Project No. 1794
State Center Community College District – Facilities Master Plan Update
Technology Master Plan Meeting No. 2
April 4, 2018
Next Meeting: TBD

1. Adrian reviewed the general methodology
   Phase 1 Discovery- Information Gathering
   Phase 2 Analysis & Recommendations
   Phase 3 Prioritization
   Phase 4 Update standards & specifications

2. List of sites to be added to the included site list
   a) Add Herndon Center
   b) Add CTC Career Technology Center

3. TKISC Needs the number of buildings at each location and the number of users served at each location
   ☐ To be provided by George

4. Audio visual standards are to be included in the technology plan
   a) Visual Activity Standard
   b) Speech Intelligibility standards
   ☐ Bob to send Adrian the installation done at the Herndon Center

5. Telecom Design standards will include among other items:
   a) Diagrams of Room Types
   b) Minimum standards for back up power for data centers
   c) Fire suppression for telecom rooms to be in the design standards
   ☐ Adrian will provide a bullet point list of all the items included in the design standards

6. Subject matter experts
   ☐ Adrian will prepare a list of the subject matter expert categories
   ☐ Bob will provide the District with a Matrix
   ☐ District will assign the subject matter experts

7. Site Contacts
   ☐ District to provide a list of site contacts
   a) Name
   b) Email
   c) Phone Number

Meeting Notes

8. Campus Technology Plan
    ☐ District to provides copies of all current campus technology plans

9. Current Telecom specification
    ☐ Bob to provide Adrian the current spec for Telecom standards

10. Information needed
    District to provide As-Built information for existing infrastructure current technology standards
    Logical network standards
    Any information that is currently available
    ☐ To be provided by District

11. Steering committee/Technology working groups
    a) These committees and group are composed of individuals at this meeting; See sign-in sheet.

Next Meeting: On-Site visit. Date & Time TBD