Web Committee - Meeting Minutes

October 3, 2014 - 1:35pm – 3:15pm

Next meeting: October 17th, 2014 Main Campus Library Room A-116
1:30PM

I. Announcements

James Fitch starts the meeting with no new announcements or introductions.

II. Agenda

Approval of Minutes – No minutes to approve.

Additions to Agenda - No new additions to agenda.

Meeting Dates and Times – James Fitch ask the committee whether now would be a suitable time to switch meeting dates from every week to every other week. The committee agrees to schedule Website Committee meetings to every other week. Matt Coombs brings up Web Portal Committee should be scheduled during the week that the Website Committee is not meeting. The Web Portal Committee would be to outline the structure of the web portal. The committee also agrees to hold the Web Portal Committee every other week landing on the Friday’s that the Website Committee is not meeting. Matt Coombs will be sending an email to Dave Phillips in order to update calendar incites in regards to both committees.

- Matt Coombs brings up the idea that responsibility for some of the website pages should be taken by the page authors or owners. This will allow James Fitch to work on any errors or major bugs that the website is experiencing. This will also get any updates out to the website a lot more efficiently and faster. Matt also brings up the question on how the committee should set policies regarding what can be changed and what should be updated. Lindsey Bertomen suggests a flow chart to show which people are in charge of what pages of the site.

Google Analytics – James Fitch has been trying to work with Google Analytics but there has been some problems with the spidering because of errors on the site.

- Jessica Tovar mentions that Internet Explorer does not support the website’s slideshow properly. James Fitch will now upgrade the MdSlider module in order for the slideshow to support Internet Explorer.
Funny Story - James Fitch tells the committee that he received an email from an instructor that was located in Georgia in regards to not being able to see the Biology Tutorials that were on the old website. The tutorials were so well written and formatted that other schools have been using them to redirect their students to a tutorial site. James mentions that most of the 404 errors on the site.

Footer Links - James Fitch is still working on adding items to the footer. The committee unanimously agrees that they like the new footer.

- Esmeralda Montenegro will now start adding in the press releases on the website page.
- There will also be a change of wording from Map and Locations to Map and Directions.
- James will also remove the Get directions link from the Maps and Locations view.
- James made a quick fix to Academics Affair to Academic Affair.
- There is talks about fixing Admissions step 1 page.

Bug List – These are a list of bugs
- LinkStyles --- for accessibility
- TableStyles --- border set to 0 still has a border
- CSS issues
- Allowing users to un-publish their work.
- Directories and SubFolders --- James Fitch has tried to allow users to create sub folders but there allowing users to add sub folders also gives them permissions to delete content from the folders and other folders in which there should not be any permissions.

New Module – There has been a request to add a new module to the website. The module that is on request is a module that will allow for cascading folders. The committee is would like to wait for more members to join in on the meetings in order to vote on the request and any other future requests. The first step in approving the new module request would be to find out how often and where the module will be used, if the occurrence does not meet the criteria that is set by the committee, an alternate way of using folders will have to found for the module.

- Athletics is in good shape with regards to Prestosports.
- Matt Coombs shows homepage suggestions that were created by Moxi. Some of the slides that Matt showed were liked by the committee, but there are some items on the homepage that would need to be readjusted such as the audience selector.

The meeting ended with a Question and Answer Session

- No questions were asked and was adjourned at 3:15 pm.