



## STEERING COMMITTEE

June 4, 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.	Proposed Amendments to SC Charter – Action Item	20 Minutes	SC Charter Subgroup
4.	Chart of Accounts Go/No-Go Decision at June 18 SC meeting <ul style="list-style-type: none"><li>• Update on CofA Implementation Schedule</li><li>• Discuss process and any materials needed for June 18 meeting</li></ul>	15 Minutes	Christy
5.	Remediation Update (Including Replacement Solutions not covered in agenda discussion/action items) <ul style="list-style-type: none"><li>• Remediation Overview (CCS, TCC Updates)</li><li>• CampusCE Contract<ul style="list-style-type: none"><li>○ Update on request to the colleges for CE metrics</li><li>○ Next Steps</li></ul></li><li>• Online Admissions Application<ul style="list-style-type: none"><li>○ Feedback from discussion with WSSSC Chair – Choi</li><li>○ Next Steps – Dennis? Christy? All?</li></ul></li><li>• Security Redesign – Mapping</li><li>• Accessibility RFP Update</li><li>• Budgeting Tool</li></ul>	30 Minutes	Christy
6.	ctcLink Program Status <ul style="list-style-type: none"><li>• Deployment Group 2 (Training, Testing, Deployment)</li><li>• Deployment Group 3 (BPF, Data Validation)</li><li>• Deployment Group 4 (Initiation)</li><li>• Deployment Group 5 (Half Day PM Summit/Early Visits)</li></ul>	20 Minutes	Christy
7.	Action Items Review and Agenda Items for Future Meetings	4 Minutes	All
8.	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	Shared proposed changes during the 5/21/19 meeting.

**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