CERRITOS COMMUNITY COLLEGE
INFORMATION TECHNOLOGY STANDARDS MEETING
October 12, 2012

PRESENT:	Lee Krichmar	Maricela Pedroza
	Patrick O'Donnell	Michele Kingston (Mario Morales)
	Carlos Mera	Vikki Stevens (Lamont Freeman)
	Mario Bermudez (Israel Cruz)	
ABSENT:	Terrie Lopez	Carl Bengston
	Jack Wilson	Bernice Watson
	James Byun	Kenny Lou

GUEST:

1. CALL TO ORDER

Lee called the meeting to order at 9:16 am.

2. APPROVAL OF MINUTES

Carlos motioned to approve the September 14th minutes and it was seconded by Patrick with no changes.

3. INFORMATION TECHNOLOGY STANDARDS DISCUSSION

Lee requested the group have a discussion on current Information Technology Standards on printers and their "End of Life" status. Lee gave samples of three different printers for the group to analyze; HP LaserJet M601, HP LaserJet M602, & the HP LaserJet M603. Mario Morales has analyzed these three models and found that they were faster and less expensive than our current printers. Patrick O'Donnell mentioned that from the repair stand point, these would be better in regards to servicing since the models are so similar. Lee responded with "yes," to Carlos Mera's questions regarding interchanging the printer parts between these models. Lee asked if there were any objections to replacing the old standards with these newly recommended models. There were no objections made by the group.

Lee spoke of dual monitor stands that she has researched and gave a sample picture and specifications for the group to view. She said that the Purchasing Director, Mark Logan, has recently had the clamp version installed on his desk and, it is working out very well for him. There is one other option, a freestanding monitor stand. Either one works very well and is of high quality and at a very low price of $50. Lee suggested that we add this Dual Monitor Stand to our Information Technology Standards page. Michele Kingston stated that the stand is a very good price and great quality, as well as light weight. She installed the stands in the Purchasing department and liked them better than other versions we've used in the past.

Lee advised the group that the Shared Governance Committee guidelines require that each committee review its purpose and intent. She shared our web page, which details this information. Lee went on to read the Information Technologies Standards committee purpose with the group. She feels that our purpose is still very solid and the group agreed that it was still current. Lee recommended that the committee discuss the topic of AV IT podium goals. She asked the group if anyone would disagree with the creation of a subcommittee, which can focus on this college goal. Carlos suggested that a faculty member should be a part of the committee as well. Patrick O'Donnell offered to be on the committee, Lee offered as well. Lee suggested that Bernice Watson and Mario Morales would be key people to have on the committee as well. Michele Kingston also recommended that Robert Chester, Faculty Senate President, be a participant as well. Patrick O'Donnell mentioned that Faculty Senate may be good for sharing the information with faculty, and getting responses back from them as well. Lee offered to send out an email to the faculty members that sit on the Information Technology Standards Committee to update them as well as ask for direction and suggestions. Lee felt that more faculty feedback would be appropriate on this topic, but that our committee members should be allowed to participate on this subcommittee first. Carlos agreed to participate if none of the other three faculty members were interested. Lee also mentioned that the Physical Science building will have new E-podiums but they will be a little different than the ones for Liberal Arts, Fine Arts, and the Computer Information Science/Math rooms. We are in a rush and the podiums for the Physical Science building need to be ordered before we establish these new standards due to time constraints.

Lee Krichmar introduced some new information on the release of "Office 2013." She informed the group that the release of Office 2013 is timed with the Windows 8 release date of October 26th. It was noted that Office 2013 seems to work especially well with Windows 8. It will have social networking, touch capabilities, cloud, phone, and "app" features. There is a web page that you can go to if you are interested in participating in feedback on the new release, which was on the bottom of the form Lee shared. Lee suggested that we give a demonstration of Office 2013 in an Information Technology Standards meeting in the near future. She requested that we add it to the list of agenda items for the future and the group agreed.

Lee asked if there were any other questions. There were none.

4. NEXT MEETING

The next scheduled IT Standards meeting is for November 9, 2012. Audio conference information will be made available for call-in attendance.

5. ADJOURNMENT

The meeting adjourned at 9:35 am.