

**CERRITOS COMMUNITY COLLEGE
INFORMATION TECHNOLOGY STANDARDS MEETING
February 8, 2013**

PRESENT:	Lee Krichmar	Lamont Freeman
	Terri Lopez	Mario Morales
	Carlos Mera	Israel Cruz
	Patrick O'Donnell	Bernice Watson
	James Byun	Kenny Lou
	Jack Wilson	

ABSENT:	Carl Bengston	Maricela Pedroza
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GUEST:	Lucinda Aborn	Michele Kingston
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1. CALL TO ORDER

Lee called the meeting to order at 9:04 am.

2. APPROVAL OF MINUTES

Patrick O'Donnell made a motion to approve the January 11th minutes and it was seconded by Michele Kingston, with no changes.

3. INFORMATION TECHNOLOGY STANDARDS DISCUSSION

Lee opened the meeting with welcoming Lucinda Aborn. Lucinda requested to address the Committee on the Section 508 Compliance topic. She stated that there will be a training scheduled for Mar. 8th and gave a flyer showing more information on the event. She elaborated briefly about the project and answered questions on the like subject. Lee thanked Lucinda for sharing the important information on the topic.

Lee spoke on IT Standards regarding more competitive pricing on the 8300's, which was established at \$685 per box effective February 6, 2013. Patrick mentioned that the desktop computer replacement plan is flowing with 450 planned PC replacements for this year. We are at the halfway point. It was stated that podium PC's will be given the Microsoft 2000 wireless keyboard and mouse, which is being standardized. Bernice Watson asked about battery replacement on the keyboard and mouse units. Carlos Mera weighed in on the difficulty of the labs and who the instructor should call for problems with the units. Lee stated that these keyboards have a longer battery life to them, the paperwork states 18 months, and suggested that it might be a good idea to swap all batteries out at the same time. Thus reducing the need for faculty to make any phone calls requesting help. We will agree that this is a problem and must revisit it at a

later date. Lee referred to the current podium furniture survey on the wireless keyboard/mouse. She said that the results are in favor of the wireless sets.

Lee gave the committee a Wi-Fi update; the "hill" went live on January 25, and we are trying to finish the other outdoor student study areas: elbow room, LRC 2nd floor patio, and Health Science today. Access points are being installed inside the buildings for protection; two antenna's (one 2.4 and one 5ghz) are being installed outside for better signal strength. Information Technology has made significant changes to our Wi-Fi infrastructure and better results for access points are being seen. Jack Wilson mentioned rogue access point problems. Lee address the matter. Jack also asked if there is an access point in the Technology building. Lee asked Lamont to follow up on a possible missing access point. Carlos asked Patrick if he could get his replacement access point; Patrick said that he can give him one today. Lee explained that it takes some time (approximately 15 minutes) for it to configure itself after it is initially plugged into the network port. Carlos asked about range, Lee stated that he would see increased signal bleeding with the newer access points. Jack asked if there are an adequate number of controllers. Lee said that currently there are 2 and we will have to increase to 3 by this summer. Jack asked if they can communicate with more than 1 controller. Lee went on to elaborate about the processes involved in using multiple controllers. She also mentioned that we are currently beta testing Hewlett Packard firmware, and we are seeing favorable results, especially with roaming between AP's. Patrick mentioned that Apple devices won't let go of access points, so they won't benefit from the new improvements, but Hewlett Packard is working with Apple to remedy this. Jack asked how the current changes to Wi-Fi improvement is being paid for. Measure G Bond is one of the current funding resources. Lee explained that due to the strong student support for measure G, David El Fattal has approved moving forward ASAP on this important college initiative.

The results if the ePodium Survey was shared by Lee; she went over the results item by item with the Committee. 54% liked the size of the podium, 40% preferred larger podiums. 82% liked the wireless mouse and 60% preferred wireless to wired keyboard/mouse sets. Space on the standing portion of the podium (for the mouse and keyboard) could be increased. The front door won't lock due to no keys being issued to faculty as of yet. Comments on chairs were that the faculty prefer to sit at the higher surface as well as the lower one. A different chair is something we should look at, stated Lee. The choice to sit and/or stand was seen as very favorable by most. Additional comments on the survey were: square table v.s. rounded end and 1 ft. of extra space where the monitor is located. The committee discussed each comment. Overall, the survey was positive and provided great suggestions.

Lamont Freeman asked if there have been any reports of stolen keyboards/mice. None that we know of. The idea of having a drawer installed in the podium to store the units was discussed. A comment was made as to any Mac users needing to provide their own unique adaptor for the HDMI plug-in station at the desktop.

4. NEXT MEETING

The next scheduled IT Standards meeting is for March 15, 2013; the meeting date was moved from March 8th due to the 508 training that many committee members were interested in attending. Audio conference information will not be available for call-in attendance due to HP's roadmap presentation and demonstration.

5. ADJOURNMENT

The meeting adjourned at 10:11 am.