CERRITOS COMMUNITY COLLEGE
INFORMATION TECHNOLOGY STANDARDS MEETING
APPROVED MINUTES
May 14, 2010

PRESENT:	Lee Krichmar	Terrie Lopez (Lucinda Aborn)
	Patrick O'Donnell	James Byun
	Harry Riegert	Wes Nance
	Bernie Negrete	M arioMorales
	Bernice Watson	
ABSENT:	Pilar Mata	
	Student Rep	
	Lamont Freeman	
	Carl Bengston	

1. CALL TO ORDER

Lee called the meeting to order at 9:05 am.

2. APPROVAL OF MINUTES

It was moved by Harry to approve the minutes of April 09, 2010. James seconded the motion. The minutes were approved with one change, which was a typo in the time the meeting was adjourned. 8:55 will be changed to 9:55.

3. IT STANDARD ISSUES

Lee shared a handout of a proposed new notebook standard, since our existing standard has been discontinued. The HP ProBook 6540b was reviewed and discussed. The new notebook is available with either a i5 or i7 processor, which is leading edge and matches the i5 processor in our desktop standard. The notebook below was accepted as the current standard by the committee.

Below are the detailed specifications:

Required:		
	Operating System	**Windows 7**
	Extended Warranty	**5 year 9X5 next-business-day, pickup and return service**
	Memory	**2GB minimum, 4GB recommended**
	Network Card	**10/100/1000 Integrated LAN**
	Processor	**Intel i5 (2 GHz or better)**
	Hard Drive	**120GB 5400rpm drive or larger**
	Pointing Device	**Touch pad with scroll zone**
	Optical Drive	**DVD+/- RW drive SuperMulti DL Drive w/LightScribe**

	Diagonal screen size	15.6" LED Backlit HD Display
	Bluetooth	**Integrated Bluetooth 2.0+ module**
	Weight	**5.5 pounds**
	Input/Output Ports	**USB 2.0 (4), Display port, RJ-45 (10/100/1000)/RJ-11, Audio VGA, Docking Connector**
	Battery	**6 cell Lithium Ion (approx. 6 hours) Energy Star 4 rated not**
	Audio	**HP Premier Sound™ 16 bit sound, 2 Stereo Speakers, head microphone jacks**
Optional:	Wireless (Choice of integrated 802.11 a/b/g wireless LAN)	
	Blu-ray	
	Carrying Case	
	Webcam	
	Extra Battery (9 cell)	
	Port Replicator	

4. TECHNOLOGY MASTER PLAN

Unfortunately, Pilar was unable to attend this meeting. She will bring a copy of the proposed updates to the Enrollment Management section of the IT Master Plan to the August IT Standards committee meeting.

5. ITunes U Accessibility

Unfortunately, Carl was unable to attend this meeting. He will provide an update on the accessibility of ITunes University at the August IT Standards committee meeting.

4. Office 2010

The committee discussed Office 2010 and it's impact regarding implementation. The document compatibility between Office 2007 and 2010 is much improved. Users can open both documents in either suite, but the new features that are available in 2010 won't work. Otherwise, the transition seems to be pretty good.

Bernie & Wes informed the committee that they will be using Office 2007 text books within CIS for another year. Discussions took place regarding the options of installing both suites in the CIS labs and in other locations. In conclusion, the committee agreed that BOTH Office 2007 and 2010 should be installed in CIS and the 40 new E-Podium computers even though there were slight difficulties due to switching between the two versions of the Office suites. The option of offering both versions provided the greatest flexibility for faculty and students.

5. FREE WI-FI FOR STUDENTS & STAFF

Lee has not heard back from Holly Bogdonavich yet regarding funding or additional feedback on Wi-Fi from the students. Lee shared that Bruce completed a firmware upgrade on 5/13, which seemed to improve the overall wireless experience that students will have. All access points were also updated. Bruce has been working with HP and GST for the past three weeks on this back-end wireless problem he

identified. HP was able to recreate the problem in their lab and provided us with the fix.

6. OTHER ITEMS

Lee provided a handout that listed 38 E-Podiums, which are being proposed to be replaced in June. 40 new PC's and monitors were approved and have been ordered to update the E-Podium computers. The committee reviewed and approved the list as presented. Lee will send the list to Bill Farmer for review.

7. NEXT MEETING

The next meeting is scheduled for August 13, 2010 at 9:00 am in LC62.

8. ADJOURNMENT

The meeting was adjourned at 10:07 am.