



STEERING COMMITTEE

May 21, 2019 1-2:30 PM

SBCTC Olympia, Bonanza Room and WebEx

AGENDA

Item	Description	Duration	Facilitator
1.	Welcome		Christy
2.	Approval of Minutes	1 Minute	Choi
3.	SC Charter Subgroup Update	10 Minutes	All
4.	Campus Solutions Global Design Review (GDR) Recommendation for Approval	10 Minutes	John Henry
5.	Project Management Summit - Outcomes	5 Minutes	Reuth
6.	Remediation Update (Including Replacement Solutions) <ul style="list-style-type: none">• Remediation Overview (CCS, TCC Updates)• Chart of Accounts• Security Redesign – Mapping• Online Admissions Application – Tentative Recommendation from WSSC to ctcLink Governance• Continuing Education – Update from vendor meeting• Accessibility RFP Update• Budgeting Tool	30 Minutes	Christy
7.	Risks / Moran QA Report – April 2019	10 Minutes	Reuth / Paul
8.	ctcLink Program Status <ul style="list-style-type: none">• Deployment Group 2 (Training, Testing, Deployment)• Deployment Group 3 (BPGF, Data Validation)• Deployment Group 4 (Initiation)• Deployment Group 5 (Half Day PM Summit/Early Visits)	20 Minutes	Christy
9.	Action Items Review and Agenda Items for Future Meetings	4 Minutes	All
10.	Meeting Closure		Christy

Meeting Participants

Voting Members

- Reagan Bellamy, Wenatchee
- Kurt Buttleman, Seattle
- Shanda Haluapo, Clark
- Choi Halladay, Pierce
- Lisa Hjaltalin, CCs of Spokane
- Tim Wrye, Highline
- Grant Rodeheaver, SBCTC
- John Boesenberg, SBCTC
- Carli Schiffner, SBCTC

Non-Voting Members

- Christy Campbell, SBCTC
- Paul Giebel, Moran Technology Consulting
- Whitney Dickinson, OCIO Representative
- Ligia Cicos, Edmonds PM
- Clay Krauss, Tacoma PM

Guests & Staff

- Janelle Runyon, ctcLink Communications
- Reuth Kim, ctcLink PM for QA, Risks/Issues
- Dani Bundy, ctcLink OCM Manager

Action Items/Follow-Up

Item	Description	Person	Date Open	Status
	OCIO Requested milestones and readiness tracking for Chart of Accounts for FLCs	Christy	2/11/19	Christy sent Whitney information on 2/19/19; Status Reports will include Chart of Accounts info
	CCS to provide an updated list	Lisa		Status?
	Subgroup for SC Charter/Membership	Janelle	4/9/19	Meeting scheduled and held 5/15/19
	Working Session for college reps for CampusCE	Reuth	4/23/19	

Completed:

Subcommittee to determine implementation and integration standards for the new CE Solution (CampusCE) meet to discuss recommendations to inform/guide contract negotiations	Christy	1/29/19	Completed on 2/12/19. Janelle drafted and posted/emailed CE proposal in Google Docs for subgroup review prior to 2/12/19 meeting Group met on 2/5/19
Communicate deployment group shifts for Bellevue and Columbia Basin	Janelle & Christy	2/26/19	Completed on 2/27/19
Add SC Charter discussion to future meeting to discuss membership/executive sponsor language.	Christy	1/15/19	Completed on 3/12/19 - subgroup formed
Set up Google team drive for SC members & load college roles and alignment document for feedback	Reuth	2/11/19	Completed in February
Refine roles document motion and send out for electronic vote	Janelle	2/26/19	Completed on 3/12/19
Connect with Joe Holliday on reconvening OAA subgroup for solution finalist recommendations to SC.	Christy	2/26/19	Complete. Dennis Colgan met with Joe and group.
Christy communicate delay in decision for Shoreline placement in deployment group	Christy	4/9/19	Completed
Provide wording for Campus CE Vendor to Abraham	Tim	4/9/19	Completed
Communicate Shoreline Approval for DG6	Christy	4/23/19	Completed