

TESS Web Standards Committee

Agenda for January 17th, 2013

Time: 2pm – 4pm

Location: District Annex, Conference Room 2 & CCCConfer

Attendees

x Jason Brady (Chair)	_ Ana Bojorquez	_ Milly Douthit
x Rick Hrdlicka	x Craig Petinak	x Kristi Simonson
_ District Marketing	_ Jack Jackson	_ CHC Marketing
_ Yvette Tram	_ SBVC Student	_ CHC Faculty
		_ Junior Gutierrez

Topics

- Approve/Revise Minutes for 11/8/2012 meeting
- IT Prioritization Process, Website, and List
 - <http://tess.sbccd.org/Projects>
- Current, Recent, and Future Web Projects
 - Jason Brady
 - Recent
 - Sitecore Upgrade to 6.5
 - Current
 - Program Review: Outcomes Update
 - Future
 - Student Email Project
 - Calendar Updates or Replacement
 - Scholarship Updates or Replacement
 - PHP Upgrade
 - Kristi Simonson
 - Sitecore Page Editor – easier editor for users to use
 - Requires layout permissions / designer role
- An Event Apart Conference Summary: Mobile!
 - 14 devices in the month before conference
 - Responsive Design & bottom up addition of features
 - CHC looking at making the current design a responsive design, along with looking at feedback for any other changes
- Accessibility Workshop Report
 - Procurement Workshop
 - Technology that is made as a requirement must be accessible
 - Accessible Document
 - Add to Sitecore training “How to make accessible PDFs & Word Documents”
- Question of Modernizing Job Descriptions
- Regular Trainings
 - What trainings are needed?
 - Sitecore & SiteCheck & Accessible Documents

- Creating Web Content
 - Who can offer them?
 - Web Developers & sometimes Interns
 - Marketing (sometimes)
 - Instructors (maybe?)
 - How Often? Flex Days?
 - As Needed or 1-on-1
 - Flex Days for faculty
 - Staff 2 months, 2 trainings on different days
 - Initially, then adjust from there
 - Open labs maybe?
- Review of Goals from District Technology Plan
 - Are we lacking in any of these goals?
 - Changes for Mobile?
 - Nothing for now
- New/Old Business
- Next Meeting
 - Suggested – 4/18/2013, so we have some buffer time to reschedule
 - @ SBVC, Call Rose Garcia to schedule PS-153
 - Before Executive Committee Meeting on 5/3/2013

Goals

1. Recommend policies and develop procedures for acceptable use of social websites, in consultation with faculty, management, staff, and students at the colleges and other District sites.
2. Define standards for Student Email and student email delivery mechanisms.
3. Recommend policies and develop procedures for selection, implementation and management of online systems and services.
4. Define standards for development of web services for mobile devices.
5. Evaluate and approve web tools.
6. Define standards and appropriate use of external links from district-owned websites
7. Define standards and procedures for editing website content and managing currency of that content
8. Recommend policies and develop procedures and standards for best practices and compliance of accessibility/Section 508.

CCCConfer Connection Instructions

Website: <http://www.cccconfer.org>

Click on the "Participant Log In" button under "Meet & Confer". Then find the meeting labeled "TESS Web Standards Committee" and click on the "Go" link to the right. Fill in our name, email, and the pin below. You should be able to test your access up to 24 hours before the meeting begins.

Participant Passcode/Pin: 122261

Presenter Passcode/Pin: 1146101

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