



College of the Siskiyous

Web Team

Meeting Notes

October 26, 2017

2:00 –3:00 pm

DLC 4

Present: David Fleet, Anne-Marie Kuhlemann, Michael Reetz, Dawnie Slabaugh, Chris Wehman

Absent: Todd Scott, Ben Harris

Recorder: Bethany Golly

- 1) **Review of past meeting notes:** No changes requested.
- 2) **Online Payment Options:** Dawnie has been working with Weblinks and there is now a PayPal link on the homepage. Link still needs to be added in the foundation pages, and there is a possibility to add link on Presto sports pages.
- 3) **mySiskiyous Admins:** Weblinks can now change links and text in Luminis, and have corrected and updated information in the portal. They still have to go through David Gault to change icons and hover text. Additionally, there is an issue with an incorrect format when printing from the portal, but this can be fixed with a small amount of code.
- 4/5) **CTE Website Update/ External Websites:** Discussion on who has control over the management of external websites. If athletics takes control of their part of the website and later has staffing changes, will the control revert back to IT, or will it stay in athletics? What is the reasoning for spending resources on external website management when those resources could be allocated to improve internal web design and limiting the ongoing fracturing of the website? Regardless of who is in control of different parts of the website, the branding and appearance needs to remain the same.
- 6) **Other:**
 - Athletics is linking to an external third-party site for athletes filling out forms containing private student information. If the third-party site is hacked, who will be liable? If the information on the site becomes outdated, how does it get updated, and by whom? Does this comply with FERPA standards?
 - Further discussion on copyrighted text. Needs further investigation and discussion.
 - Suggestion to remove home page image and replace with an alert image in case of emergency situation.
 - Weblinks are a part of the accessibility committee, and need to include a link on the homepage, possibly the footer.