

Web Advisory Team Meeting Minutes
PCC-1230
2:00 – 3:30 pm
March 24, 2010

Attendance: R. Gale-Gonzalez, J. Tyler, K. Dawley, K. Martin, L. Motter, E. Murphy, M. Boucier, J. Chybowski, C. Bassett, D. Sharpe, S. Kile, D. Hiles

• **Minutes** from February 24, 2010 were approved as written.

• **Recent WDT Activity**

- WebAdvisor Button and Colors – With the addition of a new Employee access to WebAdvisor the website button link was redesigned to serve all users. Also the interior colors inside WebAdvisor have been updated to match the rest of the MCC website.

- Continuing Ed Updates – Many items in the Continuing Ed area have been cleaned up to reflect the current operation of Continuing Ed. Health Services is more self contained, as is Corporate Services. The longer schedules are only used for Lapeer Community Ed now. Motorcycle Safety classes have their own page with the schedule shown on the page. Fridays @ Applewood has a big presence on the Continuing Ed index page. Others noted that this is no longer held in the Applewood Café.

- Alumni pages – New pages have been added for advertising and ordering for a new fund raiser – a MCC Bear Statue and a Bear Paw.

- Library Update Progress – Photos of construction progress in the Library will be posted in the Office of Physical Plant section of the website (as was done during the Bistro construction).

• **New Business**

C. Bassett noted that Gold Card payment policies have been changed by the Trustees and this needs to be updated on the website.

K. Martin mentioned that users to WebAdvisor don't see the instructions regarding their student ID. He noted that the question format, "What is my student ID?" seems to be more readily noted. He also mentioned a problem with student's email addresses being changed from their MCC address. C. Bassett suggested sending names of those with difficulty to 2HELP.

D. Sharpe noted a problem when signing into the Secure Server: cursor is not in location to begin typing and the enter key is not sufficient to log in.

• **Next Meeting** April 28 2:00 - 3:30 pm Regional Technology Center RTC2301

• **Adjourn** – 2:30pm.

Respectfully submitted, Elizabeth S. Murphy

03/25/10