

**CERRITOS COMMUNITY COLLEGE
 INFORMATION TECHNOLOGY STANDARDS MEETING
 APPROVED MINUTES
 August 12, 2011**

PRESENT: Lee Krichmar Bernice Watson
 Patrick O'Donnell Carl Bengston
 James Byun Maricela Pedroza
 Michele Kingston (Mario Morales) Lamont Freeman
 Carlos Mera (Pilar Mata)

ABSENT: Kenny Lou Crystal Garcia
 Lucinda Aborn Jack Wilson

1. CALL TO ORDER

Lee called the meeting to order at 9:06 am.

2. APPROVAL OF MINUTES

It was moved by Patrick and seconded by Maricela to approve the minutes with no changes.

3. IT STANDARD ISSUES

Lee shared with the committee that several labs in the LRC had been moved and new PC's installed. Patrick named the several labs that had been upgraded and moved, some of which included: LC 40, LC 166 and the MAC labs. 200 student computers were upgraded and an additional 196 were added in LC40 & LC166 to prepare for the LRC Remodel. Below are the student labs that were approved for replacement:

Student Labs Recommended Replacements				
DONE	SL 110	HO Skills Lab	41	DC8200
DONE	AD 76	Assessment	30	DC8200
DONE	LC 11	Library Floor	34	DC8200
DONE	AD 78	Career Center	11	DC8200
DONE	LC 174	Macintosh Lab	26	Mac

DONE	TE 6	CAD Lab	29	DC8200
DONE	LC 173	Macintosh Lab*	26	Mac
DONE	LC 40	Open Lab	140	HP All-in-one
DONE	LC 166	Open Lab	56	HP All-in-one
			393	
*Replace slightly ahead of schedule due to old CRT monitors, which were skipped on previous replacement. Power & heat considerations in new LRC remodel.				
	LC 209	Reading Lab+	32	DC8200
	LC 208	Writing Lab+	28	DC8200
	LC 110/111	Math Lab+	11	DC8200
+Not to be done right away; 71 PC's to be placed in new LRC remodel. Still need 148 more PC's for phase 2 of LRC remodel.				

The student labs that are bolded (above) show which student labs were completed prior to August 15, for the start of fall. Most of the labs were upgraded to the current HP 8200 standard but the two new labs were upgraded with HP all-in-one's in an effort to save power. Lee also mentioned that our current 19" widescreen monitor standard went down slightly in price. Lee asked Patrick if there were any printer standards that needed to be addressed and he couldn't think of any and shared that we are getting very few requests for printers.

4. OTHER ITEMS

Bernice asked about Fax over IP (FoIP). Patrick gave an overview of the different options we have using FoIP and that it will be compatible with the Liberty system currently used in Financial Aid. James asked if FoIP was part of our copier contract and Lee explained to him that it is not. The copiers can scan to email but FoIP will be faxing from your PC and requires an additional fax server, which Patrick has configured.

At 9:25 the committee went to take a tour of the new computer labs to see the new computers and computer tables.

5. NEXT MEETING

The next scheduled IT Standards meeting is for September 16, 2011.

6. ADJOURNMENT

The meeting adjourned at 9:42 am.