

**CERRITOS COMMUNITY COLLEGE  
INFORMATION TECHNOLOGY STANDARDS MEETING  
APPROVED February 6, 2015**

**PRESENT:**

Patrick O'Donnell	Maricela Pedroza
Vince Orton	Erik Duane
David Boss	Patrick Legaspi
James Byun	Kenny Lou
Patty George	

**GUEST:**

**ABSENT:** Terri Lopez, Enrique Hernandez, Carlos Mera

**1. CALL TO ORDER**

Patrick called the meeting to order at 9:09 am.

**2. APPROVAL OF MINUTES**

Vince Orton made a motion to approve the December 12th minutes and it was seconded by David Boss. The minutes were approved with two corrections and no abstentions.

**3. INFORMATION TECHNOLOGY STANDARDS DISCUSSION**

Patrick O'Donnell opened the meeting with reviewing the Podium Survey. He mentioned that he ran the survey in the Daily Falcon for two weeks. Only 14 responses thus far so he will send out to Faculty and staff emails to capture a larger group of people. He then went through the answers given on the survey by the 14 participants.

Patrick went on to give an update on Smart Classrooms through a hand out. He said that we are currently at 210 smart classrooms but that this number will be changing soon due to additional installs taking place now. He explained the updated installation schedule to the committee. Audio/Video funds from Vintage has allowed us to continue upgrading classrooms with additional, higher quality A/V equipment.

Patrick told the committee that he has been looking into a product by the name of "Office 365". This would be in lieu of "Microsoft Home Use Program" that Microsoft was offering for \$9.95 per user mentioned at the December meeting. He is looking for the best set up for the campus.

Patrick asked if there were any questions or any items to add to the next agenda. No responses were given.

**4. NEXT MEETING**

The next scheduled IT Standards meeting is March 13, 2015 at 9:00 am in SS-16.

## **5. ADJOURNMENT**

The meeting was adjourned at 9:30 am.