, Javier Banuelos, Celeste Galvez, Daniel Gardner, Irma Gorrocino, Veronica Miranda, Patrick O'Donnell, Mark Olague, Elizabeth Page, Sarah Pirtle, Christopher Rodriguez

Guests: None

Date: May 23, 2019

Time: 10 a.m. – 11 a.m.

Location: LC201: CTX Conference Room

Minutes by: Miya Walker/Irma Gorrocino

Agenda Topic #1: Call to Order

- Meeting was called to order by Miya Walker at 10:05 am. Quorum was not met.
- Discussion of new members took place in order to determine what new membership of the committee will look like in the months to come.

Agenda Topic #2: Review of the College Committee on Web Standards Document

- Item not discussed due to not meeting quorum.

Agenda Topic #3: Social Media Policy Update

- Item not discussed due to not meeting quorum.

Agenda Topic #4: Web Accessibility Update

- Item not discussed due to not meeting quorum.

Agenda Topic #5: Shared Governance Committee Goals Survey

- Group discussed primary goals for 2018-19 including, Social Media guidelines, updating quorum requirements and maintaining the website.
- Group discussed obstacles, which included: resistance to establishing social media guidelines, shared governance approval process, sharing drafts of the governance process created several drafts of the policy and delays due to the extensive review process which limited the committee from making progress.
- Obstacle: Some felt the legitimacy of this committee was questioned during the social media guideline development process.
- Albert shared that clarifying the committee's purpose is important to disclose. Many are new to the concept of accessibility and they need to know.
- Rebecca suggested requiring absent members send a proxy.
- Goals for this coming year include: continue ongoing efforts, accessibility will have a larger role as more individuals are trained and the implementation of the social media guidelines. Albert agreed and provided feedback.
- Improving internal and external communication

Agenda Topic #6: Website Guidelines for Shared Governance Committees

- Tim brought up the idea of the committee having to review the athletics website as it is built into the California Community College system. The college does not have access to the site and shall perhaps consider putting this into the agenda to explore.
- As a committee, Tim suggested we should be looking at other Cerritos College affiliated websites to ensure they are in compliance with accessibility.
- Reviewed chairperson and membership based on roster.

Agenda Topic #7: Remaining WSC meetings for 2019 objectives and dates

- Item not discussed due to not meeting quorum.

Agenda Topic #8: Questions and Comments

- No pending questions were asked.

Agenda Topic #9: Next Meeting (IF NECESSARY)

- June 27, 2019, 10:00 am, LC-201

Meeting adjourned at 10:58 am and will distribute documents with appropriate input.