CERRITOS COMMUNITY COLLEGE
INFORMATION TECHNOLOGY STANDARDS MEETING
MINUTES
AUGUST 14, 2009

PRESENT: Lee Krichmar   Patrick O'Donnell
                  Lamont Freeman   Harry Riegert
                  Dean Mellas   Lucinda Aborn
                  Bruce Tanner (Watson)   Michele Kingston (Morales)
                  Steve Kim

ABSENT: Wes Nance   Bernie Negrete
                  Lamar Mills   Carl Bengston
                  Deb Moore

1. CALL TO ORDER

Lee called the meeting to order at 9:06 am.

2. APPROVAL OF MINUTES

It was moved by Patrick to approve the minutes of April 17, 2009. Dean seconded the motion. The minutes were approved as presented with abstentions from Lucinda and Harry.

3. IT STANDARD ISSUES

Lee informed the committee that the new PC standard is working well. A new base image is being created with Windows 7 and is proposed as the new standard for all DC7900 computers. Dean had a concern about the problems using the 64 bit platform as opposed to the 32 bit platform. Lee and Patrick decided to begin with the 64 bit platform and if needed due to problems will be changed to the 32 bit platform. Lee stated the computer replacement program has not been funded. However, a few labs have been replaced and the computers removed from them are being cascaded for replacement of older models. Patrick stated he was looking at using them to replace the older computers in the e-podiums. Dean informed the committee about a concern

with the switch on the e-podium due to volume issues. Lee said she would open a help ticket with the audio/visual department to look into the problem.

4. SCOPE OF STANDARDS

Lee stated this item was left on the agenda until Lucinda was available to look at the standards for digital signage that are available on the IT website in case she has any input or concerns in regards to assistive technology. Lee informed the committee that the digital signage for CITE is up and running and she'll request an update on it from Bernice at the next meeting. Lee also stated that the digital signage that is being donated for 1 year from the FCCC (Foundation for California Community Colleges) was received damaged and was returned.

5. TECHNOLOGY MASTER PLAN

Lee reminded the committee that the Technology master plan is still ongoing. Goals for the college's educational/strategic plan will be available soon and the Technology master plan will be updated in an attempt to align the goals with that of the college. She presented a draft of the ShoreTel plan that will be included in the Technology master plan also. She also informed them that links will be available for new users to aid them in familiarizing themselves with the new phones. Discussion took place regarding the new copiers for the campus. The process is currently underway from Purchasing and copiers with scan to email capabilities are being considered. Lucinda suggested that student services be involved in evaluating the copiers and that the 508 compliance be taken into consideration.

6. OTHER ITEMS

Lamont inquired is there was any word on the software Snow Leopard. The committee had not heard any and Lamont stated he would look into it.

7. NEXT MEETING – September 11, 2009

The next meeting is scheduled for September 11, 2009.

8. ADJOURNMENT

The meeting was adjourned at 9:50am.