

**WACTC Tech Task Force  
STRATEGIC TECHNOLOGY ADVISORY COMMITTEE  
Minutes  
December 18, 2020  
10:00 a.m. – 2:00 p.m.  
WebEx / Zoom**

**In Attendance:** Brian Culver, Chad Stiteler, Eva Smith, Grant Rodeheaver, Kristi Wellington Baker, Marc Lentini, Marisa Ellis, Mark Jenkins, Sandy Main, Stephanie Delaney, Teresa Rich, Ward Naf, Wendy Hall

**Not in Attendance:** Joe Duggan, Reagan Bellamy, Scott Zinn

**Meeting Objective:**

Discuss strategic goals and strategies. Focus on formalizing Communications, Process and Strategic Planning documentation and governance.

**Introductions; Review & Approval of Minutes**

- Moved, seconded, carried to approve November 6<sup>th</sup> meeting minutes

**Update from CATO & EdTech**

- CATO
  - Okta Evaluation
    - Still working with Okta
    - Have document for tracking accessibility issues
    - Set up special test environments
  - Caption Hub Status
    - Due to budget cuts the SBCTC will no longer be able to subsidize captions at this time.
  - Live Captioning RFP Update
    - RFP is open, sent interested vendors to SBCTC.
  - ctcLink Update
    - Work is still being done to improve accessibility on ctcLink.
- EdTech
  - EdTech Commons (formerly App Store)
    - Change name of App Store to EdTech Commons
    - Will be centrally managed
    - The Dev Team will continue to refine designs in preparation for version 1 launch in January
    - Exploring the use of IMS standards for data privacy and security, as well as accessibility
  - Current Solicitations (RFP/RFQQ)
    - Exam Surveillance (Proctoring software)
      - Currently negotiating with successful vendors
      - Should have two in place by mid-month, and a third by end of month
      - Contract will be let by SBCTC, but colleges will pay for licensing costs

- Live Captioning
      - Responses currently being scored
      - Contract will be let by SBCTC, but colleges will pay for captioning costs
  - New Elearning Codes
    - Codes for new modes and descriptions went to IC – they requested some changes
    - Changes were approved and Carmen McKenzie will be taking codes and descriptions back to Data Governance for final approval
  - SBCTC Operating Request
    - The 2021-23 Operating Budget Requests includes a request for “virtual simulation technologies” as part of the \$46mil “Advance Equitable Economic Recovery” proposal
    - Looking at extension for intranet access for all students
    - IMS standards – might want to consider for STAC as well for ways to evaluate for solutions

**ACTION:** Mark Jenkins will prepare a couple of paragraphs regarding Solicitations and App Store to add under Current Projects on the STAC website.

### **Communications Sub-Group One Pager**

Communications sub-group shared their progress on the one pager.

- Communications (Kristi Wellington Baker – co-lead, Marisa Ellis – co-lead, Grant Rodeheaver, Stephanie Delaney, Ward Naf)
  - Items on the STAC one-pager
    - Template for reporting out to others
    - History
    - Deadlines/Timelines
    - Next steps
    - Guiding Principles – systemically regarding equity – students and colleges
    - Links to CATO & ETAG
    - Some FAQs
  - Front page – overview
  - Back page – how STAC works and how do others bring something to STAC
  - One-pager is on Google docs – everyone can review and add updates/comments

### **Sub-Group Break-Out Reports**

- Communications (Kristi Wellington Baker – co-lead, Marisa Ellis – co-lead, Grant Rodeheaver, Stephanie Delaney, Ward Naf)
  - Worked more on one-pager

**ACTION:** Donna will schedule a 30 minute meeting with Communications sub-group and Grant and Eva for the first week of January.

- Process (Scott Zinn – lead, Brian Culver, Joe Duggan, Marc Lentini, Sandy Main)
  - Clarifying how processes are going to integrate with Data Governance
  - What is our role and how do we align with the Strategic Plan
  - Need to create 3 processes
    - What should STAC be dealing with
    - What resources are out there that can help with requests from colleges

- Does it impact/integrate with ctcLink system STAC plan
- Strategic Planning (Eva Smith – lead, Chad Stiteler, Mark Jenkins, Teresa Rich, Wendy Hall)
  - Alignment with strategic goals of the State Board
    - What are the aspects and implications of technology related to these goals
  - How do we influence system thinking – how do we have the conversations?
    - Many decision made at colleges impact the State Board
    - Resources at the State Board that need to support systems
  - Need to run by bigger group at some point
  - Planning timelines with WACTC-Tech

### **Wrap-up – Actions for next meeting/agenda**

We will continue using the break-out sessions for the sub-groups, and then coming back together to debrief.

Sub-groups ready to share their progress and documents with the whole group will be scheduled before the break-out sessions.

**ACTION:** STAC member representatives need to make sure to give updates and report out to their commission at their regular meetings.

**ACTION:** Donna will get new documents added to the STAC website.

**Adjourned – 1:20 pm**

### **Upcoming Meetings**

January 15  
February 19