

# TESS Web Standards Committee: Special Meeting

## Minutes for January 17<sup>th</sup>, 2014

Time: 2pm – 4pm

Location: CHC, LRC 135 & Online Via CCCConfer

### Attendees

X Jason Brady (Chair)	_ Ana Bojorquez	X Damaris Matthews
X Rick Hrdlicka	X Greg Zerovnik	_ Donna Hoffman
_ District Marketing	_ SBVC Faculty	X Kristi Simonson
_ Yvette Tram	_ SBVC Student	X Kevin Santoyo (Web Intern)
	X Rania Hamdy	_ Chase Acuna

### Topics

- Approve/Revise Minutes for 9/12/2013 and 11/7/2013 meetings
  - 9/12/2013
    - Kristi Simonson
    - Rick Hrdlicka
  - 11/7/2013
    - Rick Hrdlicka
    - Kristi Simonson
- Content Management System (CMS) Replacement
  - Requirements for our CMS?
    - i. Easy for editors to use
      - 1. Easy to Remember for Casual
      - 2. Easily accessible training modules
      - 3. Easy to Navigate
      - 4. Easy File Management
      - 5. Non-WYSIWYG focused editing
      - 6. HTML Standards Compliant & Cross-Browser Compatible
    - ii. Handle current designs
    - iii. Publishing Model (CMS is not required for the live site to function)
    - iv. Development Language Choice
      - 1. Any required?
    - v. Social Media Integration
      - 1. Sending
      - 2. Displaying
    - vi. Blog & Comment Ability
      - 1. Separate Software
    - vii. Publishing Workflow
  - Evaluation Plan:
    - Groups
      - Editors
        - Power / Top Users
          - Crafton
            - Research & Planning

- Transfer Center
      - Admissions & Records
      - Bookstore
      - Daniel Bahner
    - Valley
      - Athletics / Bryan Sylva
    - District
      - Stacy Nikac
  - Open to Other / New Editors / Self-Identified
    - 5 to 7 people
  - Marketing / Features
  - Management / Planning
    - VPs Instruction
    - VPs Student Services
  - Professional Development / Training
  - Developers
  - Ask Mailing lists / Other colleges about how they handled their CMS / Web department?
    - Glen Dora / Citrus Community College
    - Questions
      - How many web people do you have? Small / 1 or 2 staff
      - FTES?
      - What are they using?
      - How do you handle editing? Centralized or decentralized
  - Working Groups
    - To trim down the choices for the Evaluation group
    - Final recommendation after Evaluation group
    - Members
      - Greg Zerovnik
      - Kristi Simonson
      - Jason Brady
      - Rick Hrdlicka
      - Rania Hamdy
- Funding:
  - Glen says it's more important to have the right software than worry too much about funding
- Sitecore: Do we keep it?
  - Problems
    - Ease of use
    - Required Development Resources
- Other CMSs to look at?
  - Cascade Server from Hannon Hill
  - OmniUpdate
  - Adobe (Day, Contribute, Experience Manager)
  - Drupal
  - Joomla
  - Wordpress
  - dotCMS

- TerminalFour
- Current, Recent and Future Web Projects
  - Jason Brady
    - Master Calendar / Bedework
    - Sitecore Upgrade (latest 6.5)
  - Kristi Simonson
    - Responsive Design
      - Need Testing Devices
  - Yvette Tram
- New/Old Business
- Next Meeting
  - May 2<sup>nd</sup>, 2pm – 4pm @ SBVC
  - Before Executive Committee Meeting on 2/7/2014

## 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: 320092

Presenter Passcode/Pin: 4919222

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