TMCC
Truckee Meadows Community College

Web Advisory Committee

MEETING MINUTES – OCT. 7, 2015

In Attendance: Cal Anderson, Beverly Bavaro, Kathy Berry, John Fitzsimmons, Craig Rodrigue, Adine Stormoen, Stephanie Walden

Meeting Called to Order: 11 a.m.

Current Business

Post-launch of the TMCC website: Mobile/Bootstrap Responsive Design Reboot

Cal gave an overview and short demo of the responsive design that went live in September. Much of the work was "behind the scenes" and really only apparent to those who noticed that their mobile experience is optimized.

Web Services is still tightening up the user experience and there is continued refinement: for instance, at the "iPhone size" currently the TMCC logo and top menu could be shrunk up a bit to get straight to the departmental/sub-page content without scrolling; it's a subtle adjustment but part of what we are continuing to work on. As time permits, we will continue to refine the user experience.

John Fitzsimmons mentioned that student input on responsive website has been positive.

Cal mentioned that the application for admission to the College is not responsive; nor are PDF forms/documents on the website nor is MyTMCC. There is the MyTMCC mobile app which addresses some of MyTMCC's shortcomings but until the system launches a mobile friendly site for Peoplesoft there will be issues viewing on smartphones. The Admissions App needs to be rebuilt and this has been an ongoing discussion with Student Services for many years.

Web Services is also involved in cleaning up old code leftover from the new build; we have been working with our vendor (Terminal Four); there is a customer service call to discuss some issues with how to resolve build various "bugs" we've found.

T4 Site Manager Ver. 8 Upgrade: Winter/Spring

Cal spoke about our content management system future upgrade. The version of Site Manager we have implemented is version 7; version 8 is a significant upgrade and will require time for Web Services to put it in place and fully learn it. Ultimately it will require re-training for all of the departmental contributors who were trained on version 7.

Bootstrap Mobile Framework Ver. 4 coming

Bootstrap is the code that all of our current responsive web pages are based on; we used version 3 of the framework to build the current responsive pages, and will be moving to version 4 soon. This is a significant upgrade, and some code changes required for Web templates, etc.

Web Policies Revisions Update: still work in progress

Cal said that the policies governing a lot of what Web Services does need updating. The policies posted to the official TMCC Policy Manual need to be approved by the President's Advisory Council; other smaller more internal policies and procedures will be posted on the Web Services website. Cal will provide the committee with suggested updates for review.

Catalog: CourseLeaf/LeepFrog

There is a third party product, CourseLeaf/LeapFrog, that the College purchased that will be replacing the PDF/FlippingBook version of the College Catalog. The new software exports course/program data to html, which will be linked from tmcc.edu. Web Services has been assisting to help ensure that it is branded correctly, etc. Melissa Deadmond and Julia Bledsoe are leading the project. They are saying it will be in place to produce the 2016-17 Catalog in Spring. There is also a curriculum piece that is intended to replace the current MCO/DEC process for faculty to process courses. Cal mentioned that this is going full circle, and that we used to produce the Catalog as html web pages; at that time, Web Services produced it instead of a third-party vendor.

Blogging Policy: is it time to bring this back for approval?

Cal brought up that there have been renewed requests for blogs. He showed a proposed policy from 2009 that was previously rejected by President Sheehan who was concerned with the commenting aspect. Cal feels it may be time to revisit blogging with an updated recommendation and elaboration on commenting which can be moderated or turned off completely, etc. He noted that UNR and many other colleges host blogs. We already have an instance of WordPress which can be used to officially host and custom brand any official TMCC blogs in-house.

Update: Online Tour (youvisit.com)

Money is still an issue for purchasing a new online tour; however, Thomas Dobbert reached out to the Foundation Office who may be able to secure donor financing for the $10K initial cost. Cal submitted an updated quote and is hopeful. The old tour was outdated enough that it was finally removed from the website last month, after an official email notification to administration. If funding is secured, we may have them come out in Spring when the campus looks its best. Cal noted that some suggestions had been made previously to do it in-house or have the tour be a student project; however, if you really want to attract students it needs to be a professional endeavor and is very hard to do in-house.

Web Services is hiring a second student assistant

Web Services is looking for a part-time student; the job is posted on CareerLink. Our current student graduates in May 2016, and we'd like to hire a student who would be around through 2017, if possible.

Other Business

Class Schedules: Cal mentioned that there have been some meetings regarding moving the schedules from PDF/FlippingBooks to html. This would be an in-house project undertaken by Web Services staff along the lines of how we used to do it

Police Mobile Safety App: The system office has mandated that TMCC implements another third party app: it's a mobile safety app with buttons for 911, a flashlight, panic siren, email, etc. IT and Web Services are working to get this set up. This app is in addition to the MyTMCC app. Cal mentioned that many of the links in the new app are already on the tmcc.edu website, which is already mobile-friendly.

Library: John Fitzsimmons discussed the new Library Research Guides called "libguides". This is a third party product, linked from the Library's website. Thousands of colleges use this product and John and the Library staff have been pleased with it. There are currently 24 guides in the system and more are anticipated. Libguides allows for specific departments and/or instructors to list classes or topics, with links in tabs to Library resources such as related journal articles, etc. He asked if Cal would be willing to assist in some further customization of the interface.

Meeting Adjourned: 11:30 a.m.