

WACTC Tech Task Force

STRATEGIC TECHNOLOGY ADVISORY COMMITTEE

Minutes

September 15, 2023

10:30 a.m. – Noon

Webex

In Attendance: Andy Duckworth, Beth Farley, Brendon Taga, Brian Culver, Chad Stiteler, Dani Bundy, Dave Pelkey, Eva Smith, Grant Rodeheaver, Joe Duggan, Michael Brown, Monica Wilson, Pat Daniels, Sherry Nelson, Stephanie Delaney, Teresa Rich, Wendy Hall

Not in Attendance: Marc Lentini, Martin Cockroft, Monica Olsson, Ray Gartner

Meeting Objective

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

Introductions

Sub-Group Updates

CATO

- ADA Title II proposed changes – STAC will need to get feedback and send to other groups
- Inquired about a list serve for instructional designers – Michael stated that he could help CATO reach that group

ctcLink College Collaboration Group

- 23 meetings held 8/2022 – 9/2023
- Averaged 103 attendees per meeting
- Attendance good overall by college representatives
- 15 items presented for vote 2/2023 – 8/2023

WACTC-Tech Work Plan Prep Meeting

- Had meeting to go over ctcLink Improvement work plan development and recommendations to/from WACTC-Tech
- The role STAC plays in moving things forward
- Training
 - Ongoing workshops
 - Organize strike teams to help campuses diagnose problems
 - Looking at ways to staff the teams
 - Track training
 - Provide training menu aligned with employee roles/responsibilities
 - Onboarding new employees – which training should they take
 - Provide training menu aligned with employee roles/responsibilities
 - Can only help with system training, not job training
 - More communication on college vs State Board responsibility – shift language and communication appropriately
 - Leverage ctcLink College Collaboration Group

- Common Business Processes
 - Business processes need to be streamlined
 - Set policy as direction where we can – will allow us to streamline the process
 - Avoid customizations – allow at a global level only
 - Need to remind/share with presidents they will need to commit to this
- Align Operations & Support
 - Make sure SBCTC Business Operations and ctcLink Functional Support teams align
 - Be intentionally collaborative across our pillars
- Streamline ctcLink Governance Structure
 - Work with STAC and WACTC-Tech to recommend improvements
 - Ways to make decisions and set expectations
 - Managing expectations around governance process
 - Finding perfect spot for collaborating and making a decision
- Communications
 - Paul committed to quarterly meeting with the presidents
 - Better communicate ctcLink successes
- Student Success Software Decision
 - Commitment to define standard business processes and system requirements (first step)
 - Agreement to accept a single (fully integrated) solution for the system
 - Commitment to RFP development
 - Should get direction from WACTC-Tech in October to help with how we move forward
 - Pre-work can be done for STAC – what ctcLink is capable of doing and what we can implement now

Wrap-Up

- April, June, and August meeting minutes were approved via email
- **ACTIONS: STAC member representatives need to give updates and report out to their councils and commissions at their regular meetings.**

Adjourned – 12:10 p.m.

Upcoming Meetings

- October 27, 2023 – 10:00 a.m. – Noon