# TESS Web Standards Committee

## Agenda for September 12th, 2013

Time: 2pm – 4pm  
Location: District Annex Conference Room & Online Via CCCConfer

## Attendees

|  |  |  |
| --- | --- | --- |
| \_ Jason Brady (Chair)  \_ Rick Hrdlicka  \_ District Marketing  \_ Yvette Tram | \_ Ana Bojorquez  \_ Craig Petinak  \_ Jack Jackson  \_ SBVC Student | \_ Milly Douthit  \_ Kristi Simonson  \_ Donna Hoffman  \_ CHC Faculty  \_ CHC Student |

## Topics

* Committee Purpose
  + Review of Technology Strategic Plan
* Approve/Revise Minutes for 4/25/2013 meeting
* Chair Election
* Change in TESS Project Prioritization Timeline
  + <http://tess.sbccd.org/Projects>
  + Only 3 meetings per year. Do we need more?
* Helpdesk Communication via Social Media
  + How can we make it better?
  + Automated?
* Current, Recent, and Future Web Projects
  + Jason Brady
    - Current
      * Calendar Updates or Replacement
    - Future
      * Sitecore Upgrade
      * PHP Upgrade
      * Scholarship Updates or Replacement
  + Kristi Simonson
* New/Old Business
* Next Meeting
  + Suggested – 1/23/2014
  + Before Executive Committee Meeting on 1/24/2014

## 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 your 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: 456397  
Presenter Passcode/Pin: 8993015  
Phone: (888) 886-3951  
Cell phone users dial: 913-312-3202