I. Announcements

James starts the meeting with no new announcements or introductions.

II. Agenda

Approval of Minutes – Matt Coombs suggests adding the last name of the speaker in minutes. Committee approves.

Additions to Agenda - No new additions to agenda.

Home Page – James Fitch addresses Matt Coombs to head the talk on home page. Matt discusses that the home page currently looks like loose ads. Matt adds that James has found a slideshow that works well with the new homepage look and does not take up too much space. Matt shows items that James has added throughout the slideshow. He also adds that he has been working with Moxi to create a structure to visually tie in all information on the homepage. Matt brings up cornell.edu to show the committee an audience selector that may be able to replace the audience selector that is currently on the right side of the homepage. There is talks about the ads taking too much space and Deborah Stephens asks if there is a way to have ads look more concise, whether it is making them into buttons or something similar. Matt Coombs brings up MtSac.edu to show a way that the homepage can go with new ads and also suggests that marketing should be part of the committee in order to learn what is wanted in the homepage with regards to news and press releases.

Focus Groups – Megan Blevins starts off by usability testing has been done the past Thursday and results are being compiled. Megan adds that Frank Henderson has agreed to have his tutors do testing on the new website. The tutor results would be available the following Monday. Megan adds that the data should be in prior to the launch of the site which is September 29th. Megan asks the committee whether any changes on the site should be done by the workbench access owners or if James Fitch should be in charge of any page changes. James says he is taking care of the A-Z index in order to fix any major problems that are seen on the site as well as the footer. Committee agrees that workbench access owners should take care of their own page.

Site Speed & Optimization - Matt Coombs and James Fitch have been in talks with pantheon
on the site speed. Pantheon has suggested to work on caching site in which James added a caching module named Redis cache server in order to work on site speed. James has also removed duplicate modules that were downloaded onto the site and various other modules that are not used or needed. Currently James is working on any PHP errors that are causing the site to slow down. He also adds that cache times will be up to a minute for some pages so new changes will not be seen immediately and other pages that are used less or updated less frequently will have longer cache times in order to speed up site.

AZ Index Update - James shows what he has done and his audits on the page. He has been working with server logic to have duplicate but renamed pages in the A-Z index in order to make it easier for people to find where they need to go throughout the site. He also mentions that pages that are not in pantheon will not be able to be in the A-Z index such as PAWS or Hartnell Foundation page. James asks members what other items should not be in A-Z index and Mary Dominguez says EIS should not be in the index. Matt brings up an important stylesheet issue in regards to bordering index items to show where one item ends and the other begins.

Programs and Disciplines – Alicia Ramirez starts off by mentioning that Fine Arts and Languages have been split up into their own areas. James Fitch has removed “Find a degree” script in all academic areas pages in order to have pages be complete before revisiting with the script again. Deborah Stephens brings up grammar issue on site. She suggests switching the “Who to contact” to “Whom to contact”

Athletics website update – Athletics has moved ahead and is in the process of using prestosports for their website pages. The financing is being approved and within 3-4 weeks the switch will be made and implemented on the new site as well. Currently the Athletics pages are being stripped down to minimum information in order to make the move to the new site. Matt Coombs asks whether there will be a delay in updating the information that is being used for the athletics page in which James Fitch adds that cccasports.org has all the information that he would be able to link into and place on the site.

Header Navigation - James starts talk with saying that the new slideshow is mdslider and he is currently the only one who can access it because of structure issues. The slider was made for Administrators on the site so if anyone would like to use it they would have to be a site administrator. He is currently in search of a slideshow everyone will have access to. Matt Coombs asks members to look for content to be placed on the slideshow and asks them to think about “What do we want to be viewed as?” when in search of the content for the slideshow. Suggests that marketing has a repository of pictures to look into.

The meeting ended with a Question and Answer Session

- No questions were asked and was adjourned at 3:10 pm.