



CTCLINK WORKING GROUP AGENDA

February 7, 2024, 10 a.m. – 12 p.m., online via Webex

Chantel Black & Tara Keen, Co-Chairs | Amy MacNeill, Facilitator

ITEM#	DESCRIPTION	START TIME (APPROX)	FACILITATOR
1	Welcome & Roll Call	10:00 am	Chantel Black
2	Meeting Minutes – 1/17/2024– need approval	10:05 am	Amy MacNeill
3	Updates <ul style="list-style-type: none"> ctcLink Customer Support Environments and Activities Security Accessibility 	10:10 am	Dani Bundy Ray Gartner Shelia Sloan Christopher Soran
4	Enhancement Requests - Pending ER Document - Formal ERs <ul style="list-style-type: none"> ER 222 - Copy Travel Authorization Request to Other Users ER 258 - Make BU a Required Field on Billing Interface Screens FYI/Mandated ERs <ul style="list-style-type: none"> ER 264 - (Mandate) Employee Personal data redaction indicator in ctcLink HCM 	10:30 am	Dr. Brian Lee, Clover Park Technical Shon Dicks-Schlesinger, SBCTC Carmen McKenzie and Brian Lanier, SBCTC
5	ER Prioritization, ER Freeze Period & Working Group Mtg Schedule	11:00 am	Dani, Pat, Beth, Tara
6	PMO Update	11:15 am	Christyanna Dawson, SBCTC
7	Mindful Minute things that might surface to WG <ul style="list-style-type: none"> Rumors ERs you are hearing about 	11:25 am	ALL

ITEM#	DESCRIPTION	START TIME (APPROX)	FACILITATOR
	<ul style="list-style-type: none"> Commissions & Councils conversations 		
8	Action Items Review/New Business/Closing Action Items: Future Business Future Meetings: February 21, 2024	11:30 am	Chantel Black/ALL

Meeting Participants

College Voting Members

- Chantel Black, Co-Chair & Spokane Community College/CS
- Beth Farley, Edmonds/CS, Security, PM
- Charlene Rios, Big Bend/FIN
- Donald Denney, Skagit Valley/Accessibility
- Jill Hammitt, Highline/Data & Reporting, CS, SF
- Kathy Disney, Tacoma/CS
- Samantha Orth, Lower Columbia/HCM, Payroll
- Pat Daniels, Highline/IT, Security, PM
- Rachelle Russell, Skagit Valley/CS, Financial Aid

SBCTC Voting Members

- Tara Keen, Co-Chair
- Carmen McKenzie
- Teri Sexton, Business Operations
- Dani Bundy, ctclink Customer Support
- Ray Gartner, Application Services
- Will Durden, Education Services

Ex-Officio/Advisory

- Kyrsten Catlin, CS Core
- Ana Ybarra, Financial Aid
- Brandon Reed, Student Financials
- Shon Dicks-Schlesinger, Finance
- Brian Lanier, HCM
- Roger Curry, Customer Support
- Shelia Sloan, Security
- Ivy Brent, Data & Reporting
- Tami Whitney, QA (Testing)
- Christopher Soran, App Services/Ops
- Amy MacNeill, PMO Coord. & WG Facilitator
- Bhuvana Samraj, Technical PM
- Christyanna Dawson, PMO FIN
- Sherry Nelson, IT Comms