

NEW STAFF in IT



JIM LILLY

I am very excited to be working for COD. I have worked in the IT field for over 13+ years working with some great companies, including Dell where I trained students in CompTIA A+ Certifications and Flowserve. I helped create the visual styles, logos and website for Lotus Elixir in Indian Wells. I have an Associates and BS in Networking and Web/Graphic design. I am going to start on my Masters at the end of this year. On my off time, I love playing basketball, hiking, working out and 3D printing. I live in Yucca Valley with my wife and 2 kids, and we love living there.

Temporary Palm Springs Campus Technology

Classroom technology has continued to evolve and the temporary campus at Palm Springs has provided yet one more opportunity for advancement. These classrooms feature a redesigned lectern, an updated document camera, easier to use media controls, and more powerful amps and speakers. Read on for more information.

Lectern: The redesigned lecterns have a larger desk top and provide personal storage space underneath. The College of the Desert logo stands out beautifully along the wood grain surface in bright COD red. A drawer has been added for easy access to the classroom's microphone. Built into the top of the lectern is a cable cubby with HDMI and VGA cables for laptop connectivity as well as an outlet for a charger.

Document Camera: The Elmo has been upgraded to the newest 4k MX-1 document camera.

Media Controls: The media controls on the lecterns are the same as the Palm Desert Standard with easy on/off functionality. The volume can be adjusted by holding down the up or down button.

MISSION STATEMENT

As a team of information systems and educational technology professionals, we are dedicated to delivering both an efficient computing environment and quality customer service to support the mission and goals of the Desert Community College

VISION

We envision the Information Technology Department as a team of information technology experts working in partnership with the institution.

WE ARE COMMITTED TO:

- An effective technological environment that maximizes the flow of information throughout the district, its affiliates and the community at large.
- A proficient user community continuously increasing its own knowledge and productivity.
- Information technology as a strategic element in the ongoing success of the Desert Community College District.

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Newly Upgraded Internet Connection

With support and funding from CENIC (our Internet Service Provider), College of the Desert received an early Christmas present this past December. This was a 10-Gigabit per second connection to the Internet!

What does this mean?

For years COD has had an internet connection with maximum speeds up to 600-Megabits per second. 600 MBs, when installed in 2006, was considered extreme for its time and was more than adequate for the college's internet needs. Over the years, with the addition of new locations, new computer labs, new media stations in classrooms, and increased wireless traffic, our network began to slow down. By the end of the Fall 2017 semester, COD had reached our peak for internet traffic and users began noticing slower performances. In mid-December 2017, IT and CENIC worked together to improve our internet connection. The result is that COD now has a 10 Gigabyte connection which is 10 times faster!

At the same time IT installed new Cisco Fire Power security appliances (for protecting our internal network from internet hackers) which have the capability of running at these new higher speeds. This Spring semester we have already seen peaks of 1 GBs and internet traffic is flying.



CENIC



New Site Licenses: TechSmith - Camtasia & Snagit

Camtasia is a powerful video editing program available for both Windows and Mac. It supports a range of popular media formats and offers an impressive degree of control over the videos you create, while still being easy to use. TechSmith even has a free mobile app for Android and iOS that makes it easy to transfer media from your device for use in Camtasia. Once you're finished editing, you can render and share your video files to Youtube, Vimeo, Google Drive and Screencast.com from within the program. Even for people who have never used video editing software before, Camtasia is easy to learn thanks to the excellent tutorial support provided by TechSmith.

Snagit lets you share what can't be put into words. You can easily create custom images and videos for demos, feedback, reviews, and more. Snag any image and enhance it with effects or create a quick video of your computer screen with no time restrictions. Then share your creations instantly with anyone. No matter what you're working on, Snagit helps you eliminate confusion and provide people with personal, meaningful content.

(Both Camtasia & Snagit will be added to classroom media computers and are available to all Faculty and Staff. If you would like it installed, please submit a work order through the IT HelpDesk.)

Definitions of Frequently Used Email Distribution Groups

Email Distribution List	Definition (list includes)	How to Use
College of the Desert	Leadership/Management, Classified Employees, and All Faculty	Communicate with all COD employees
Leadership/Management	Certificated and Classified Administrators and Foundation Directors	Communicate with Managers
Classified Employees	Full-time and part-time classified employees including Confidential & Non-leadership Foundation employees	Communicate with all Classified employees
All Faculty	Full-time and Adjunct Faculty	Communicate with all Faculty
Board of Trustees	Five elected Board Members	Communicate with elected Board Members
ASCOD Student Trustee	Elected Student Trustee	Add to Board of Trustees as appropriate
Full-time Faculty	Full-time Faculty	As needed
Adjunct Faculty	Adjunct Faculty	As needed
Classified Bargaining Unit	CSEA Members	Primarily used by CSEA
Confidential Employees	Confidential Employees	As needed
Foundation	Foundation employees and others identified by the Foundation Office	Primarily used by Foundation employees
Bond Team	Bond Team employees identified by the Bond Team	Communicate with the Bond Team
Contract Employees	Short term, substitutes, contract employees	As needed/appropriate



Technology Training Spring 2018

ADOBE ACROBAT BASICS

10:30am-11:30am Thurs. 3/15

COLLEAGUE WEB UI

10:30am-11:30am Tues., 2/27

CREATING ACCESSIBLE DOCUMENTS IN ADOBE ACROBAT

10:30am-11:30am Mon., 3/26 1:30pm-2:30pm Mon. 4/16

CREATING ACCESSIBLE DOCUMENTS IN WORD

10:30am-11:30am Fri., 4/6 1:30pm-2:30pm Fri., 3/9

EXCEL TIPS & TRICKS

1:30pm-1:30pm Wed., 2/28 10:30am-11:30am Thurs., 3/22 Fri., 4/27

INFORMER/DATA QUERIES

10:30am-11:30am Wed., 3/7 1:30pm-2:30pm Thurs., 5/3

SCANTRON 101

1:00pm-2:00pm Tues., 3/27

WEB MAINTENANCE

10:30am-11:30am Fri., 5/11 1:30pm-2:30pm Wed., 3/14, Thurs., 4/12

WINDOWS 10/FILE MANAGEMENT

10:30am-11:30am Thurs., 4/26

ZOOM VIDEO CONFERENCING

1:30pm-2:30pm Tues., 3/6



To make a reservation call 1300 or email mreynolds@collegeofthedesert.edu