WACTC Tech Task Force
STRATEGIC TECHNOLOGY ADVISORY COMMITTEE
November 20, 2019
10:00 a.m. – 2:00 p.m.
Edmonds Community College

In Attendance: Brian Culver (remote), Chad Stiteler, Eva Smith, Grace Kendall, Grant Rodeheaver, Katie Marks, Marisa Ellis (remote), Mark Jenkins, Sandy Main (remote)


Meeting Objective:
This is the first official meeting of the Strategic Technology Advisory Committee!

Introductions

Review WACTC-Tech Presentation and One-pager
October 3rd we presented the slide deck and one-pager with WACTC
- Talked about what our direction was a year ago
- Shared Governance scope and operating structure considerations
- Shared the one-page
- Didn’t get to present very long at the WACTC Tech meeting in June
  - Just got an overview of where we are at

Discuss Next Steps and Work Plan / Deliverables / Status Reporting
- What are some of our next steps?
  - Charter and membership list
  - Ongoing strategic plan and governance
  - Short-term items are
    - Guided pathways – 3rd party add-ons
      - Ideas when the integration is decided on
      - Communication between the pillars
      - Architecture – building the foundation and how to manage
        - The Burgundy Group manages the production environment for PeopleSoft (Sandy’s team manages this process)
      - Resource needs to support guided pathways
  - Groups wanting to make recommendations to Tech Advisory Committee
    - What is in the scope of conversations
    - Shape of contracts and implementation
    - What kind of decision making are we going to be doing
      - Recommendations
      - What we can decide on ourselves
      - What needs to go the WACTC Tech
  - Create a one-page brief of the process
    - Structure
    - Recommendations
    - Updates for WACTC Tech
o Charter – starting point
  ▪ ctcLink
  ▪ Steering Committee
  ▪ Doesn’t have to be a long document
  ▪ Expectations for annual review
  ▪ SBCTC – Vision statement
  ▪ Massive importance of Guided Pathways
    • Don’t have a place to code meta-measures in PS yet
    • Going to take resources to do this

o Revisit BaseCamp for our official documents
  ▪ As we have requests come in we have a place to post
  ▪ Helps define the roles of the members
  ▪ What specific things are needed

o How are we going to fill the gaps between PeopleSoft project team
  o Advise what tools colleges can purchase
    ▪ May want to go back to the original ctcLink project
    ▪ As few customizations as possible and ctcLink will be the primary
    ▪ Steering Committee to share decisions with this advisory committee to help us with our decisions
  o Have Abraham Rocha join us to talk about optional use contracts
    ▪ All campuses have questions about the optional products they can use
  o Help colleges move things through the process and help them makes decisions
    ▪ Provide the access to products and/or services
      • Such as Tableau, Canvas, etc.

• Deliverables (list available in Google docs)
  o Agree today what things to present to December WACTC-Tech meeting
    ▪ Find out what they are looking for at future meetings
  o Before next meeting fine tune the deliverables doc

• Status Reporting
  o One-Pager

Working Lunch

Work on Committee Charter and Membership List
(We hope to retain existing membership, but will need to develop a staggered succession plan for continuity)
• Charter

• Membership
  o Will work on this when we get charter, communication, etc. in place

Adjourn

Future Meeting Schedule
• WebEx – December
  o To talk about Kristi’s scenario – she would bring all of the questions
    ▪ Mark will talk with Kristi
• Grant will invite Abraham to this meeting
  o Two hours – Donna will send doodle poll
• Continue to work on other things in background during the holidays
• Annual planning committee retreat with Gartner attending
• Monthly meetings (shorter times)
  o Face to face in January
  o Face to face every other month
  o WebEx every other month

Next ITC Meeting
• December 5-6 at Renton

Next WACTC Meeting
• December 12-13 at Clover Park
  o Need to prepare a one-pager with:
    ▪ What we are working on
    ▪ Livable updates – where we are, where we expect to be by....
    ▪ Something we can use for all of our committees as an update