

Web Committee
Meeting Minutes

April 12, 2007

Members in attendance: Milton Gatewood, Donna Pauler, Ana Lahti, Margaret Peloquin, Richard Cutler, Edward Terry, Patty Scogin, Mary Parker, Abraham Nasser, Stevan Wilsan, Andrew Christie, Cindy Yates and Derek Thomas.

Facilitator: Brette Lea

Brette Lea, new Executive Director of the Public Information & College Marketing was introduced to the Web Committee.

Discussion: The Public Information & College Marketing office was asked to “re-brand ACC”. PICM is asking for everyone’s input.

Discussion: Edward Terry announced that there would be Contribute software training on April 13. Departments that have elected to adopt available templates can use Contribute training to help ease transition and usability.

Discussion: Student portals are places on the web where someone can select tasks and perform them (such as my.yahoo.com). Questions were asked about how information would be disseminated between owner – client – user and web.

Discussion: The subject of student e-mail was brought up. Because ACC’s student population changes every semester it would be a lot of work to delete students when they are not taking classes and reactivating when/if they reregister.

Discussion: Abraham Nasser has changed the Continuing Education web site and has incorporated the new user template.

Discussion: Remind people about the availability and ease of use of the “College-wide Calendar”.

The next Web Committee meeting is to be held on June 14 at 9:00 a.m. in room 220.