In Attendance: Brian Culver, Chad Stiteler, Eva Smith, Grace Kendall, Grant Rodeheaver, Joe Duggan, Marisa Ellis, Mark Jenkins, Reagan Bellamy, Sandy Main, Stephanie Delaney

Guests: Howard Fuller, Karen Fusco, Marc Lentini, Tim Wrye, Ward Naf

Not in Attendance:
Katie Marks, Kristi Wellington Baker

Meeting Objective:
Prepare for WACTC-Tech presentation on July 17 and discuss strategic goals and strategies post COVID-19, within the context of what we’ve learned in the past few months.

Review Draft Web Pages
- Sandy shared draft web site with the committee
- Where do we want the site to reside?
  - Commissions & Councils – under WACTC
  - Taskforces or Committees
- STAC will approve the documents to be published on the web site

ACTION: Sandy will work with Eva, Grant and Donna on content for the STAC webpages and will have a demo ready for final review/approval by the August STAC meeting.

Discuss Subcommittee Relationships, Goals and Processes
- CATO – Karen Fusco
  - A lot of overlap with EdTech
  - Watchdog role for accessibility (positive)
  - Equity and Accessibility lens
  - Being efficient in this – pool resources rather than every college doing their own thing
  - Currently 2 chairs – Ward and Karen – meeting and working on the charter to define relationship and common outputs, inputs, etc.
  - Representation from 5 groups – looking for broad representation of stakeholders
  - How do we get the tool out to all colleges if we don’t have a trusted testing program?
  - Need sponsorship from STAC
  - The Assessment tool allows for identifying where software has been tested.
    - All institutions using the software
    - How many colleges are using the software
    - Compliance with WCAG 2.0
    - Upload VPATs from vendors
    - Levels of accessibility for policy 188
      - Purchase Homeland Security’s database of trusted testers? Co-op? $500K

- EdTech – Marc Lentini
  - EdTech 3 Themes
    - Purchasing:
      - Expectation of purchases
      - When does it make sense to do a system contract?
Educational technologies at the system level
  ● What is the point at which it makes sense to do a system contract, etc. For example, smaller tools that are valuable, but no good process about how those are purchases. COVID response and impacts to EdTech, exam surveillance, broadband, etc.

Policies around EdTech
  ● How to code classes for synchronous online courses
  ● Data governance around EdTech
  ● Accessibility around EdTech
  ● Collection of best practices – recommendation for implementation
  ● Resourced activities – such as accessibility testing, etc.
  ○ EdTech AppStore
    ■ Processes
    ■ Accessibility

How does CATO fit in to STAC goals and procurements (Mark Jenkins)
  ○ Go back to the standards
    ■ Privacy
    ■ Accessibility
    ■ User Experience
    ■ Etc.

Bring efforts together. Central Knowledgebase of Software/Tools for the WACTC system?
  ○ Accessibility?
  ○ Privacy?
  ○ User Experience?
  ○ Who uses it in the system?
  ○ Contracts?

ACTION: Donna will invite Ward Naf and Marc Lentini to STAC meetings to represent CATO and EdTech as non-voting Subject Matter Experts.

Framework for recommendation to WACTC-Tech re: Multi-factor authentication / access management

Framework for Recommendations

Guiding principles for decision making
  ● Leverage existing functionality before integration of third-party solutions
  ● Minimize customizations to control ongoing support costs
  ● Consider system-wide impacts and needs (including equity and access)
    ○ Is 2 way integration with ctcLink required?
      Yes/No
      From a credential perspective, but not exchanging data. Okta does offer integration.
    ○ Is the functionality within scope of ctcLink Project?
      Yes/No
      Not currently in the scope of functionality. Perhaps, if it goes through the ctcLink governance process. Steering Committee would have to send it through the process.
    ○ Will the functionality be used, or potentially used by all WACTC colleges?
      Yes/No
    ○ What is the impact to all colleges if we don’t do it?
      High/Low
Risk is high for all colleges if we don’t have multi-factor authentication (MFA) because of the sensitivity of data that is stored in ctcLink, and the fact that employees are accessing the system from outside the colleges (due to COVID).

Need to look at least expensive options for MFA as part of our analysis. Requirement that the solution tie to ctcLink AD.

First reading at the WACTC retreat on July 29th.

○ *Are there viable alternatives to this recommendation or consequences of not doing it?*
  ■ Yes, there could be other less comprehensive options – consult the IT Commission
  ■ Consequences of a breach could be millions of dollars for a single college or the entire system

○ Does the solution meet accessibility requirements?
  ■ There are other multi-factor tools. Okta is the most comprehensive. Not vetted yet for accessibility, but has VPAT.

○ What other stakeholders and/or governance bodies need to be involved in the decision? (RACI)

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**ACTION:** Grant will schedule a meeting for Friday, 7/17 with a STAC working group to create Issue Brief and document the governance process steps for the MFA Initiative.

**Continued discussion:** WACTC-Tech meeting / presentation, expectations, opportunities, continuation of process development, action items.

- Grant and Eva will be doing the same presentation from last year for the new members of WACTC-Tech

**Adjourned – 1:21 pm**
Related reading:
EDUCAUSE COVID-19 QuickPoll Results: Fall Planning for Education and Student Support
Traversing the Edge of Chaos: Phase 3 and 4 preparations for post COVID-19 world

STAC Documents
Draft Charter