

WACTC Tech Task Force
STRATEGIC TECHNOLOGY ADVISORY COMMITTEE
Minutes
September 17, 2021
10:00 a.m. – 2:00 p.m.
WebEx / Zoom

In Attendance: Boyoung Chae, Brendon Taga, Brian Culver, Dave Pelkey, Eva Smith, Grant Rodeheaver, Joe Duggan, Kristi Wellington-Baker, Marc Lentini, Sandy Main, Teresa Rich, Ward Naf, Wendy Hall

Guests: Andy Duckworth, Jo Munroe, Tim Rager (ITC Chair), Tim Wrye (ctcLink Steering Committee Chair)

Not in Attendance: Chad Stiteler, Matthew Campbell, Scott Zinn, Stephanie Delaney, Steven Sloniker

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 June 10th meeting minutes

Update from CATO & EdTech

- CATO
 - Immunization Attestation Form Accessibility – Overview of what has already taken place and new updates
 - CATO did information training, found issues and submitted findings to team that created it; ticket opened to fix them; received communication from developer on what is being done with findings. Hoping to hear back to do second check on what was changed next week; no testing was done on legacy webapp.
 - Looking at testing legacy system; Andy is seeing if we can get test sid/pin combo to log in to test system without adding another application to accept at college level.
 - Director hiring update from Monica
 - Reimagined Mark Jenkins role; decent application role and decent number will be interviewed.
 - New Accessibility Center webpage on SBCTC website
 - Put all accessibility stuff in one place; linked to CATO, vendor contracts, policy 188, creating accessible documents, events, etc.
 - Upcoming event on October 13th – Terrill Thompson on how to read a VPAT
- EdTech
 - EdTech Commons – working on finalizing some of the policies and procedures, as well as developing content for each of the product 'cards' in the Commons.
 - Product card content being developed from content submitted by volunteers from ELC for the list of vendors. Includes implementation practices such as recommended syllabus language, best settings to use, and equity considerations.
 - Policies under developer include:

- Near-final draft – Identifying how products are selected to be in the Commons.
- Near-final draft – Accessibility thresholds for inclusion in the Commons.
- Early draft – Identifying what information will be available based on a viewer's status.
- Joint ETAG/CATO Work Group
 - The joint work group to develop a system-level response to accessible technology testing and vetting continues to work. The group is currently reviewing prior work, gathering existing procurement policies from other organizations, and analyzing those. Planning to meet every other week.

ITC Guided Pathways 2021 Workplan (Tim Rager)

- Overview of the ITC Guided Pathways 2021
 - One goal – ways to be part of and support the conversation of Guided Pathways
 - Understanding Guided Pathways – designed survey
 - To find out what parts you are using
 - Implementation phase
 - Costs
 - How are you measuring success
 - Gathering data and information
 - Idea is Directors, etc. would facilitate this at their colleges
 - Expect to have results back by the end of FY22 at the latest
 - Not looking to make a decision but to support a decision
 - Want STAC to be involved so efforts can be consolidated
 - STAC will let commissions know this is coming
 - Coordination – making sure all are on the same page per college

Governance Structure Recommendations (Tim Wrye)

- Need a Governance Structure to present to WACTC Tech after all ctcLink groups are deployed.
- Giving the Steering Committee responsibilities over to STAC would be all consuming and we wouldn't be able to focus on regular activities. There are too many other important things for STAC to be working on.
- Need to create another layer to report or look at the other responsibilities down a level under STAC.
- Design current Steering Committee governance structure – talk about what the executive sponsors and project managers roles are after go-live.
- STAC will be working on how to get the structure identified and through WACTC Tech. Will clarify roles, membership, etc. at different levels.

Wrap-up – Actions for next meeting/agenda

Continue working around the Governance Structure and presenting to WACTC Tech.

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

Adjourned – 1:15 pm

Upcoming Meetings

October 15
November 19
December 17