

**CERRITOS COMMUNITY COLLEGE  
INFORMATION TECHNOLOGY STANDARDS MEETING**

**May 14, 2021**

PRESENT:	Javier Banuelos	Cezar Montero
	Michele Kingston	Irlanda Lopez
	Jaimie Quiroz	Shannon Estrada
	Nick Real	Aemiro Beyene
	Rebecca Pang	

GUEST: None

ABSENT: Patrick O'Donnell, Randy Diaz, Erik Duane, Michelle Stieber, Andrew Maz

**1. CALL TO ORDER**

Javier Banuelos called the meeting to order at 9:09 am.

**2. APPROVAL OF MINUTES**

Michele Kingston made a motion to approve the April 9, 2021 minutes and Aemiro Beyene seconded it. The minutes were approved with 3 abstentions, Irlanda, Jaime and Rebecca.

**3. INFORMATION TECHNOLOGY STANDARDS DISCUSSION**

Javier opened the meeting by asking the committee to approve the new laptop standard for **HP ProBook G8**. Michele Kingston made a motion to accept and Irlanda Lopez 2<sup>nd</sup> the motion. Motion passed by 100%. Jaime asked about the replacement of staff laptops in her area and if IT would be providing those as well as the desktop in the replacement. Javier explained that if it is not on our website as part of the replacement she should talk to Patrick and or Rick, whom he has been referring people. Jaime said they do also have a laptop cart. Michele inquired as to the disk drive if increased or decreased in size, Javier said it was increased.

Javier asked the committee to review and approve the new Monitor Standard for **HP E22 G4**. Michele motioned to approve, Jaime 2<sup>nd</sup> the motion, all approved. Additional details discussed after motion passed, i.e. the monitor is 22" in size and in terms of specs, not a large difference between this one and the last one. In addition, this monitor does have built in eye ease.

Javier asked the committee to review and approve the new Printer Standard HP LaserJet Pro M404dw. Michele motioned to approve, Aemiro 2<sup>nd</sup> the motion, all

approved. Michele expressed concerns about the Wi-Fi feature and asked if the duplex was actually needed in consideration to the network vulnerability the Wi-Fi allows. Aemiro agreed and seconded the motion. Javier said that he would bring back pricing and a side-by-side comparison.

Javier asked the committee to move on to the Shared Governance Committee Self-Evaluation Survey. He shared the self-evaluation survey with the committee. In addition, he shared the 20/21 goals with the committee, went thru them and indicated that we did reach all of our goals. He also shared the standards that we approved during the 20/21 fiscal year. Nick Real asked that Javier email the summary of the standards we approved during the last fiscal year to the members. Javier proceeded to the survey and showed the committee the survey. Javier walked thru the survey filling out the survey as a committee.

There was no update on the IT Master Plan; it was tabled for next meeting.

Javier asked if there were any questions or comments. There was none. He then asked if there were any items from the floor. Rebecca Pang asked if this committee meets during the summer months. Javier responded, either Aug. or Sept.

#### **4. NEXT MEETING**

After discussion, the next scheduled IT Standards meeting September 10, 2021 at 9:00 am via Zoom conference.

#### **5. ADJOURNMENT**

The meeting adjourned at 9:57 am.