

**CERRITOS COMMUNITY COLLEGE  
INFORMATION TECHNOLOGY STANDARDS MEETING  
APPROVED MINUTES  
September 10, 2010**

<b>PRESENT:</b>	Lee Krichmar	Harry Riegert (Maricela Pedroza)
	Patrick O'Donnell	James Byun
	Jack Wilson	Kenny Lou
	Bernice Watson	Carl Bengston
	Pilar Mata	

<b>ABSENT:</b>	Lamont Freeman	Lucinda Aborn
	Student Rep	

**1. CALL TO ORDER**

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

**2. APPROVAL OF MINUTES**

It was moved by Patrick to approve the minutes of May 14, 2010. Pilar seconded the motion. The minutes were approved with no changes.

**3. IT STANDARD ISSUES**

Lee briefly discussed the feedback received on the new desktop standard pc's and the widescreen monitors. The initial feedback has been positive. There aren't many orders coming in right now due to budget constraints, therefore the current standards seem sufficient.

**4. TECHNOLOGY MASTER PLAN**

Pilar brought an updated draft of the Educational Master Plan with comments from : ML Bettino, Kim Westby and Stephanie Murguia. It was decided that the committee members would review the updated draft and send any changes or suggestions directly to Pilar. This item will remain on the agenda for further discussion (and possible adoption) at the next meeting. It was described that this version would be available both within the IT master Plan, as well as from Rosters+ to make it easy to find, which is how it is now.

**5. ITUNES U ACCESSIBILITY**

A lengthy discussion took place regarding iTunes U universal access (accessibility). Carl assured the committee that the content being put on iTunes U is in compliance. The accessibility of the actual interface is what needs to be evaluated. Carl expressed concern that he did not have the tools to perform the evaluation. Lee suggested that Patrick work with Tim Kyllingstad to do some testing and Patrick will bring the results back to our next meeting. Carl provided a handout from February 2008 with information on it provided by Apple. It was unclear from the documentation that Carl was able to find if iTunes U is totally accessible. Kenny brought forward concerns regarding faculty's responsibility regarding making all content accessible. A lengthy discussion took place regarding captioning and the Colleges' responsibility regarding accessibility. Lee provided information regarding our responsibility during procurement and Bernice and Carl assured the group of their commitment regarding making their content universally acceptable. Pilar stated her feelings that it comes down to if you want to comply with the letter of the law or the spirit of the law. She feels that if you comply with the spirit of the law you benefit all students not just those with disabilities.

## **6. FREE WI-FI FOR STUDENTS**

Lee spoke with Holly Bogdonavich of Student Services regarding expanding the free Wi-Fi for students and staff. Holly advised that the ASCC student government which discussed the situation originally were not interested in funding the expansion at that time. The ASCC elections have just taken place and the discussion will be re-visited with the new elected members. Lee also gave an update on the current access points which seem to be providing adequate coverage. Carl added that it seems to be working very well for students. Lee will be going to the next faculty senate meeting to give an update on the free Wi-Fi for students and staff.

## **7. OTHER ITEMS**

Jack reported having to set up the Internet Explorer browser specific settings on each workstation running Windows 7. Patrick will look into including these settings to see if they can be included within the roaming profile. If they can be added to the roaming profile, it will be much more efficient for faculty members that use many different rooms. However, some people already have profiles that are too big, and we will be adding to that problem.

Jack also addressed a few questions regarding Outlook 2010, profile space and McAfee. It was determined that these were not campus wide issues, but specific to CIS. Patrick provided suggestions and will follow up outside of this meeting as necessary.

## **9. NEXT MEETING**

The next meeting is scheduled for October 08, 2010 at 9:00 am in LC62.

## **10. ADJOURNMENT**

The meeting was adjourned at 10:38 am.