

WACTC Tech Task Force
STRATEGIC TECHNOLOGY ADVISORY COMMITTEE
January 27, 2020
10:00 a.m. – 3:00 p.m.
WebEx

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

Not in Attendance:

Meeting Objective:

Presentation of Guided Pathways and discuss priorities and processes of the Strategic Technology Advisory Committee

Introductions

Guided Pathways

- Discussion regarding ctclink integration and integration broker
- Legislature allocated a significant \$ amount and now the colleges are needing to move forward with implementing this
 - Infrastructure needs and priorities continue to prop up
 - April – business process gathering workshop
 - PS Priority requests
 - Sub Plan enhancement request
 - Meta Major coding plan
 - Integration broker
 - State “Student Success” Software
 - Unmet Business Requirements from [August workshop](#)
 - Project timeline and reporting to the legislature are two different aspects that impact the timeline Meta Major coding needs to be defined for ctclink; there needs to be a crosswalk from Legacy.
 - Next Steps
 - Send to WACTC-Tech for review
 - Do we need to send this through the Steering Committee for ctclink – will impact the project if they have to do additional implementations
 - Timing – project deployment, etc.
 - Close in understanding what the requirements are and what ctclink can do around meta majors
 - Project timeline is one piece
 - Legislative reporting is December 2020
 - Challenge – don’t have a crosswalk with colleges right now on coding in the Legacy system to the ctclink system – haven’t figured out the plan in PS
- STAC, Data Governance, Project Team –
 - How do we get things moving in all 3 of these places to get it moving quickly
 - How do we get a clear understanding of what goes where

- Project team is still working on this – it is not done
- Change Management Board
 - Vet everything
 - Then to working group
 - Then to steering committee
 - If it doesn't impact the overall project schedule or cost – it can move forward
- Data Governance (DG) – Parallel
 - Draft – Approve – Implement
 - Let Carmen figure out the answer
 - It started – DG worked on the legacy
 - Nobody has specifically been given the task for implementation or proposal
 - One of the original requests was to create a Meta Major solution in PS
 - KWB has heard that Meta Major is separate from the academic structure solution
 - How do we get clarity on what is real?
 - Another solution for ASAP – leverage the field of study in PS – but then it is not viewable by the student – student is not selecting anything
 - Legacy side moved forward
 - Meta majors has been implemented in legacy system
 - There is no conversion for this into PS
 - PS stalled
 - Haven't gotten this far with meta majors yet in new system
 - The discussion will have to get wider for all colleges
 - DG meets monthly
 - Can call a special meeting for this
 - Cielito & Joe Carl – working on meta major testing only
 - These are packaged together and these need to be separated out
 - SBCTC was going to go back and find out what it would take
 - The impact on the system
 - Once this is done the discussion can come to the working group
 - We want to keep our individuality, but we are all using the same system
 - Clearly define the meta majors
 - All colleges have to buy in to this
- No RFP – utilizing what we have – not buying another process
- Legacy system still says they are working on it
- ctLink coding came down to the fact that there were a couple different ways to do it, but nothing has been decided yet
 - Governance process in ctLink would not take a look at it while the implementations of DG's were happening
- CS and project are working on a solution that we can move forward on
- Will be a piece in the project and production
 - Aligning
 - Timeline
 - How do we mitigate this
 - Have to integrate with the project
 - Is there a conversion plan for the ones who have coded things in the legacy system
 - We don't have the target yet
 - Waiting to see how it is going to be implemented in the project
 - The meta major codes are not driven in other codes – would need to figure out what other codes to use

- There are certain levels of categories
 - Meta majors are global – Carmen thinks we can do it by college
 - Technical solution – follow-up for Joe & Cielito
- What is the communication strategy/plan?
 - How do we make sure we provide internal communication?
 - Need to communicate what STAC is
 - STAC members are going back to councils and commissions to communicate with them
 - Have a talking points document
- Eva recommended we bring Carmen on to represent Data Governance
 - Use talking point documents as an example
- We can make decisions more quickly if we have the information to do so
 - Communications through list serves
 - Internally – need to know how STAC learns of the communication
 - Needs to be a push and a pull
 - Our internal communication is BaseCamp – this will track the decisions – we can post the minutes from our meetings as well
- One of the roles for STAC is to be able to say DG needs to be involved, or ctclink Steering Committee, etc.
 - How do we get these to the separate areas for them to address?
 - SBCTC or the commissions brings requests o DG
 - DG comes up with a proposal, they vote and then it goes to working group as enhancement to steering committee
 - This would require configuration so it would have to go to the steering committee
 - STAC would forward request to DG
 - When decision is made STAC will report out to website of the outcome
- There will be some things that don't impact systems that might not come to STAC
 - How do we make sure we are all informed with ctclink and system to align with strategic plan of SB?
 - DG would be making decision of what needs to come to STAC
 - Need cross functional
 - Need to include STAC on list of proposals
 - Have two representatives from each commission
 - STAC members are reporting out to commission staff
 - Sending out consistent messages
- Donna manages:
 - Distribution/Membership List and posting documents
- How do we get the request to DG?
 - Important piece is to have ERP, Project and DG aligning – Grant will set up a meeting
 - STAC – formal request about Guided Pathways (from Kristi Wellington Baker) – she will send it to Carmen on behalf of the STAC group
 - Need to create a formal request form to attach document
 - Need to be able to understanding what the expectations are
 - Meta major, academic structure, request for sub plans
 - Sub plans – has not been identified as the coding for meta major
 - #1 do academic structure with holistic approach
 - #2 go forth with the field of study – the students can see through OAA – don't know if they're recommending this yet
 - If it is visible for students, will have to take a look at how legacy is set up
- Integration Broker (Technical Piece) - Grant is working on getting technical expertise in house to determine how integration can be handled; will be hiring someone. Currently have Integration

Broker, managing integrations centrally within the pillars. The issue is not that we can't do it technically, but what our policies are.

- Haven't heard back from Gartner yet – Grant will contact them
- We are larger – basic rules are to streamline – keep integration
- CodeSmart – following up with expertise in integration
 - There is a position open with integration broker responsibilities included
 - Policy
 - Timeline – we're not going to have an architectural process by the end of January
 - Additional 3rd party software
 - Not that we can't – should we?
 - System approach
 - Restrictions
 - How are we going to allow
 - What can we allow
- Drafting policies and identifying the decision points
 - STAC can create the draft policies
 - We need some white paper and direction
 - Guidance
 - Reaching out to those who can give us these recommendations
 - It's been deliberate
 - Needs to be something that is an inhibitor for moving ctclink forward
 - Already dealing with this using CampusCE for Continuing Ed
 - How are we going to charge back to the colleges if they don't use it
 - Colleges that don't want to use it already know they will have to pay for it themselves and it will be double entry
 - With Guided Pathways – best way to pay for it is adding to our fields
 - If every college is using a software how is it getting paid for through the system
 - Do we need to wait for Oracle's information to draft policies?
 - Some is already in play – STAC charter is trying to define
 - Doesn't slow down the process for gathering requirements and soliciting an RFP for the different products that integrate with PS
 - Can work on it parallel
- Principles were set up and agreed to by the presidents even before ctclink – we should not purchase software or tools that ctclink can do for us
 - Need to adopt the same rule in STAC
 - Additional tools that ctclink can't do for us can be purchased
- Where does usability fit into the discussion
 - Until you actually use it you don't know if it can be used, etc.
- PS – vetting is over – Need to try to get everything out of the tolls we have first
- Next steps – how do we move Guided Pathways through
 - Have done a RFI regarding the product
 - Getting advise from Abraham – sole source
 - Is this going to be implemented by the system
 - How do we work with or not with a vendor

- What is the process when we decide as body what we will go out there to get something that isn't delivered in the new system
- Proposal by commission that needs to go to WACTC-Tech
 - WACTC-Tech wanted STAC
 - STAC needs to look at it in and out
 - STAC designates the one to conduct RFP
- CampusCE was Continuing Ed – within the scope of ctclink
 - Tried to build it to be part of the scope
- In the circle it will be two-way integration
 - Out of the scope
 - STAC will have the first chance to decide whether it is already covered by ctclink or others already in the blue circle
 - Set of questions that narrow down where it should go – Eva wrote them on board and will send a picture
 - Where did the requests come from
 - When does it become a system buy?

Communication Plan for Decisions

- Commissions – List Serves, Meeting
- Need a Talking Points Document or IT Briefs

Next Meeting

- Finish Charter
- Work on process for reviewing documents
- Officially make Guiding Principles document
- Grant will work with Donna doing doodle docs

Adjourn