In Attendance: Brian Culver, Chad Stiteler, Elliot Stern, Eva Smith, Glenn Colby, Mark Jenkins, Scott Morgan, Tammy Frankland, Teresa Holland-Rich

Team Working Agreements
Working as a task force and agreeing on working agreements for meeting.
- Common ways we want to work together
- Basic ideas
- Cell phones – allowed
- Speak up and get ideas on table

Review Proposed Scot and Key Deliverables
- Proposal to conclude by September 2018
  - Due to WACTC chair by end of December 2018
- Using technology to help students and colleges do better
- Have many things needing organization
  - Better products at better prices and support
  - Identify next best things
  - Set up processes
    - What needs to be processed
    - Who is going to determine the process (governance structure)
- Drifting – Customer relations support
  - Leveraging the whole buying power
  - Embraced uniqueness and it costs more money (could get SBCTC to help keep glue on)
- Authority and Scope - Funding
  - Situational once processes are set up
- Loose on specifics
  - Determine what we want together – paying for it together
  - Vendors are going to each college and getting more money
    - Using SBCTC as central body reduces their overhead
    - Some colleges don’t sign on to central funding

Carstens’ Core Technology Criteria & Implications
- Definition
  - Determine the usefulness of “Core” in the future
- What other core technologies do we have
- Setting up processes – bring different pieces together
- Library system – one to look at as a test case
- SBCTC involvement as well and checking in with WACTC Tech
- Look at 2008 plan and use this group to move forward with new plan
  - Adjust every year
- Who decides if something fits into the whole vision and the “decision rights”
- Human resources and human capacity
• Fundamental to analysis
• Leads with vision and core themes
• High level strategic plan
  o Make sure we have right information
     Could be more than one thing that works
     Tools do change
     What makes sense now
• Are we to do process around strategic plan or the process leading the future
• Overarching to develop structure
  o Structure to develop plan
  o High level guiding principles and the structure to develop
     Lead a vision to help develop other processes
  o Substance into the work of the group
     Don’t want ctcLink Steering Committee to change this
• Problem we’re solving
  o Don’t have a plan
  o Context of governance group working
  o Won’t be in complete isolation
  o Does it involve structures and who does it involve
  o Could be multiple problems
  o Need to see what structure looks like
     Will there be additional groups
  o Tasked with how to implement the plan
     What do we need and how
• What type of structure
  o System
  o Statewide system
  o Does it all have to be supported at SBCTC level
     Different perspectives
  o When does it make sense
• Root cause
  o Why do we need new technologies
  o Are we all going in the same direction
  o Could agree we have general themes – solutions could be different
• Basic functions
  o Functionality level
     Integration
     Affordability
     Student success tools
     Leveraging of human capital
• Project – determines integration
  o ctcLink always says we can’t do an RFP
• Timing, planning, governance (most of this is post or outside of implementation)
  o How do we make the case to turn on different pieces
  o Integrations
  o Currently data from ERP and we have to integrate
• What are we all going to do together
  o Different governances
     Colleges
     IT
     Accessibility – procurement
- Better communication
- Things beside technologies

- Guiding principles (Eva has this part)

**Next Steps & Work Plan Development**
- WACTC Tech
  - How, who, representation, stakeholders
  - What needs to be in place to make decisions along the way

- Plan
  - Small group – bring in everybody, etc.
  - How is it going to be useful
  - Where does governance structure come in

- Meat of Bullet Points
  - Recommendation – needs to be detailed (not vague)
  - Who drives this
  - Things that have to be in plan
  - Consider ctcLink guiding principles

- Don’t narrow our scope to “solving problems”
  - Autonomy and system wide decision
  - Rules for common areas
  - Creating open and accountable governance structure
  - Communication – problems arise because we don’t talk about it

(Eva has this part)

**Assignments**
- Everyone needs to go to the Google documents and enter their ideas under each section by June 15th

**Other discussion:**
- Core integrations
  - Capacity of colleges and SBCTC
  - Multiple technologies that can meet these functions
    - if SBCTC won’t support it
      - the colleges have to meet these IT standards
      - colleges will need to support these themselves
      - SBCTC would know some about it to know what it is like
  - How are we going to support a system
  - How can colleges work together to support

(Eva’s diagram)
- Core – ctcLink & CEIPlus
  - Centrally supported
  - Less about security and stability
  - Others could be added as they become a core item

- Complimentary Technologies
  - Supporting systems
  - Can move into core

- Emerging
  - Some critical – some nice to have
  - Things we all need because main system doesn’t have it
  - May become a complimentary system
● Redefine “core” technologies
● Define levels of 2nd circle
● Manage movements between circles
  ▪ Functions
    ▪ Purchase central
    ▪ Support central
  ▪ Introduce technology centralized where colleges take over
  ▪ Influences a business requirement
  ▪ Has to be a commitment to whatever you put in place
  ▪ Choose properly
  ▪ No more on-size fits all
  ▪ Inter-operability standards
● Grant will work on get HRMC representation on task force
● Donna will send out google polls for early July meeting and mid to late August meeting