

**WACTC Tech Task Force**  
**STRATEGIC TECHNOLOGY PLANNING & GOVERNANCE**  
**September 11, 2019**  
**10:00 a.m. – 2:00 p.m.**  
**Edmonds Community College**

**In Attendance:** Brian Culver, Chad Stiteler, Eva Smith, Glenn Colby, Grace Kendall (remote), Grant Rodeheaver, Katie Marks, Kristi Wellington Baker, Marisa Ellis (remote), Mark Jenkins, Sandy Main, Teresa Rich

**Not in Attendance:** Charlie Crawford, John Bonner, Marisa Herrera, Reagan Bellamy

**Meeting Objective:**

The purpose of this meeting is to continue with development of the task force recommendations to the WACTC Tech Committee. **Introductions**

**Review Progress To-date**

- Didn't get to present very long at the WACTC Tech meeting in June
  - Just got an overview of where we are at
  - Nothing was voted on

**Prep for WACTC Tech (presenting 10/3/2019 – from June Schedule)**

- Review current presentation materials (slide deck and one-pager)
  - First meetings came up with mission, core structure and business needs
  - WACTC Tech – system – presidents group sponsored to accept our plan
  - ctLink governance will overlap when we need to bring in other systems – to determine what we can do
  - Will use the one-pager and “executive summary” to present at the WACTC-Tech meeting (have printed copies of the slide deck at the meeting)
- Updates:
  - Slide Deck
    - Made some changes on page: 10; 12; 13; 27
    - Pg 16 – just a worksheet for us – but we can take it out if you want
  - One-Pager – Plus one example
    - Change a few things
    - Change language into bullets

**Working Lunch**

**Expecting approval/endorsement**

- Review membership (gaps/recruitment)
  - Need:
    - 1 – Human Resources Commission
    - 2 – Instruction Commission
    - 2 – Student Services Commission
- Begin charter development
  - What is the charter of the WACTC Tech group?
    - The IT Commission has been aligned with the WACTC Tech group

## Adjourn

\*\*Eva to change name WACTC-Tech or SBCTC

### Comments from Grace Kendall during the meeting

#### **From Grace Kendall to everyone:**

Thank you for an interesting meeting today. I need to go, but I wanted to comment about the overall communication of the one-pager. I believe that part of the reason for there being so much conversation regarding this piece is that it is trying to communicate a lot; in fact, too much and the charts/tables are too small to be readable. I suggest going back to what is the outcome we wish to get to and have this piece targeted to that purpose.

#### **from Grace Kendall to everyone:**

If the Presidents will be provided with the full presentation, you can refer to the graphics or page number for additional information to support the one-sheet content.