CERRITOS COMMUNITY COLLEGE
INFORMATION TECHNOLOGY STANDARDS MEETING
APPROVED January 10, 2014

PRESENT: Lee Krichmar   Erik Duane (Vikki Stevens)

                   Patrick O'Donnell   Maricela Pedroza (Michele
                                                   Kingston)

                   Carlos Mera   James Byun

                   David Boss   Kenny Lou

ABSENT: Carl Bengston, Terri Lopez, Pilar Mata, Patrick Legaspi, Raquel
                  Ramirez

1. CALL TO ORDER

Lee called the meeting to order at 9:10 am.

2. APPROVAL OF MINUTES

Patrick O'Donnell made a motion to approve the December 13th minutes and it was seconded by Carlos Mera. The minutes were approved with no changes.

3. INFORMATION TECHNOLOGY STANDARDS DISCUSSION

Lee Krichmar opened the meeting by stating that quantity of Windows 8 PC's has surpassed the Windows 7 PC's across campus. She said that all "New" computers on campus have Windows 8.1 and that the project is going very well. Lee requested that Patrick O'Donnell give the committee an update on the status of prototypes of instructional tables. Patrick explained that he has been working with the various departments on the ease of accessibility for students.   Patrick said that we will stay away from any RT version due to limitations on them. Accessibility testing has begun on the Apple iPad; Androids haven't been tested for accessibility that he knows of. Lee suggested that we begin testing an Android for comparison purposes. Patrick mentioned that he and the STEM group will be attending the "Q" conference and that he will report to the committee afterwards.

Lee continued with an update on classroom CE 3. She said that there have been delays on electrical outlets this week and that we are trying out new electrical raceways. Facilities has agreed to support Information Technology to make this happen. We will convert to the "Raceway" style electrical setup in a few classrooms. Two classrooms will be selected to do first, then we will price out for the Social Science and Community Building for additional upgrading. The metal raceways are a big improvement vs. a bundle of cables with a rubber mat covering them.

Lee mentioned that Steven Kim and Tom Chu have been working on programming the smart podiums. James Byun asked if there has been any discussion on enlarging the tray

for the document viewer on the podiums yet. The SEM division had a concern with books in their area falling off the viewer while teaching. Neither Lee nor Patrick had heard about this concern. Patrick reminded that this matter should be taken to the division office for discussion and a plan. Our current standard smart classroom only includes one projector; not two. The rooms with two projectors are specified outside of our campus standard. If a change to the current stand were to be requested, specifications would have to be done to find an alternative to the podiums. The challenge seems to be with the math department. Patrick explained that Community Education 3, "CE-3", is the current standard for anyone interested in viewing a location. The committee continued to discuss the pros vs. cons on the current epodiums in classroom. Lee made a suggestion to remove the bindings on the teachers edition of the instructional books in order to allow them to stay on the podiums better. James suggested that "E" books could be a possibility as well. Lee suggested that the group look at CE-3 next week in order to view the recent changes made.

Kenny Lou asked if anyone had heard about the Epson "Short Throw" Projector which runs approximately $1,000.00. He mentioned that it mounts behind the instructor and on the wall, which would prevent blinding the instructor and casting shadows. Kenny mentioned that Sony also offers one. Patrick O'Donnell will look into and compare other models on the market and report his findings to the Committee keeping in mind that we follow the I.T. Standard of: 1280 x 800 resolution and 3700 lumens at $999.99 price point. Lee requested that Patrick request a demo unit from Epson and share his findings via email or at a future meeting.

4. NEXT MEETING

The next scheduled IT Standards meeting is February 21st, 2014 at 9:00 am.

5. ADJOURNMENT

The meeting was adjourned at 9:42 am.