Technology Resources Team
Meeting Minutes
Date: 10/09/12
Time: 2:30PM
Location: LRC 604

Type of Meeting: Regular Meeting

Meeting Facilitator: Mike Campbell

Call to Order

Mike Campbell called to order the regular meeting of the TRT at **2:37** on **10/09/12** in **LRC 604.**

Roll Call

The following persons were present: Mike Campbell, Jeremy Horton, Scott Cameron, Sylvia Sotomayor, Charles Osteen, Mike Metcalf, Jonathon Kutsher, and Matt Hightower via CCCConfer

Guests: None

Meeting Minutes Approved: None

Discussion Issues

a) Topic—Video Recording – Mike Campbell and Charles reported that there have been requests by faculty and staff for the ability to record iTV sessions. Mike reported that IT has looked into possible solutions and that the best solution is to use a RSS appliance from Polycom. The committee discussed this and because of the cost and to evaluate the demand for this service it was decided we needed more input from the faculty.
Action Item: Mike and Charles will put together a draft survey for review at the next meeting.
Topic – Multimedia Classrooms – Mike Campbell reported that Cerro Coso has a large number of multimedia classrooms and that they have multiple configurations as far as equipment and user interface. Mike would like the committee to define the standards for each classroom, and what is level each room should be at. Mike Metcalf suggested that extended display be the default setting in the rooms.
Topic – Hardware Replacement Plan – Mike Campbell reported that IT has finished implementing the first 5-year cycle of the HRP. He would like to committee to review it for effectiveness and recommendations for the next cycle. During the discussion Mike Metcalf reported that the 15 laptops used in the EMT program were not replaced as part of the previous plan.
Action Item: Mike as the committee to ask their peers for feedback on the previous HRP cycle. Did the plan provide faculty and staff with adequate computer resources.

Information Issues

a) Topic— Welcome – *Mike welcomed the new student representative and thanked the membership for agreeing to serve again this year.*
b) Topic – IT Strategic Plan – Mike informed the group that College Council approved the 3 year IT Strategic Plan at the May 2012 meeting.

Future Meeting Dates

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a) Next Meeting: 10/12/12 at 2:30PM in LRC 604
b) Schedule: Every two weeks

Future Agenda Items and Review of Action Items of Current Meeting:

Adjournment

The meeting adjourned at 4:00PM

Recorded by: Jeremy Horton

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