



College of the Siskiyous

Web Team

Meeting Notes

March 28, 2018

2:00 –3:00 pm

DLC 4

Present: David Fleet, Wayne Keller, Anne-Marie Kuhlemann, Michael Reetz, Dawnie Slabaugh

Absent: Jim Gilmore, Ben Harris, Chris Wehman

Recorder: Bethany Golly

- 1) **Review of past meeting notes:** PayPal donations were received before winter break, so online payment implementation was successful.

- 2) **CTE Web Pages:** After November's meeting addressing what would be done with integrating CTE pages, meetings were had with CTE staff, discussing what they liked with the Pacific Sky pages. Compromises were made on how to integrate aspects of the CTE webpages with the existing design.
Although there are some department pages that are hosted on other sites (including Presto Sports and HireTouch), pages for programs and services need to remain on the main website and need to use the existing templates. Pacific Sky provided an attractive product, but it did not follow accessibility guidelines. Weblinks was able to mimic the pages while maintaining content standards, but the CTE leaders need to make maintaining updated content an imperative in order to present accurate up-to-date information for students.
Weblinks is working on search optimization to help our pages show near the top of search results when people enter phrases similar to "administration of justice" or "paramedic" into search engines.

- 3) **Accessibility:** Campus Works is assessing the website by looking at a sample of 10 pages and 10 courses, and will provide a report on accessibility once completed. In future, we need to utilize an automatic accessibility tool scanning our pages to ensure compliance. We also need to have our goal be continuous progress instead of completion; each week or month, we need to have more pages passing accessibility standards than the last time the website was scanned.