|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| MiT Website Review | |  | | --- | | November 28, 2017 | | 10:00 am | | SEM II E-3130 | |

|  |  |
| --- | --- |
| Present: | Pat, Maggie, Loren, Kathryn |

## Notes

|  |
| --- |
| Menu |

*Master in Teaching*

* Add Current MiT News (new page with blog format)
* Add Equity & Inclusion (new page)
* Change Our Faculty to Our Faculty & Staff

*Candidate & Alumni Resources* (Change to *Candidate Resources*)

* Change Student Teaching to Field Experiences
* Change Guidebook & Cohort Sites to Cohort Sites
* Move Support the Program to under Alumni & Current Teacher Resources heading

*For Current Teachers* (Change to *Alumni & Current Teacher Resources*)

* Add Support the Program
* Add Alumni Office (new link)

|  |
| --- |
| Master in Teaching Home |

* MiT in the News section needs updated content
* Can we limit the upcoming events on the homepage to the coming month while still posting all upcoming events to the campus calendar?
* Add clarifying information about the campus location for the next cohort. Video of faculty may be confusing – remove?
* Add “news” link button in secondary content/sidebar in addition to news page link in menu (more visible regardless of how page is viewed).
* Add sub-section about Martinez Fellowships in Impact Within and Beyond the Classroom section.

|  |
| --- |
| Application & Requirements |

* Make “Begin application” button green, reduce width, and move to one side.
* Add a picture next to the application service link.
* Update quote.

|  |
| --- |
| Costs & Financial Aid |

* Add Martinez Fellowships under MiT Sponsored Scholarships, Awards, and Work-study.
* Update scholarships and awards when funding decisions are finalized.

|  |
| --- |
| Current MiT News |

* Post newsletters as blog posts.

|  |
| --- |
| Our Faculty & Staff |

* Add staff.
* Add pictures and short bios for faculty and staff (draw from catalog pictures and text).

|  |
| --- |
| Our Graduates |

* Update the video.
* Update the text and links in A New Generation of Innovators and Advocates section. Add leaders and move stories of teachers moving into administrative positions to this section?
* Continue to add past awards back to the bottom of the page in a condensed format.

|  |
| --- |
| Program Overview |

* Move Conceptual Framework text into a PDF, add visual interest, and post as a linked image.
* Add sample weekly schedule with disclaimer about variation in each cohort.
* Add Policies, Procedures, and Resources link. Include icon or image and larger font to make the link more visible.

|  |
| --- |
| What You Can Teach |

* Move Endorsement Policies text into a PDF, add visual interest, and post as a linked image. Use relevant page from the MiT catalog? Include brief text to indicate what will be found in the PDF.

|  |
| --- |
| Cohort Sites |

* Move Policies, Procedures, and Resources link to the Program Overview page.
* Archive cohort themes and websites prior to 2015, but include link so that they are still available.

|  |
| --- |
| Job Search |

* Add new dates, times, and locations for workshops.

|  |
| --- |
| Field Experiences |

* Add pictures and quotes.
* Add practicum outline.
* Update video.

|  |
| --- |
| Support the Program |

* Add “Fund the Student Support Account” message and link.
* Add Alumni Newsletter from last year.

|  |
| --- |
| Endorsements & Professional Development |

* Maggie will provide updated information for this page.

|  |
| --- |
| Mentor a Student Teacher |

* Add pictures of mentor/MiT student pairs.