



# CTCLINK WORKING GROUP AGENDA

April 3, 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	<b>Welcome &amp; Roll Call</b>	10:00 am	Chantel Black
2	<b>Meeting Minutes – 03/20/2024 – need approval</b>	10:05 am	Amy MacNeill
3	<b>Updates</b> <ul style="list-style-type: none"> <li>• ctcLink Customer Support</li> <li>• Environments and Activities</li> <li>• Security</li> <li>• Accessibility</li> </ul>	10:10 am	Dani Bundy Ray Gartner Shelia Sloan Christopher Soran
4	<b>Enhancement Requests- <a href="#">Pending ER Document</a></b>  <b>Formal ERs</b> <a href="#">ER 219 - Automation of adjustments to vacation sick time donations for Shared Leave</a>  <a href="#">ER 262 - Faculty Contract Content Visibility</a>  <a href="#">ER 269 - Security account reset capabilities</a>  <b>FYI/Mandated ERs</b> <a href="#">ER 270 - (FYI) New Project Types needed in Project Costing</a> <a href="#">ER 271 - (FYI) Add missing Fund 573 for AM Funds</a> <a href="#">ER 272 - (FYI) Updated Rules</a> <a href="#">ER 273 - (FYI) 2 New Accounts needed for Salaries &amp; Wages</a>	10:30 am	Teri Sexton and Brian Lanier, SBCTC  Maria Rivas and Jessica Berry, Bellevue College  Kathy Disney, Tacoma Community College  Teri Sexton, SBCTC, Business & Accounting
5	<b>ER Pause Period Update</b>	11:00 am	Pat, Beth, and Dani
6	<b>PMO Update</b>	11:10 am	Christyanna Dawson, SBCTC

ITEM#	DESCRIPTION	START TIME (APPROX)	FACILITATOR
7	<b>Mindful Minute</b> things that might surface to WG .... <ul style="list-style-type: none"> <li>• Rumors</li> <li>• ERs you are hearing about</li> <li>• Commissions &amp; Councils conversations</li> </ul>	11:20 am	ALL
8	<b>Action Items Review/New Business/Closing</b> Action Items: Future Business Future Meetings: April 17, 2024 and May 1, 2024 (TBD)	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, Seattle District/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