

**CERRITOS COMMUNITY COLLEGE  
INFORMATION TECHNOLOGY STANDARDS MEETING  
APPROVED MINUTES  
September 14, 2012**

<b>PRESENT:</b>	Lee Krichmar	Maricela Pedroza (Michele Kingston)
	Carl Bengston	Bernice Watson
	Patrick O'Donnell	Terrie Lopez
	Carlos Mera	Kenny Lou
	Lamont Freeman	Israel Cruz
	James Byun	Jack Wilson

**ABSENT:** Mario Morales

**GUEST:** David Betancourt Mario Bermudez

**1. CALL TO ORDER**

Lee called the meeting to order at 9:08 am.

**2. APPROVAL OF MINUTES**

Carl motioned to approve the August 17th minutes and it was seconded by Patrick, with minor changes.

**3. MICROSOFT WINDOWS 8 DEMO**

Lee introduced and welcomed David Betancourt to the committee as a guest. The Center For Teaching Excellence will serve as a liaison to the faculty when we begin upgrading users computers to Windows 8. Lee then began a demonstration on Windows 8. She spoke in detail about the many new features that this upgrade has to offer. Lee's desktop was projected for all to see as she walked us through the new bells and whistles of Windows 8. Lee gave comparisons to Windows 7 in most of the points featured. Patrick O'Donnell and Michele Kingston were on hand also to share their new experiences in using Windows 8. Lee pointed out that Windows 8 is not extremely different from Windows 7 and that it seems to be merging phone, notebook, as well as desktop experiences together. She also stated that Internet Explorer 10 has limitations and challenges, as does each new browser release. She mentioned that the 32 and 64 bit are being tested right now by the Information Technology Department. So far, the upgrades seem to be doing fine. An install from scratch rather than upgrading Windows 7 is mostly recommended. Lee passed out a 71 page print out of Windows 8 for group to reference. Windows 8 is very similar to Windows 7; most functions you are already used

to can be found. The touch functions act much like a phone. Lee showed the improvements within the task manager and how to sign-off and power down your PC. It is a little different; you have to go into charms and then settings to manage your settings.

Lee mentioned that the desktop buttons can be personalized. Patrick shared more on personalizing your computer. Patrick referenced an article on the top 10 windows buttons/hot keys. Lee reminded the group that they can Google shortcuts for extra help when needed; there are a lot of YouTube videos available.

Carlos Mera asked if there would be any hardware requirements. Lee stated that the requirements are about the same as Windows 7. Patrick mentioned that Shoretel doesn't work with a 64 bit but that Shoretel is working on a fix. Carlos asked if we have a problem with 64 bit will we have a choice in the two and Patrick stated that yes, he will support both 32 and 64 bit environments in student labs. Lee pointed out that there are both software and hardware issues on 64 bit which would keep us on 32 bit in labs. Lee asked Carlos if there are any software purchases needed in his instructional labs. She suggested that a conversation be had with the department chairs so that they could include the requests for new software within the upcoming unit plans. David Betancourt asked when it would be implemented across the campus. Lee explained that Information Technology department implements it across the campus slowly. The first area to test it would be Information Technology in order to serve as support for others. Second would be the CTX and/or Innovation Center followed by user requests. Users receiving new PC's can request either Windows 7 or 8. Later we would implement within student labs, and podium PC's. Lee also stated that eventually Microsoft will stop supporting Windows 7, and then we will be forced to go to Windows 8. David Betancourt asked for a time frame of that. Lee stated that there are 2500 computers on campus and that we divide those out to five different areas. That gives us 500 computers per year to implement the change to. The first year is the slowest due to the problems with applications running. Carl Bengston asked if Windows 8 will be on all "new" computers. Lee answered by saying that it will be the users' choice for now. Patrick mentioned that when epodiums went from XP to Windows 7 we went slowly because we didn't want the faculty to have a problem with their profiles. Lee explained to the group that we don't want to be too pushy to users but we do want to move it along as well. We try to make it a pleasant experience for all. We like to encourage dialog. Carl Bengston suggested that we offer workshops to faculty and Patrick O'Donnell stated that that would be perfect, and that he agreed with the idea of training on Windows 8. David Betancourt asked the group, if there is a faculty member interested in the upgrade would that put him/her in line to receive his/her new computer sooner than someone that doesn't want to upgrade so soon? Lee stated that the replacements are set geographically with the Social Science and Liberal Arts areas to come first. David Betancourt asked if Lee was referring to PC replacement only and no other equipment. Patrick O'Donnell and Lee Krichmar responded unanimously with yes, only PC equipment. Carl Bengston mentioned that it could come as a surprise for faculty to enter their classroom to teach at a podium if Windows 8 is there. Lee responded that she is very glad that David Betancourt is here to help us understand the needs of the trainer. David Betancourt suggested that a meeting between Lee, and himself would be beneficial to further the process of training Amparo Atherton. Carl Bengston reminded the group that the need to train Classified staff also exists.

Patrick O'Donnell told the group that October 25th is the release date for Windows 8. Lee said that we are being proactive on this. She would like to let students try it out as

well. Carl Bengston mentioned that he thinks the students will have an easier time with the transition than the faculty members for the most part. Lee said that there are a lot of videos out there and she finds them to be quite helpful. Carlos Mera asked, "where is "My Documents"?" Patrick O'Donnell and Michele Kingston assisted with describing the features to the group as well as how to launch Internet Explorer in order to see everything. Patrick O'Donnell explained that you will lose your pinned items after the upgrade and Carlos Mera asked the group if your screen travels with you on your profile. Lee said that yes it does travel with you. Jack Wilson mentioned that he thinks Windows 8 works much nicer with a touch screen.

Lee requested an update on WiDi by Bernice Watson. Bernice Watson told the group that David Fabish, Liberal Arts Dean, had requested a demonstration on the product. Israel Cruz asked if it is NetGear. Lee responded with, no, it is D-Link. Israel Cruz shared with the group that if you have too many things running it becomes a problem. Bernice Watson said that campus wide might be a challenge because connections are only one-to-one. Therefore, if a faculty with a notebook computer changes from one display to the next, they will need to sync with each wireless display. Liberal Arts was impressed but they haven't pursued it any further.

#### **4. NEXT MEETING**

The next scheduled IT Standards meeting is for October 12, 2012. Audio conference information will be made available for call-in attendance.

#### **5. ADJOURNMENT**

The meeting adjourned at 10:04 am.