

MEETING MINUTES FOR JUNE 5, 2019

In Attendance: Cal Anderson, Jennifer Hock, Conrad Wong, Elisabeth Saldana, Susan Lundahl, Joaquin Valverde, Natalie Fisher, John Fitzsimmons, Craig Rodrigue, Leone Thierman

Meeting Called to Order: 11 a.m.

Current Business

- Google Analytics Reports: Blank report issue resolved.
- Drupal CMS / Website Redesign Project Update
 - Latest on Drupal build status and KWALL meetings
 - What's left to do
 - Tentative Go Live: June 20
- New homepage: using some new photos
- Refreshed pages (updated look and feel, images, graphics)
- Similar structure and navigation
- Phase 1: June 20 launch date.
- Phase 2:
 - Summer: post-launch clean-up and fine-tuning.
 - Meet with each dept. to review content.
- Fall/Winter: training
- Triumphs:
 - Maintained two separate websites while working on Drupal.
 - Updated hundreds of existing pages, created many new sites.
 - Noteworthy Releases
 - FAFSA Fiesta
 - 1971, Vet Tech etc.
- T4 is going to be gone in July when we go live with Drupal.
- Goals for summer:
 - Drupal 8
 - train Web content providers on Drupal
 - Ramp-up weekly meetings to review content
 - Website improvement and expansion
 - YouVisit updates, on base forms, adding sports complex, take out PAC
- Analytics:
 - Content: 6000+ pages
 - Page views: 6,100,000
 - Devices: Mobile use is going up and will eventually get to 50/50. We try to design for mobile first when we can.
 - Browsers: Chrome is used about 51%.
 - Screen resolution: 1400x900 is the most popular.

- OS: Windows is 57%.
- Age: 25-34 is the highest age using the website at 33%.
- Canvas shows up at the most searched in Google searches.
- YouVisit tour:
 - 15 tour stops, 19 videos, 21 panoramas, 53 photos.
 - 3510 Visitors.
 - Average time spent is 6:15.
 - Countries: US is the highest, with Japan the highest internationally.
 - States: NV, CA are the highest.
- Surveys, Listservs & Newsletters - Many done this past year
- We have 25 flipping books.
- Many web calendar entries.
- We have a MyTMCC Mobile app (Mobileapp.tmcc.edu).
- Demo of new site:
 - Home page
 - Video on home page
 - New tabs at the top
 - Scroll down to see some of the departments and other items
 - News stories
 - Events
 - Highlights for various items
 - Standard footer
 - Academics Page
 - Direct links to the divisions
 - Click through to specific pages
 - Some of these are tagged, like searching for drones, the program will come up even though it's not in the name of the program.
 - Admissions page
 - Used to be mainly text
 - Added picture links to Steps to Enroll
 - More visuals and call-outs instead of so much text.
 - Menu has moved to the right side.
 - FAQs
- Post Go Live - Fall 2019 and the coming fiscal year
 - Training - probably start trainings in the Sept. Might put together some online videos for training.
 - Update Content
 - Projects

Other Business

- Meet Conrad - Web Developer
- YouVisit updates coming

Other Updates and/or New Business

- WebCollege—Are there going to be some correspondence sent to students about this new site? Cal pointed out that our site won't be so much different than before, links will work and many will not change.

Questions/Feedback/Comments/Anything?

Meeting Adjourned: 11:34

