TMCC
Truckee Meadows Community College

Web Advisory Committee

MEETING MINUTES FOR DEC. 5, 2018

In Attendance: Cal Anderson, Kate Kirkpatrick, Susan Lundahl, Craig Rodrigue, Stephanie Walden, Leone Thierman, John Fitzsimmons

Meeting Called to Order: 11 a.m.

Current Business

Staffing
Beverly has moved to Oregon. Cal will be refilling the position. Make it more like a website developer position. Post by the end of the month. Maybe get someone back in full-time by February or March. She might be able to work remotely about 5-15 hours a week for a few months, if possible, depending on her schedule.

Drupal Updates - still in progress. Logic, bugs, etc. that need to be worked out.

- Demo pages - Home page hasn't been finalized. Tim is putting together the looping video that will be used on the front page. Forty-five second video of the campus. Going through all pages and redoing them. On the deeper pages, we have to use the same pages we have. The pages will have blocks of images with text, instead of the icons. More of a graphical format than before. Worked with marketing to hunt down photos to use for these blocks. Not enough new photos. The banners will be all new photos. YouTube videos will be a big box. All this had to be recoded from the ground up. Working with a third party has taken extra time. Events calendar will be able to filter to drill down to specifics for various departments. Behind the scenes is a taxonomy structure for various area like news, FAQs, etc. Now we have static FAQ pages for 100 different departments. We had to build those, as well as associate them with the departments, which is a time consuming process.

- Still to do - We still have about 200 KWALL tickets. Which requires lots of back and forth with KWALL, and makes it more cumbersome than calling to ask a question. Working on Staff pages. The old ones were updated manually. With Drupal the staff pages will get updated when updated in Workday. For the landing pages for departments the headers can have options, like videos, etc. The class schedule is being built from the ground up.

- Priorities - Phase Two is to update content. This causes a bottleneck to just get all of the content in. It will be more responsive and mobile friendly when it's done.

- Timeline – Original plan was to launch in October. Then we asked to move it to December because October was not realistic. KWALL came in November and gave us a whole day of training. KWALL then decided they needed till the end of January. With Beverly gone now, it probably won't be January. Cal would like it to be wrapped up by Feb or March. We'll have to see how things go with KWALLs progress and our own based on all the things we have going on. Have been telling people to send only critical updates, but the list is getting longer and longer as the go-live keeps moving out.

Questions

- Request to have training in the new CMS system. Cal said he has planned to have on-going training, especially during the summer.

Meeting Adjourned: 11:28 a.m.