



Technology and Web Committee Minutes

August 23, 2019 | 1:30PM – 3:00PM | SLO room 3145

Committee Description:

The Technology and Web Committee is a content committee which develops and recommends standards and policies regarding technology and web resources at Cuesta College. The Educational and Facilities Master plans, the Strategic Plan, and the Technology Plan guide the Committee's decisions. The Committee facilitates college-wide participation to ensure appropriate and adequate technology and web services. The Committee recommends processes for updating and replacing district technology and web services.

Committee members:

John Arno, Film and Technology faculty

Praveen Babu, Phys Sci faculty

Carrie Buhl, User Support / Technology Trainer

Ryan Cartnal, Dean

John Cascamo, Dean Academic Affairs

Elisabeth DeSwart, Hum Dev faculty

Jenel Guadagno, Athletics faculty

Neil Higgins, Bus Ed facult

Vacant - ASCC

Lana Rauch, Advancement Marketing Designer Coordinator

Adrienne Smith, Admissions & Records Coordinator

Keith Stearns, Executive Director Information Technology, co-chair

Melinda Weaver, Administrative Assistant, VPAA

Committee Initiatives:

| ACCJC Standard(s) | In Progress | Complete | Timeline | Initiatives |
|-------------------|-------------|----------|----------|---|
| 3C | | | | Develop 2019-2024 Technology Plan |
| 3C1, 3C2 | | | | Replace the myCuesta Portal |
| 3C1, 3C5 | | | | Recommend standard for college-wide digital signage |
| 3C1, 3C5 | | | | Develop accessibility standards for content, and review website for compliance |
| 3C2 | | | | Assess the effectiveness of the website through embedded analytics, and adjust as warranted |

| ACTION ITEMS | NOTES | FUTURE ACTION |
|---|---|---------------|
| 1. Approval of agenda | Moved Lana, Second Praveen, unanimously approved | |
| 2. Approval of minutes | N/A | |
| 3. Introductions | All introduced themselves | |
| 4. Faculty Co-Chair | Praveen nominated, Moved Elisabeth, Second John Arno, approved by all present faculty | |
| 5. Orientation | Keith led all with a review of listed documents | |
| 6. Committee Initiatives 2019-20 | Additional to ones above: Disaster Recovery plan Clarify and consolidate technology help desk locations Lana will check on digital signage as initiative. Additional conversation around help desk; could we see if Financial Aid's Ask Cougie could be scaled to include whole website? | |
| 7. myCuesta Portal Replacement | Testing coming soon Transition Plan; link to new in old, then link to old in new, then old goes away Showed current PPRD version | |
| 8. BP 3720 / AP 3720 / Rev 2008 AP 3720 / Retire BP 3720.1 | College Council – 5/14 Board – 8/7 Fully approved | |
| 9. Presto Sports | Jenel: Potential late September consulting and migration to Presto website Athletics already uses Presto for statistics, rosters and scores Migration is a public use of the website feature | |
| 10. Website Template Accessibility | A consultant will be improving the accessibility of our website template. Project has begun and will be in progress for a while. It also will likely require a few OUCampus outages to deploy in production. | |
| 11. WWW Homepage Changes | Showed the changes in the footer for the Online Education department, also changes are coming for the blue boxes in middle area for additional Spanish information, and consolidate future and get started boxes / information | |
| Guest Access – Lecture and Wireless | Over summer guest access to wireless and lecture stations was enabled, will assist with guest lecturers, events like book of year and writers conference. Also mentioned the new wireless at softball, track, soccer and baseball fields. | |

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| Lecture Station Replacement | All PC lecture stations over two years old on SLO campus were replaced with new machines with the foundation dollars as committee approved last year. | |
| Technology Plan | In progress, hopefully coming soon to committee | |
| 6. Summary of Meeting and Action Taken | N/A | |