



## Web Team

Meeting Notes

January 21, 2015

10:00 am

DLC 4

Present: David Fleet, Ben Harris, Eric Houck, Anne-Marie Kuhlemann, Nancy Shepard, Dawnie Slabaugh, Jim Gilmore, Jodi Dawson

1. Review notes from December 8<sup>th</sup> meeting:

- Photos Dawnie will be adding for use on the website will be on the Public drive, Z:, in the Campus Photos folder.
- Nancy noticed a couple of nice aerial photos and asked that one of these be placed on the Campus Maps page and possibly one could be used elsewhere.
- Mike Graves could possibly take aerial photos with his drone
- If student photos are used on the website, attribution for these should either be with the photo (perhaps in an alt tag) or on a separate photo attribution page for multiple photos.
- Dawnie shared an article on improving your website that she passed out several copies of. If you would like a copy and didn't get one, please ask her.
- Nancy went over some of the results of the ACT survey from three years ago as they related to EMP ADV 2.1 on satisfaction with their COS "web experience." An overwhelming percentage of students (91%) agreed with the statement that they found what they were looking for on the COS website, 9% disagreed. Neutral responses were not accounted for in these numbers. For faculty, the same numbers showed percentages of 72% and 28%. There seem to be no glaring issues with how the site is structured, though more difficult to get at was what problems people were having with the site when they were having problems, and which of these were with web pages vs. some other functionality they were attempting online, for example, Banner-related functions.
- Jim would like some direction from the group for questions for the survey on web usability/look/etc. He feels that functionality of the website is important to find out first. We can get directly comparable data if we use an earlier question again, but we also need to add new questions to further refine feedback from respondents.
- The group came up with these questions/ideas for the survey:
  - Functionality, figure out where shortcomings are first
  - First impression of website
  - What was your main reason for using the website? Possibilities include: registering for classes, checking grades, accessing your online classes, faculty office hours, athletic events, library research, other.
  - What specific difficulties did you encounter
  - How often do you use your Siskiyous e-mail?
  - Have you set your Siskiyous email to forward to your personal email?
  - Ease of navigating using online class schedule

- Do you use the online searchable schedule or the PDF version? If you used the online searchable schedule, how easy was it to use? What difficulties did you have?
    - Questions related to ease of use of online classes
  - Jim will email Bart and cc the Web Team to ask him to look over these questions and help us create the survey and include students, faculty, and staff.
2. Presentations of other college's websites (Anne-Marie)
- Anne-Marie emailed the group yesterday with links to some good websites and some not so good websites from various community colleges. Most of the group had at least looked at these and agreed that they also liked the ones Anne-Marie had marked as good sites. Interestingly, the ones we liked best are constructed with HTML 5 which would require a HTML 5 compliant server, not something we can do in a short amount of time. Various strategies were discussed on how to move in this direction. Jim Gilmore and Eric Houck will present this issue at the Technology Council meeting tomorrow.
  - Dawnie will ask Scotty about requesting funds or seeking out strategies for paying for the website redesign.
3. Statement of purpose for the Web Team
- The group made some changes to the statement that will be posted on the Web Team committee web page at <http://www.siskiyous.edu/committees/webteam/>: The College of the Siskiyous Web Team meets regularly to discuss issues of web-related content, organization, design, functionality, policies and procedures, and related items. As needed, recommendations are taken from this group to Technology Council for further action.
4. Report of EMP item ADV 2.1 on "web experience" (Nancy)
- This was discussed earlier in the meeting when reviewing the notes from the Dec. 8 meeting, see in item 1 above.
5. Update on Google Maps (David)
- No time to discuss at this meeting. It will be on the agenda for a future meeting.
6. Spring 2015 meetings
- The upcoming meetings are scheduled for: February 25, March 25, April 29 and May 27.

Next Agenda:

- Presentation of other colleges' websites from Anne-Marie
- Google Maps