



WELCOME

2017 CLASIC MEMBERS

RECENT NEWS

[Read All News](#)

27 Oct 2017 / 0 Comments

REGISTER: FALL CLASIC: NOVEMBER 13TH 2017

Registration is still open for the Fall CLASIC conference. Join us to hear from presenters, Deborah Pratt, M.A. ODCP and Sandra Arana, M.S. from Whittier...

[Read More](#)

22 Aug 2017 / 0 Comments

CONFIRMED: FALL 2017 CLASIC

Save the Date! The FALL 2017 CLASIC conference will be held on November 13th 2017 at Otis College of Art and Design in Los Angeles...

[Read More](#)

01 Aug 2017 / 0 Comments

NEW BOARD MEMBERS

CLASIC welcomes the new Board Members for 2017-2019: Yeneba Smith, Vice President Membership
Heidi Swanson – Vice President, Communications
Sayzeah Babylon – Vice President, Programs...

[Read More](#)

<http://www.clasic.org/>

Achievements



- New theme implemented.
- Board has obtained access to edit website and content.
- Linked payment and registrations (Book Now and PayPal).
- Structure in place to ensure accessibility of website, email, and webhost by future Board members.
 - Accounts linked to CLASIC emails and multiple Board members.
 - All supporting documentation (passwords, logins, account #s, security credential, etc.) saved to Board Google drive.
- Enhanced and user-friendly interface.

Upcoming

- December 2017 Board training on website management
- Board will determine role responsibilities for website areas and then update/enable content.
 - Call for Conference Proposals,
 - Post a Job, Open Positions,
 - Career Outcomes,
 - Fair Dates,
 - Past Conference Resources,
 - Bylaws, Annual Board Meeting Notes,
 - Related Organizations,
 - Recent News,
 - FAQs,
 - Operations Timeline,
 - About Us,
 - Membership Benefits,
 - Board Bios,
 - History.
- Spring 2018 Conference
 - Linked payments and registrations (Book Now and PayPal). Not more GoogleForms or invoices!





VP Technology
Kimberly Greene, MS

kimberly.greene@vanguard.edu

714-619-6475

BUSINESS MEETING – CLASIC CONFERENCE, FALL 2017

WEBSITE UPDATE: VP TECHNOLOGY



The CLASIC Executive Board has committed substantial time and effort to ensuring a quality website for member usage. An overview of the process, specific accomplishments, and future goals are detailed below.

July 2017

- Purchase of 1) Website theme ([GoodHoco](#)) and 2) 1-year tech support ([Ticky](#)).

August 2017

- Implementation of new theme by contracted Web Editor.
- VP Technology creates structure for: Home Page, Recent News, Board Bios, FAQs, Job Opportunities, Annual Board Meeting Notes.
- Manager logins created for all Board Members.
- Attempted All-Board website training with Web Editor. Scheduling conflicts result in postponement.
- Error occurring whereby Membership Registration and Conference Registration and PayPal payments are not synced. Book Now contact form content not reaching CLASIC and members not receiving receipts.
 - VP Technology implements password protection on related pages, to prevent user and Board confusion.
 - For Fall 2017 conference, Board utilizes Google Form and [Paypal](#) invoice as temporary solution.
 - Daily communication and collaboration amongst VP of Technology, Contracted Web Editor, and [Ticky](#). Support Team to resolve issue. Ongoing coding, plugins, and troubleshooting attempted to resolve issue.
- VP Membership trained by VP Technology on website editing and manager interface. VP Membership takes ownership of Member Directory page.
- Tech Support ([Ticky](#)) has organization-wide security concern; VP Technology secures CLASIC website.
- Resolution of Book Now receipt issue. Users successfully receive PayPal receipts for Become a Member and Conference registrations.

September 2017

- Continued daily troubleshooting amongst VP Technology, Contracted Web Editor, and [Ticky](#). Support Team to resolve Book Now contact form error.
- VP Technology begins development of comprehensive Website Management Training Guide for Board usage.

October 2017

- Resolution of Book Now contact form error (Membership and Conference).
 - Password protection remains, due to active Fall 2017 Google Forms and Invoice process.
 - System in place for Spring 2018.

Upcoming: December 2017

- During Board meeting, VP Technology will facilitate website training.
 - Board will determine role responsibilities for unassigned website areas: Career Outcomes, Call for Conference Proposals, Post a Job, Open Positions, Bylaws, Annual Board Meeting Notes, Fair Dates, Past Conference Resources, Related Organizations, Operations Timeline, About Us, Membership Benefits, Board Bios, History.

Questions

- CLASIC VP Technology
- Kimberly Greene, MS
- kimberly.greene@vanguard.edu
- 714-619-6475