

**CERRITOS COMMUNITY COLLEGE  
INFORMATION TECHNOLOGY STANDARDS MEETING  
APPROVED October 9, 2015**

**PRESENT:** Patrick O'Donnell Patrick Legaspi (Mayra Radillo)  
David Boss Hugo Gonzalez  
Bernie Negrete  
Patty George (phone in)  
Maricela Pedroza  
Erik Duane (Michele Kingston)

**GUEST:** Mayra Radillo, Michele Kingston

**ABSENT:** Terri Lopez, Vykki Morgan, Barbara Soden, Erik Duane, Vince Orton, Patrick Legaspi

**1. CALL TO ORDER**

Patrick called the meeting to order at 9:08 am.

**2. APPROVAL OF MINUTES**

Bernie Negrete made a motion to approve the September 11th minutes and it was seconded by Maricela Pedroza. The minutes were approved without discussion or corrections and with 1 abstention.

**3. INFORMATION TECHNOLOGY STANDARDS DISCUSSION**

Patrick O'Donnell opened the meeting with a demonstration of the "HoverCam", which he had spoken about at the last meeting. He received the equipment on loan from the company and is able to show to others if requested to do so. He is concerned about the small size of it and trying to secure it to the classroom podium or desk. The committee members discussed the features of the camera along with the its viewing capabilities. He explained to the committee members the differences between the document cameras that he has been previewing. Patrick said that he has seen a price range of \$450.00 to \$2,000.00 on the two styles he has been looking at, HoverCam and ELMO. The committee members discussed and viewed the document camera at length. Patrick said that the ELMO representative would be at the next Information Technology Standards meeting to demonstrate their document camera. Patrick offered to attend the next Math Department meeting to let them view the HoverCam. Bernie asked Patrick if he had received any feedback from Connie Boardman on the document camera topic. Patrick said that Connie will be purchasing one ELMO brand document camera for CB-106. Patty George asked if a graphing calculator and an ipad will work well with the HoverCam. Patrick said, "we tested both and they seem to work fine". Patrick suggested to Patty George to have calculators at the Math meeting and he will test it there.

Patrick moved on to discuss monitor stands. He said that the Planar Dual monitor has a smaller footprint for desks and its cost is \$78.00 from GST. Patrick will check on prices with other vendors. It will handle 2 - 24" monitors. He felt that this brand meets our campus wide needs and asked the committee members to approve it to become the new I.T. Standard. Michele Kingston made a motion to approve and it was seconded by Bernie Negrete. All were in favor with 1 abstention.

Patrick asked if there were any items that the group would like to discuss. Michele said that Erik Duane has requested that the Hewlett Packard CP 4525 standard printer be removed from the I.T. Standards list. Michele said that it is advertised as a USB printer, when in fact it does not work over USB. Bernie asked if we would be replacing it with anything else, and Michele Kingston said that we should. Patrick said that we will talk to Tami at GST for a replacement to this current Standard printer. Michele motioned to remove it from the standards list and Bernie seconded the motion, all approved with one abstention

Patrick talked about Aruba and that they can't make the HP devices work with their system but will give us a trade in of \$200 per access point. At a cost of \$450.00 per additional unit for one year vs \$600.00 per unit on Hewlett Packard devices. He will meet with David El Fattal for direction on Hewlett Packard 1 year trade in allowance. Patrick is working with the best pricing and should be moving forward very quickly.

Bernie asked if there has been anymore information out about "Office 16". Patrick said, "Yes, and we have built the Base image for it". LC-40 has 50 machines ready to install with "Office 16" on them. The committee discussed the pros and cons on changing the campus over to "Office 16". Patrick mentioned that Office 365 will have Office 16 available in February. A discussion took place on the Creative Cloud, Win10, Office 16, and Adobe Suite and whether or not they would be on the full Cloud?

Hugo Gonzalez asked if we can add software that is used in the PST area of study, such as SolidWorks, to the open library labs? Patrick explained that per licensing agreements we can not. He suggested that Hugo ask the division area Dean, Department Chair, or Instructors about it. Patrick stated that the software, of which Hugo was inquiring, is quite costly and prohibits us from installing it in mass quantity.

Patrick asked if there were any items that should be put on the agenda for the November 13th meeting. No response given by members. Patrick said that we will be adding the "Microsoft Surface device vs Pro" topic to next months agenda, but had a few comments on it today. Each computer has to be handled individually. We cannot image the Surface and it only has one USB port. GST considers them "Consumer Grade" and does not sell them.

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

The next scheduled IT Standards meeting is November 13th, 2015 at 9:00 am in SS-16. Patrick mentioned that he would be putting a presentation of the "ELMO" document camera on the next agenda.

#### **5. ADJOURNMENT**

The meeting was adjourned at 9:56 am.

