



HARTNELL COLLEGE

**Online Services Committee
Minutes
September 17 2019, 2-4 PM
E112**

MEMBERS

Name	Representing	Present	Absent
Bala Kappagantula	ITR	X	
James Fitch	ITR	X	
Deborah Stephens	Faculty	X	
Celine Pinet	Academic Affairs	X	
Scott Faust	Communications, Marketing		
Michelle Peters	DSPS		
Tammy Boates	Faculty	X	
Laura Otero	PDS		

Others

Name	Title or Representing	Present	Absent
Dave Phillips	ITR	X	

CALL TO ORDER & INTRODUCTIONS

Meeting called to order at 2:05 PM

Bala

ACTION ITEMS

1. Approve August 2019 meeting minutes

INFORMATION/DISCUSSION/PRESENTATIONS

1. James Fitch provided an update from the workgroup meetings. Topics covered included
 - a. Google search 404 issue: James has marked the 404 page as invalid, to avoid google listing it as a valid page. Updated the robot.txt file to exclude it from search. Additionally had Google spider crawl Hartnell web server. Redirects to old URLs.
 - b. Internal search issue: Remove the PDF's from being included in the search. Encouraging users to work on including keywords on their web pages.

HARTNELL COLLEGE VISION STATEMENT

Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

HARTNELL COLLEGE MISSION STATEMENT

Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.

OTHER ITEMS

Faculty report:

Tammy and Deborah had questions about:

- Ellucian GO instructions and help for students
- Library calendar is not functioning (James was able to fix it by the end of the meeting)
- CatCard instructions.

BRIEF ANNOUNCEMENTS

1. Next meeting on October 15 2019

Bala

ADJOURNMENT

Meeting adjourned at 4 PM.

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