SBCCD **DETS-Web Standards**	**02-19-2010** **1:00 p.m. – 2:30 p.m.** **SBVC - C137**	**Minutes**
Hrdlicka, Rick (Chair) Brady, Jason (Co-Chair) Bojorquez, Ana Cabrales, Joe	Jackson, Jack Masoner, James Licerio, Marty Notorangelo, Joe	Mack, Jordan Petinak, Craig Petrovic, Snezana Simonson, Kristi
Topic	**Discussion**	**Further Action**
Approve Minutes 11/06/09	1st Simonson 2nd Brady	
Approve Minutes 12/04/09	1st Bojorquez 2nd Brady	Update attendance list
Other Items		
Communications Plan	Discussed the Plan. Committee is aware that it is a living document and can make suggested changes.	Complete
Section 508 Training	Bojorguez brought in a list of dates for trainings. Committee made decision of what trainings will take place. Each will target a different audience. 1. General population 2. Distance education instructors 3. Web content providers 4. Procurement & Policy Will take place on 3/10, 4/9, 4/13, 5/4. Plan to have 2 sessions one at Valley and one at Crafton.	Courtney Hunter to coordinate and announce.
Criteria for Web Developer to Prioritize Projects	Committee developed a preliminary list of items to prioritize: 1. Security 2. Accreditation 3. Accessibility 4. Financials impacts 5. Convert existing resources to SiteCore 6. Maintain existing Products (i.e. Scholarships) 7. Maintenance of existing pages on current deployement that are not sitecore 8. Creating new resources that are not Sitecore based	Committee to review and finalize list at next meeting

Web Email Google vs. MS Live	Committee to review offerings and make recommendation to DETS Identified the following concerns about adopting Internet based email for students: 1. Currently cannot support email for alumni 2. Account Synchronization 3. Onsite authentication 4. Using account to authenticate other resources (web advisor, campus central, blackboard, etc)	Hrdlicka to provide feedback from tstate wide CIO email list. Arrange for vendor presentations.
Valley College Website Redesign	RFP for redesign went out on 2/17/10. Waiting for proposals to come in and a committee will be created to pick a vendor. In the meantime Petinak and Hrdlicka are putting together a website taskforce. This will have users from across the campus a district and it will be used to facilitate the process and provide user groups.	Updates as needed.
Policy for linking to offsite materials (Students, Faculty, Staff)	Board policy that exists does not cover all of the needs. Policy/Admin Procedure needs to cover the following items: 1. Student organization links offsite 2. Questionable materials 3. Department page link inside only? 4. Faculty linking to offsite resources? 5. Faculty linking to own personal businesses? 6. Disclaimer on webs pages that link offsite. 7. Social Media what is official and who can create them	

New/Old Business	Jason is working to get a free trial of a linker checker tool. Will be tested on CHC website. It will notify departments by email when links are broken within their area. Online Scholarship application is up and running for both campuses.	
Next Meeting	**March 5, 2010**	**TBD**