CERRITOS COMMUNITY COLLEGE
INFORMATION TECHNOLOGY STANDARDS MEETING
APPROVED March 15, 2013

PRESENT:	Lee Krichmar	Lamont Freeman
	Patrick O'Donnell	Mario Morales
	Carlos Mera	Maricela Pedroza
	Jack Wilson	Bernice Watson
	James Byun	Kenny Lou
ABSENT:	Carl Bengston	Terri Lopez
	Israel Cruz	
GUEST:	Michele Kingston	Rick Miranda

1. CALL TO ORDER

Lee called the meeting to order at 9:02 am.

2. APPROVAL OF MINUTES

Patrick O'Donnell made a motion to approve the February 8th minutes and it was seconded by Jack Wilson, with no changes.

3. INFORMATION TECHNOLOGY STANDARDS DISCUSSION

Lee opened the meeting with welcoming Rick Miranda, Dean of Academic Affairs, Lance Underhill of Hewlett Packard (HP), and Tami Reed of GST. Rick has a vested interest in the future considerations of technology specifically within the classroom environment. Lance joined the committee to demonstrate a few of the new products that HP is featuring and explained some of the improvements being made. Lance showed the group a 2 point touch monitor and said that it will eventually be replaced with a 10 point touch. Lee expressed her desire to put the "Touch Screen" ability in the lab/student environment. The group moved on to discuss how the implementation of Windows 8 is going across campus. Patrick O'Donnell stated that we are getting more and more requests for the switch from Win7 to Win8. Lance shared that Cerritos College is much more progressive with the transition than any other campus in Southern California. Kenny Lou described a problem with CCC Confer, (a website offered by the Chancellors Office), that he is having since moving to Win8. Kenny mentioned that the problem seemed to be tied into Java. The comment was noted. Lee went on to ask Lance for a comparison on the new i4 vs. our existing i5 processor. Lance gave us an overview and mentioned that Intel could come on campus to provide much more detailed help and information if we were interested.

Rick Miranda asked Lance if the HP Tablets act as wireless devices and Lance said, "Yes", as well as AVG1, Near Field Communication. He offered a few demos to try out and several items were passed around to the committee members. We're trying to find technology to allow tablets (Apple & Android) to wirelessly communicate with projectors. There is a lot of technology that works great for one tablet with one monitor. But, when you try to have a bunch of tablets (multiple faculty members) and one projector, we have not fount anything that provides a stable experience within our secure environment. Patrick stated that we have looked into applications but no success yet. James Byun shared how the Math Department uses a Tablet in the classroom environment and the committee discussed several other ideas and brainstormed. Lance made a recommendation that the campus evaluate the ElitePad 900 Tablet G1 and the Revolve. Carlos Mera mentioned that instructor Henriques uses wireless device in the S201 classroom with a paired connector. It was discussed by the group that the work around for wireless in the classroom might be to have a receiver in all classrooms vs. on every tablet. Lance agreed that security has become a major issue across the United States. Hackers are increasing. Lance moved on to discuss new HP monitors and their price points as well as the resolutions and features available.

Lee went on to update the group on the Epodium Survey analysis. The survey committee met to discuss the many suggestions given. The committee created a list of suggested changes, which Lee reviewed with the committee:

Below is the list of recommended improvements to the BE podiums that our sub-committee agreed upon on 2/21/13:

Change the chair – be able to sit at low table height and document camera height
Modify low surface to end in a straight edge – no curve
Make the low surface larger – 6" wider and 2" deeper
Make the top surface larger - 6" wider and 2" deeper
Add cable management to the lower surface
Change the lock(s) to allow for BEST cores
Remove the document camera door – use BEST lock and Kensington cable to secure
Reduce the top surface height by 2" – or whatever space was saved by removing the document camera door
Consider modifying the front door to allow faculty to access the contents without having to unlock the door

Optional podium items:

Multipurpose 4' table
Monitor Arm
Wireless keyboard/mouse

David Moore and Lee plan to review this list of recommendations with our current furniture vendor and request that new CAD drawings be completed and to request a "prototype" be built so we can install and assess one more time prior to purchasing a large quantity for the LA/DSPS building. A short conversation ensued on MAC users' use of "Bootcamp". Lee and Patrick offered their assistance but also noted that there still seems to be an issue with topic and additional discussions are necessary. The largest hurdle seems to be software licensing.

4. NEXT MEETING

The next scheduled IT Standards meeting is for April 12, 2013.

5. ADJOURNMENT

The meeting adjourned at 10:07 am.