

**CERRITOS COMMUNITY COLLEGE
MINUTES OF
INFORMATION TECHNOLOGY STANDARDS COMMITTEE
FRIDAY March 28, 2008
9:00-10:00 A.M. ROOM LC-57**

MEMBERS PRESENT: Dean Mellas, Bernice Watson, Lamont Freeman, Debra Moore, Bernie Negrete, Patrick O'Donnell, Harry Riegert, Lee Krichmar, Lamar Mills.

MEMBERS ABSENT: Lucinda Aborn, John McGinnis, Mario Morales, Wes Nance

The meeting of March 28, 2008 was brought to order at 9:05 a.m.

MINUTES OF FEBRUARY 8, 2008

The Minutes of February 8, 2008 were reviewed by members in attendance. There was one correction: Dean Mellas noted that in the last paragraph Larmer's last name was incorrect. It should read "Mills" rather than "Miller". It was moved by Bernie Negrete, and seconded by Debra Moore to approve the minutes as corrected. There was no further discussion. The minutes were approved with two abstentions: Dean Mellas and Bernice Watson.

OUTSTANDING IT STANDARDS ISSUES

Lee explained that our current notebook standard has been discontinued by HP, which was the model NC6320. Lamont and other Information Technology members did some research and presented the detailed specifications for a new recommended standard, which is the model 6710b. Information Technology is recommending to increase the recommended memory to 3GB since it is only a \$30. price difference from 2GB. This will help insure an appropriate amount of memory across the next 4 years. Information Technology also recommended a 9x5 Pickup and Return service for 4 years (only 3 years comes standard) for this notebook. There is usually at least a 4 year life expectancy from a notebook computer. The price for the maintenance upgrade is \$112. That would bring the total price of the standard notebook to \$1409. Lee mentioned that the recommended notebook is similar to the current standard in the 15.4 inch screen size. Lee also reminded the committee that Information Technology is happy to work with the specific area on notebook computers because the needs do vary and we can better make sure that each area gets the appropriate computer to best meet their individual needs.

Bernie asked if the DVD burner included LightScribe and if that technology was used by many user. Lamont verified the 6710b does include LightScribe. Lee mentioned that in her opinion most users were not familiar with LightScribe and did not really use it or need it. Dean described a problem on his notebook, where occasionally he can't read some DVD's, but if he puts them into a desktop PC the DVD can be read. Dean mentioned he did not think this was a critical issue but something he has noticed. Bernie asked if we recommended an external DVD drive that might circumvent this problem. Lee likes Iomega external drives and Patrick mentioned he usually shops for the drive based on price and availability at the time. Bernice mentioned there were a lot of different variables. Also, the question as to the weight of the new notebook came up. The base unit weighs 5.7 lbs. Dean asked if Blu-ray was available as an option from HP. Lamont answered that yes, it was an option on the higher end performance models only from HP.

TECHNOLOGY MASTER PLAN DISCUSSION ITEMS

Lee summarized the following changes that were made to the IT Master Plan since our last meeting: She added photos, Lucinda provided feedback on several areas, additional content was added to "Regulatory Reporting", and other areas were expanded, etc.

An updated IT Master Plan was given to the group, and time was spent reviewing the document.

Lee provided an update on the recent approval of Cerritos College getting increased bandwidth on our Internet connection, which will be a GigaMAN fiber link from AT&T. A site survey will be completed by AT&T on 4/2 and after that we should get an installation date scheduled. Lee mentioned that the existing DS3 will be allowed to be maintained for the meantime. The Chancellor's office is not sure if they will be able to maintain the redundant link into next fiscal year. Lee will keep abreast of this issue. Lee also recommended we add a section on "Bandwidth" into our IT Master Plan. Debra asked if we could explain how much more bandwidth we would be getting. Patrick mentioned the current DS3 is about 45 mbps compared to GigaMAN, which transmits data at speeds of up to 1.0 gigabits per second. **NOTE: Lee looked into this after the meeting and a fiber-optic point-to-point gigabit Ethernet service is 22 times faster than a DS3.**

Lee described the GigaMAN installation and mentioned that the future of the Liberal Arts building will impact our Internet connection in the future.

Bernie mentioned that Information Technology must be heavily impacted by construction and suggested we add an item to page 7 - IT Challenges - regarding construction and the need to relocate the phone room and wiring closet in the future. Lee agreed and will make the suggested change. Bernice requested that on page 36 - the word "multimedia" be changed to "media". Dean suggested that we add statistics for email and account utilization and perhaps MySpace bandwidth usage. Harry suggested we add statistics on the number of domain accounts that we support. Lee mentioned the challenge of keeping all the statistics current; perhaps we could add them as an appendix.

UPDATE FROM COORDINATING COMMITTEE ON 3/5 WHERE IT MASTER PLAN DRAFT WAS SHARED

Lee reported that positive feedback was received from the coordinating committee. She shared that the entire draft plan was included in the board book that was dated March 19, 2008. This will allow a larger campus population to have access to the draft document.

NEXT MEETING

The next meeting will be May 9th at 9 a.m. in LC 62.

The meeting was adjourned 10:05 a.m.

