

**CERRITOS COMMUNITY COLLEGE  
INFORMATION TECHNOLOGY STANDARDS MEETING  
APPROVED September 11, 2015**

**PRESENT:** Patrick O'Donnell Vykki Morgan  
Terri Lopez  
David Boss  
Patty George  
Bernie Negrete  
Barbara Soden

**GUEST:** Mayra Radillo, James Byun

**ABSENT:** Maricela Pedroza, Erik Duane, Vince Orton, Patrick Legaspi

**1. CALL TO ORDER**

Patrick called the meeting to order at 9:03 am.

**2. APPROVAL OF MINUTES**

Terri Lopez made a motion to approve the May 15th minutes and it was seconded by David Boss. The minutes were approved without corrections and with 3 abstentions.

**3. INFORMATION TECHNOLOGY STANDARDS DISCUSSION**

Patrick O'Donnell opened the meeting with welcoming the new committee members to the group. He then moved on with a discussion on document cameras stating that Samsung is getting out of the market and that we are looking at other company's. We have found that document cameras with digital displays are more expensive, \$1,500 vs \$2,000. Bernie Negrete asked how many document cameras are currently on campus and if there are any mobile units. Patrick stated that we have document cameras going in the new buildings so far, excluding the Multi Purpose building, and that we do not have any mobile units as of now. Patrick has reached out to Connie Boardman, Dean of Science Engineering and Math Division, for funds to purchase some. Patrick mentioned that Vintage Funds are for Smart Classrooms. He said that we are working to get more Smart Classrooms across campus. Vykki Morgan asked if Patrick has seen any document camera vendors at any conferences. Patrick said that he has seen them but not as many. He mentioned that there are some from a company named Hover Cam at a lower cost. The problem that he has is how to secure them to the classrooms for security purposes. "ELMO" is another brand that we will be looking into. Patrick asked the committee members if they thought it would be useful to have digital display on the document cameras. The members gave responses of, "no, not so much". The committee members continued to discuss document cameras, with many giving input on the subject. Patrick said that he will ask a vendor to come to one of the Information Technology Standards meetings for a demonstration.

Patrick continued on to discuss Wi-Fi through HP and Aruba. He said that he has been looking into this as an option. It seems to have a more stable connection for MAC users. GST will be assisting us with making this project work. Patrick is working on a roadmap. Faculty and Students have a high need/demand for this to happen. Bernie asked how funding would be handled for Wi-Fi. Patrick said that the Vice President of Fiscal Services will be locating funding for this project. The President of the Associated Student Cerritos College will be meeting with I.T. to discuss their needs. Patrick mentioned that when adding Wi-Fi locations, we try to add them to areas where we see students congregate.

Vykki Morgan asked about Office 365 having any issues with Outlook. Patrick said that Outlook is on campus only. Vykki asked about tutoring for faculty in the Center for Teaching Excellence. Patrick said that we are still working on that with the CTX.

Barbara Soden asked if TalonNet would be going to Canvas. Patrick said that the Dean of the Library, Shawna Baskett is responsible for this area. The Chancellors office is working on a pilot phase. Patrick will reach out to Shawna to glean information from her as to the status. Patrick said that the Technology Based Learning Committee is who handles TalonNet and that it expires in 2017.

James Byun asked if there has been any discussion on Windows 10? He prefers it over the other versions. Bernie asked if there have been any compatibility issues with Win10? Patrick said we are watching for any problems and that we are working on a Base Image for LC-40's new computers. Bernie also asked if there are any problems with Windows 10 upgrade. Patrick said that Windows 10 creates a new profile. I.T. can create a Map drive for faculty, and that the Z drive should be saved to, not, "My Documents" or "Desktop". Barbara asked if Patrick thinks that Microsoft has too much control over individual computers? Patrick said that there are articles out that explain disabling certain features but that he is not current on this issue. Barbara asked when delivery of Office 16 would be. Patrick told the committee members that he hasn't heard of any release date yet.

Barbara mentioned that she sees differences on computers in the same lab. Patrick said that this would be due to the Base Image on the computer lab. Vykki asked Patrick when and if Office 365 would be available to the student population? Patrick said that it will be coming out soon. He also stated that availability on campus would be difficult due to privacy issues because of campus logins using student IDs as the login. Currently the Vice Presidents and Academic Affairs are in discussion on this matter. Vykki then mentioned that President Fierro is pushing for student email accounts through the campus. Patrick said that we currently have that for students. A discussion continued further on this topic.

The meeting moved forward with Patrick going over the results of the Shared Governance Evaluation Survey for the Information Technology Standards Committee. He read and explained all the results to the committee members.

Patrick asked if there were any items that should be put on the agenda for the October 9th meeting. No response given by members. Patrick said that stands for monitors will be reviewed at the next meeting.

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

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

## **5. ADJOURNMENT**

The meeting was adjourned at 9:59 am.