CERRITOS COMMUNITY COLLEGE
MINUTES OF
INFORMATION TECHNOLOGY STANDARDS COMMITTEE
FRIDAY November 14, 2008
9:00 A.M. -10:15 A.M. – LC62

MEMBERS PRESENT: Dean Mellas, Patrick O'Donnell, Bernice Watson, Lee Krichmar, Lucinda Aborn, Mario Morales, Lamont Freeman, Wes Nance, Deb Moore.

MEMBERS ABSENT: John McGinnis, Lamar Mills, Harry Riegert, Bernie Negrete.

The meeting of November 14, 2008 was brought to order at 9:05 a.m.

MINUTES OF October 10, 2008

It was moved by Dean Mellas, and seconded by Patrick O'Donnell, to approve the Minutes of October 10 as presented. The minutes were approved with three abstentions (Lucinda Aborn, Deb Moore, and Mario Morales). There were no corrections or discussion.

OUTSTANDING IT STANDARDS ISSUES

Lee provided an update on the HP DC7900, which is the replacement for our current standard of the DC7800; she reviewed the standards below with the committee and pointed out the USB keyboard change.

> HP Compaq dc7900 Convertible Minitower
> dc7900 CMT chassis w/ 85% PSU
> Intel Core 2 Duo E8400 processor
> 2GB PC2-6400 (DDR2-800) 2x1GB
> 160GB SATA NCQ HDD SMART
> SATA 16X SuperMulti LightScribe
> HP USB Standard Keyboard
> HP USB 2-Button Laser Mouse
> Windows Vista® Business with Windows® XP
> Professional custom pre-installed
> SATA external port
> 5 year warranty
> Cerritos College price is $859.00

Lee provided an update to the committee on seven new PC's and additional A/V equipment, which is going to be purchased with grant money from Randy Peebles. Patrick provided a list to Randy to help identify the E-Classrooms with the oldest computers.

Progress on the AT&T Gigaman Internet connection was discussed; we should be live by the end of November. The circuit was finally turned over to us in mid-November. The new routers and modems have already been installed.

The program that we use to track positive attendance time (CI Track) was discussed regarding the possibility of using this product to track TBA hours for instruction. Wes mentioned that he and Marge have already been begun working with Academic Affairs and discussing possibilities. Lee described the reporting capabilities and the problem that there is no place to enter the scheduled time(s) that the students plan to put in their time.   There are

two mechanisms for tracking: 1) that captures the student login & logout time on a Windows PC and 2) one scanner station that tracks multiple students as the check in & out of the lab. Option 2 might work for CIS non-Windows' classes.

OTHER ITEMS

We discussed the TV's or monitors that are being used to show PowerPoint or QuickTime presentations or videos in A&R, financial aid, and the assessment center. Lucinda mentioned that one was just purchased for the student health center. It is not ideal to connect a user's PC to this monitor because it interrupts the PowerPoint presentation that is being displayed. Another problem is that video cables need to be run from a PC to the monitor, and depending on the locations of each, this can be costly and challenging. We discussed a new technology that is available that allows presentations to be displayed without the use of a PC. These are networked devices or "digital signage" and these types of devices might be more appropriate than a PC connected to a large monitor or TV. It was suggested that we request if GST could join us during the December meeting for a presentation of these devices so we could explore the possibilities further as a group. Mario will contact GST to arrange this demonstration.

NEXT MEETING

The next meeting will be held December 12, 2008 in LC-62.

The meeting was adjourned at 10:06 a.m.

Submitted By: Lee Krichmar